



# **AGENDA**

## **Cromwell Community Board Meeting Tuesday, 28 November 2023**

**Date:** Tuesday, 28 November 2023

**Time:** 2.00 pm

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

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

**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, 28 November 2023 at 2.00 pm. The link to the live stream will be available on the Central Otago District Council's website.

## Order Of Business

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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 Cadogan (Mayor), P Kelly (Chief Executive Officer), L van der Voort (Group Manager - Planning and Infrastructure), S Righarts (Group Manager - Business Support), D Rushbrook (Group Manager - Community Vision), D Scoones (Group Manager - Community Experience), S Reynolds (Governance Support Officer)

**1 APOLOGIES**

**2 PUBLIC FORUM**

**3 CONFIRMATION OF MINUTES**

Cromwell Community Board - 24 October 2023



**MINUTES OF A MEETING OF THE  
CROMWELL COMMUNITY BOARD  
HELD IN THE CROMWELL SERVICE CENTRE, 42 THE MALL, CROMWELL  
AND LIVE STREAMED VIA MICROSOFT TEAMS ON TUESDAY, 24 OCTOBER 2023  
COMMENCING AT 2.02 PM**

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

**IN ATTENDANCE:** P Kelly (Chief Executive Officer), L van der Voort (Group Manager - Planning and Infrastructure), S Righarts (Group Manager - Business Support), D Rushbrook (Group Manager - Community Vision), D Scoones (Group Manager - Community Experience), R Williams (Community Development Advisor), G Bailey (Parks and Recreation Manager), M Tohill (Communications Officer), W McEnteer (Governance Manager), S Reynolds (Governance Support Officer)

## **1 APOLOGIES**

There were no apologies.

## **2 PUBLIC FORUM**

### Puāwai Rua Room 7, from Goldfields Primary School – Litter and Dog Waste on Greenways

The students had observed a large amount of litter and dog poo on their walks along the Greenways. They made presentation noting why the waste ruined the clean and green environment and their 'Tūrangawaewae'. They asked for more investment in litter bins, some provision of poo bags and for signs to be displayed along the greenways reminding residents not to drop litter and to pick up their dog waste. They had created some posters to illustrate what they were proposing.

### Darren Fox – Suggested Workers Accommodation at the Cromwell Racecourse

Mr Fox had observed a lack of inexpensive short-term housing in the district, particularly due to the recent and forthcoming closures of the towns camping facilities. He suggested leasing some Council-owned reserve to address this demand. He also noted a shortage of affordable long-term housing options for families and individuals as the current housing stock was not meeting the demand.

### Dennis Booth – Cromwell Tennis Club

Mr Booth spoke on behalf of the club to their request to install a container to be used by members for shelter and for storage. This container would be donated at no cost to the council. He noted that the existing provision of the rugby club rooms is difficult to access and too far away. They are requesting additional land use to facilitate the container.

### Mark Christie - Bannockburn Community Centre Committee

Mr Christie spoke to the application from Bannockburn Community Centre Committee requesting for a portion of the grant previously received for external upgrades be redirected to cover internal painting.

### 3 CONFIRMATION OF MINUTES

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#### COMMITTEE RESOLUTION

**Moved:** Browne  
**Seconded:** Scott

That the public minutes of the Cromwell Community Board Meeting held on 13 September 2023 be confirmed as a true and correct record.

**CARRIED**

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### 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

#### 23.8.2 BANNOCKBURN COMMUNITY CENTRE MANAGEMENT COMMITTEE GRANT ACCOUNTABILITY AND REQUEST

To note the accountability report from the Bannockburn Community Centre Management Committee and consider their request to use the unspent portion of their grant to repaint areas in the main hall.

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#### COMMITTEE RESOLUTION

**Moved:** Laws  
**Seconded:** Sanford

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Notes the accountability report from the Bannockburn Community Centre Management Committee
- C. Agrees to allow the Bannockburn Community Centre Management Committee to use the unspent portion of their 2022/23 grant of \$4519.50 on repainting areas in the main hall.

**CARRIED**

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#### 23.8.3 CENTRAL LAKES EQUESTRIAN CLUB

To consider a request from the Central Lakes Equestrian Club to vary their lease with Council to allow the Central Lakes Equestrian Club to access the irrigation bore pump and associated infrastructure within the Cromwell Racecourse Recreation Reserve.

After discussion it was noted that there was already a bore present and that the club would only need to access the existing infrastructure to put their own irrigation in.

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**Recommendations**

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees in principle for the Cromwell Equestrian Club to access and develop the irrigation bore and associated infrastructure at the Cromwell Racecourse reserve subject to any Resource Consent and water permit requirements.
- C. Agrees to vary the lease between the Central Otago District Council and the Central Lakes Equestrian Club to allow the Central Lakes Equestrian Club to access and develop the water bore and associated infrastructure in the Cromwell Racecourse Reserve.
- D. Authorises the Chief Executive officer to take undertake the required action to give effect to this resolution.
- E. Notes that the Board will not provide funding for this project.

**CARRIED**

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**23.8.4 2024 MEETING SCHEDULE**

To approve a schedule of Cromwell Community Board meetings for 2024.

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**COMMITTEE RESOLUTION**

**Moved: McConnell**  
**Seconded: Laws**

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Adopts the proposed 2024 meeting schedule for the Cromwell Community Board.

**CARRIED**

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**6 MAYOR'S REPORT****23.8.5 MAYOR'S REPORT**

His Worship the Mayor was not in attendance at this meeting.

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**7 CHAIR'S REPORT****23.8.6 CHAIR'S REPORT**

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

- Attended the Cromwell Town Centre workshop held in Alexandra.
-

- Attended a Cromwell District Museum meeting, noting that they have an exhibition opening this week focusing on Chinese History in the area.
  - Attended Polyfest in Queenstown with 95 students, junior and senior Kapa haka group
- 

## COMMITTEE RESOLUTION

**Moved:** Harrison

**Seconded:** Browne

That the report be received.

**CARRIED**

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## 8 MEMBERS' REPORTS

### 23.8.7 MEMBERS' REPORTS

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

Mr Scott reported on the following:

- Attended the AGM Cromwell and Districts Community Arts Trust
- Attended the AGM of the Cromwell and Districts Promotions Group, noted the interesting talk by Kate Agnew who was responsible for organising the Netball World Cup in South Africa and is now the GM of the Southern Steel netball team
- Attended the AGM of the Cromwell and Districts Community Trust who were focusing on working towards an exhibit at the Cromwell Museum
- Attended the Cromwell Town Centre workshop
- Attended the Cromwell Street Party and Fireworks noting the magnificent fireworks display and good attendance
- Attended two meetings to organise the Lions Charity Golf Day, to be held on 12 November to raise money for the Cromwell Rowing Club

Cr Browne reported on the following:

- Noted she was proud to lay a brick at the Southland Hospital and acknowledged the incredible feat of fundraising
- Accompanied school students taking part in the Cromwell Half Marathon noting very cold conditions
- Attended the 5km Breast Cancer walk put on by Anthea Lawrence
- Completed a Hospice training weekend and joined the biography team as a reporter, creating biographies for families as a hospice volunteer.
- Attended the Cromwell and Districts Community Trust AGM, noted the plans for the Chinese Settler project
- Attended the Central Otago Hockey debrief for the season noted that they are at capacity for many grades
- Attended the Polyfest, noting great number of students taking part
- Attended the Promote Cromwell Fireworks and street party

Mr Sanford reported on the following:

- Attended two dig nights with Bannockburn Mountain Bike Club
  - Competed in the Naseby 12-hour event, and noted it was the last year for 12 hour event, as the numbers have declined in recent years
  - Noted that the Nevis Valley Gut Buster had also been cancelled
-

- Attended the Cromwell and Districts Community Trust AGM
- Attended workshop with Councillors about Cromwell Town Centre development
- Spent Labour weekend at the Te Anau fishing competition
- Attended the Promote Cromwell Fireworks

Cr Laws reported on the following:

- Attended the Cromwell Community House AGM
- Attended a Historic Precinct meeting, noting that they are planning a garden party event in November
- Gave an update on the September Council meeting
- Attended the workshop session for Town Centre project

Ms McConnell reported on the following:

- Attended the ASB Great Debate featuring the finance spokespersons
- Voted in the general election
- Attended the Bannockburn Art Exhibition
- Attended the Cromwell Town Centre workshop in Alexandra
- Attended the fireworks

Cr Gillespie reported on the following:

- Gave an update on the September Council meeting, noting that there is going to be a new access road off Ord Road
- Gave an update on the recent Hearings Panel meetings
- Attended the Tarras Volunteer Fire Brigade Honours night and the Cromwell Volunteer Fire Brigade Honours night and acknowledged the recipients

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## COMMITTEE RESOLUTION

**Moved:**           Laws  
**Seconded:**      Sanford

That the report be received.

**CARRIED**

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## 9 STATUS REPORTS

### 23.8.8 OCTOBER GOVERNANCE REPORT

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

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## COMMITTEE RESOLUTION

**Moved:**           Browne  
**Seconded:**      Laws

That the report be received.

**CARRIED**

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**10 DATE OF THE NEXT MEETING**

The date of the next scheduled meeting is 28 November 2023.

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

**Moved:** Gillespie  
**Seconded:** Scott

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

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

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48 for the passing of this resolution</b>
<b>Confidential Minutes of Ordinary Board Meeting</b>	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>23.8.9 - October Confidential Governance Report</b>	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

**CARRIED**  
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The public were excluded at 3.17 pm and the meeting closed at 3.28 pm

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**CHAIR / /**

## **4 DECLARATIONS OF INTEREST**

### **23.9.1 DECLARATIONS OF INTEREST REGISTER**

**Doc ID: 1383649**

#### **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 - 20231128 CCB Declarations of Interest.docx** [↓](#)

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	Contact Energy (Senior Specialist - Hydro Sustainability) Clyde & Districts Emergency Rescue Trust (Secretary and Trustee) Cromwell Volunteer Fire Brigade (Chief Fire Officer) Cromwell Bowling Club (patron) Otago Local Advisory Committee - Fire Emergency New Zealand Returned Services Association (Member)		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

<b>Name</b>	<b>Member's Declared Interests</b>	<b>Spouse/Partner's Declared Interests</b>	<b>Council Appointments</b>
Cheryl Laws	The Message (Director) Wishart Family Trust (Trustee) Wooing Tree (Assistant Manager - Cellar Door) Daffodil Day Cromwell Coordinator	Otago Regional Council (Councillor) The Message (Director)	Cromwell Resource Centre Trust Old Cromwell Incorporated
Mary McConnell	Harrison Grierson Ltd (Employee) Contractor to Environmental Protection Authority and QLDC	Southern Lakes Motors (Shareholder and dealer principal)	Cromwell and Districts Community Trust Lowburn Hall Committee
Wally Sanford	Connect Cromwell (Steering Group Member) Landpro Ltd (Employee) Southland Zodiac Zephyr Club (Member) Survey and Spatial New Zealand (Voting Member) Cromwell Mountain bike Club (Member)	Vinpro (Employee)	Lake Dunstan Charitable Trust
Bob Scott	Cromwell Golf Club (President) Central Football Project Trust (Trustee)		Bannockburn Recreation Reserve Management Committee Inc Cromwell and Districts Promotions Group

## 5 REPORTS

### 23.9.2 CROMWELL MUSEUM ACCOUNTABILITY REPORT 2022/23

Doc ID: 1353950

#### 1. Purpose

To provide a report on the objectives and actions of the Cromwell Museum Trust over the past financial year.

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#### Recommendations

That the report be received.

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#### 2. Discussion

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

The aim of the Trust is to manage the collections of the Cromwell Museum and to foster, promote and celebrate the importance of the Cromwell region's heritage and identity.<sup>1</sup> In return for this delivery of service, the Board provides an annual grant towards the operating costs of the Museum. The relationship is managed through a memorandum of understanding. The memorandum of understanding was recently renegotiated and signed in March 2023.

The annual grant to the Trust increased to \$40,000 through the 2021-2031 Long-Term Plan. As a condition of the funding, the Cromwell Museum Trust is required to provide an annual report to Council on objectives and outcomes for the year. This report is attached (Appendix 1) and provides an overview of the Museum's activities for the financial year ended June 2023.

#### 3. Attachments

**Appendix 1 - Cromwell Museum Annual Accounts and Performance Report for the Financial Year ending June 2023** [↓](#)

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<sup>1</sup> Deed of Trust – Central Otago District Council and Cromwell Museum Trust



Report author:

Reviewed and authorised by:



Rebecca Williams  
Community Development Advisor  
19/09/2023



Dylan Rushbrook  
Group Manager - Community Vision  
17/11/2023



PO Box 31, 29 The Mall  
Cromwell, 9342  
Ph. (03) 445 0616

24 August 2023

Cromwell Museum Trust  
47 The Mall,  
**Cromwell 9310**

Dear Trustees

### **2023 Financials**

As per your request we have compiled the financial statements of the trust for the year ended 30 June 2023, and after reviewing the provided documentation and our enquiries, we are happy with the information we have seen.

We must point out that the firm has not undertaken an audit, review, or any other assurance engagement as prescribed by Chartered Accountants Australia New Zealand Institute and are therefore providing no assurances in regard to these financials; subsequently we include the compilation disclaimer on page 3 of the report.

Yours sincerely  
**MEAD STARK LTD**

A handwritten signature in black ink that reads 'M Shand'.

**MATTHEW SHAND**  
[matthewshand@meadstark.co.nz](mailto:matthewshand@meadstark.co.nz)

F:\Cldoc\Cromwell\C\Cromwell (All Cromwell Files)\Cromwell Museum Trust\2023\CMT - Ltr 2023 Financials.docx

[www.meadstark.co.nz](http://www.meadstark.co.nz)





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# Compilation Report

## Cromwell Museum Trust For the year ended 30 June 2023 Cash Basis

Compilation Report to the Trustees of Cromwell Museum Trust.

### Scope

On the basis of information provided and in accordance with Service Engagement Standard 2 Compilation of Financial Information, we have compiled the financial statements of Cromwell Museum Trust for the year ended 30 June.

These statements have been prepared in accordance with the accounting policies described in the Notes to these financial statements.

### Responsibilities

The Trustees are solely responsible for the information contained in this financial report and have determined that the accounting policies used are appropriate to meet your needs and for the purpose that the financial statements were prepared.

The financial statements were prepared exclusively for your benefit. We do not accept responsibility to any other person for the contents of the financial statements.

### No Audit or Review Engagement Undertaken

Our procedures use accounting expertise to undertake the compilation of the financial statements from information you provided. Our procedures do not include verification or validation procedures. No audit or review engagement has been performed and accordingly no assurance is expressed.

### Independence

We have no involvement with Cromwell Museum Trust other than for the preparation of financial statements and management reports and offering advice based on the financial information provided.

### Disclaimer

We have compiled these financial statements based on information provided which has not been subject to an audit or review engagement. Accordingly, we do not accept any responsibility for the reliability, accuracy or completeness of the compiled financial information contained in the financial statements. Nor do we accept any liability of any kind whatsoever, including liability by reason of negligence, to any person for losses incurred as a result of placing reliance on this financial report.

*Mead Stark Ltd*

Mead Stark Ltd

29 The Mall, Cromwell

Dated: 24 August 2023

## Entity Information

### Cromwell Museum Trust For the year ended 30 June 2023 Cash Basis

#### Legal Name of Entity

Cromwell Museum Trust

#### Entity Type and Legal Basis

Local Museum, Incorporated Society and Registered Charity

#### Charities Registration Number

CC52096

#### Entity's Purpose or Mission

The museum aims to achieve our vision through the provision of public programmes, including those for schools, exhibitions, research facilities, developing the collection and a range of visitor services.

#### Entity Structure

The Museum Trust is made up of trustees which includes a Chairperson. A Director oversees the 35 volunteers who help our manning the museum and doing various tasks including packing of archives, photographing archives, listing archives on the Ehive Website. The secretarial and financial work is done by an honorary secretary/treasurer

#### Main Sources of Entity's Cash and Resources

The main source of income is provided by way of a grant from the Central Otago District Council. This is paid out in quarterly instalments. We have received a three-year grant from Lotteries to enable us to pay an honorarium to the museum director. Other grants are applied for as required and donations are requested from visitors to the Museum.

#### Main Methods Used by Entity to Raise Funds

Applying for grants from various group and also donations from the visiting public.

#### Entity's Reliance on Volunteers and Donated Goods or Services

The museum relies heavily on volunteers help to run the museum. All the collection items have been donated to the museum and because of the lack of records, we do not /have not found any evidence of any being purchased.

#### Additional Information

Website: [www.cromwellmuseum.nz](http://www.cromwellmuseum.nz) Phone 03 445 3287 Email: [noeline@cromwellmuseum.nz](mailto:noeline@cromwellmuseum.nz)

#### Postal & Physical Address

47 The Mall, Cromwell, Central Otago, New Zealand, 9310



## Approval of Financial Report

**Cromwell Museum Trust**  
**For the year ended 30 June 2023**  
**Cash Basis**

The Trustees are pleased to present the approved financial report including the historical financial statements of Cromwell Museum Trust for the year ended 30 June.

APPROVED

A handwritten signature in blue ink, appearing to read 'Noeline Brown', written over a horizontal line.

Noeline Brown

Secretary

Date 29/8/23

A handwritten signature in blue ink, appearing to read 'Martin Anderson', written over a horizontal line.

Martin Anderson

Chairperson

Date 29/8/23





## Statement of Service Performance

### Cromwell Museum Trust

For the year ended 30 June 2023

### Cash Basis

#### Description of Entity's Outcomes

To provide informative and Educational information about the history of the local area to the Cromwell and districts' resident and also to the travelling public.

	2023	2022
<b>Description and Quantification of the Entity's Outputs</b>		
Number of Visitors	5,057	3,215
Number of New Displays	4	5

#### Description and Quantification of the Entity's Outputs

Museum is open to visitors Monday to Sunday from 11 am - 3 pm, the exception to this are Christmas Day, Boxing Day, Good Friday and the morning of ANZAC day when the Museum will remain closed (last Year: same as this year).

#### Additional Output Measures

This year there were five changing exhibitions including:

- A short film by an award-winning young filmmaker
- Hand-coloured photographic images and portraits from the collection
- Goldfields Primary School art exhibition
- Chinese settlement display

An upcoming exhibition 'Butterflies of Central Otago' will be installed for the summer season.

Funding has been successful for:

- Printing costs from Pub Charities and Otago Community Trust for The Carrick Range by Jim Walton
- Design and printing costs for an upgrade to the four photo album displays - from Pub Charities, Cromwell Community Board and Lions Cromwell
- Printing and design costs for the Butterflies exhibition

The Cromwell Museum is now part of the Central Otago Museums Trust which includes five museums from the district and is funded by CODC. This trust has raised funds from the Ministry of Culture and Heritage for the project - 'Central Museums 100' - which will see each museum choose 20 items from their collection that tells their unique stories. The Cromwell Museum and ehive volunteers are actively engaged in implementing this major project which will be finalised in June 2024.

Progress for the new museum continues with detailed plans from the architects now signed off and contractors for the exhibition installation to be decided by the end of 2023.

#### Additional Information

Under the supervision of our Director, Jennifer Hay, the museum has continued to offer a great service to the locals and the travelling public. It is a friendly, informative place to visit and one that has attracted a lot of school visits over the year.





## Statement of Receipts and Payments

### Cromwell Museum Trust For the year ended 30 June 2023

	NOTES	2023	2022
<b>Operating Receipts</b>			
Donations, fundraising and other similar revenue	1	81,603	71,816
Interest, dividends and other investment receipts	1	429	21
<b>Total Operating Receipts</b>		<b>82,033</b>	<b>71,837</b>
<b>Operating Payments</b>			
Payments relating to public fundraising	2	9,961	643
Volunteer and employee related payments	2	46,002	44,481
Payments relating to providing goods or services	2	7,922	5,744
Other operating payments	2	13,618	17,532
<b>Total Operating Payments</b>		<b>77,503</b>	<b>68,400</b>
<b>Operating Surplus or (Deficit)</b>		<b>4,529</b>	<b>3,437</b>
<b>Capital Receipts</b>			
Receipts from sale of resources		180	-
<b>Total Capital Receipts</b>		<b>180</b>	<b>-</b>
<b>Capital Payments</b>			
<b>Purchase of resources</b>			
<b>Payment for property, plant and equipment</b>			
Plant & Equipment		3,668	-
Payment for other assets		100	-
<b>Total Purchase of resources</b>		<b>3,768</b>	<b>-</b>
<b>Repayment of borrowings</b>			
<b>Payments for other liabilities</b>			
GST		3,060	1,206
<b>Total Repayment of borrowings</b>		<b>3,060</b>	<b>1,206</b>
<b>Total Capital Payments</b>		<b>6,828</b>	<b>1,206</b>
<b>Increase/(Decrease) in Bank Accounts and Cash</b>		<b>(2,118)</b>	<b>2,231</b>
<b>Cash Balances</b>			
Cash and cash equivalents at beginning of period		21,156	18,925
Cash and cash equivalents at end of period		19,038	21,156
<b>Net change in cash for period</b>		<b>(2,118)</b>	<b>2,231</b>

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.



## Statement of Resources and Commitments

### Cromwell Museum Trust For the year ended 30 June 2023 Cash Basis

	2023	2022
<b>Bank Accounts and Cash</b>		
<b>Bank and cash/(bank overdraft)</b>		
BNZ - Cromwell Museum Trust	18,435	18,490
BNZ - Projects Account	603	2,666
<b>Total Bank and cash/(bank overdraft)</b>	<b>19,038</b>	<b>21,156</b>
<b>Total Bank Accounts and Cash</b>	<b>19,038</b>	<b>21,156</b>
	2023	2022
<b>Money Held on Behalf of Others</b>		
	2023	2022
<b>Money Owed to the Entity</b>		
	2023	2022
<b>Other Resources</b>		
<b>Non Current</b>		
<b>Property, Plant and Equipment</b>		
<b>Plant and machinery owned</b>		
Opening Balance	59,073	59,073
Plant & Equipment	3,488	-
<b>Total Plant and machinery owned</b>	<b>62,561</b>	<b>59,073</b>
<b>Total Property, Plant and Equipment</b>	<b>62,561</b>	<b>59,073</b>
<b>Total Non Current</b>	<b>62,561</b>	<b>59,073</b>
<b>Total Other Resources</b>	<b>62,561</b>	<b>59,073</b>
	2023	2022
<b>Commitments</b>		
<b>Current</b>		
<b>Creditors and Accrued Expenses</b>		
GST	(1,493)	1,566
<b>Total Creditors and Accrued Expenses</b>	<b>(1,493)</b>	<b>1,566</b>
<b>Total Current</b>	<b>(1,493)</b>	<b>1,566</b>
<b>Total Commitments</b>	<b>(1,493)</b>	<b>1,566</b>
	2023	2022
<b>Equity</b>		
Current year earnings	4,529	3,437

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

## Statement of Resources and Commitments



	2023	2022
Retained earnings/Accumulated funds	78,663	75,226
<b>Total Equity</b>	<b>83,193</b>	<b>78,663</b>

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.



## Depreciation Schedule

### Cromwell Museum Trust

#### For the year ended 30 June 2023

NAME	DISPOSED	COST	OPENING VALUE	PURCHASES	DISPOSALS	DEPRECIATION	CLOSING VALUE
<b>Plant &amp; Equipment</b>							
Acer A515-55G 15.6" ( x3)		2,776	2,035	-	-	555	1,480
Acer Aspire C27-962 27" (X2)		2,539	1,862	-	-	508	1,354
Apple 21.5 inch mac computer		1,961	-	-	-	-	-
Apple Mac Computer		2,477	-	2,477	-	413	2,064
Data Projector PA503X		597	239	-	-	119	119
Desk, Chair & Filing Cabinet		1,011	-	1,011	-	84	927
Heatpump		2,758	-	-	-	-	-
Lighting		2,435	203	-	-	203	-
New fridge		347	156	-	-	69	87
NVR8-80 Spot Cam (Security)		1,512	1,109	-	-	302	807
Photographic equipment		2,527	-	-	-	-	-
Shelving		26,058	14,766	-	-	5,212	9,554
Shelving (storage)		3,618	-	-	-	-	-
Shelving in Geneology Room		856	-	-	-	-	-
Trolley		255	-	-	-	-	-
Wall panels (We Drove Here)		2,235	373	-	-	373	-
<b>Total Plant &amp; Equipment</b>		<b>58,033</b>	<b>20,743</b>	<b>3,488</b>	<b>-</b>	<b>7,838</b>	<b>16,393</b>
<b>Total</b>		<b>58,033</b>	<b>20,743</b>	<b>3,488</b>	<b>-</b>	<b>7,838</b>	<b>16,393</b>

These financial statements have been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.



## Statement of Accounting Policies

### Cromwell Museum Trust For the year ended 30 June 2023 Cash Basis

#### Basis of Preparation

The entity is permitted by law to apply PBE SFR-C (NFP) Public Benefit Entity Simple Format Reporting - Cash (Not for Profit) and has elected to do so. All transactions are reported in the Statement of Receipts and Payments and related Notes to the Performance Report on a cash basis.

#### Goods and Services Tax (GST)

The entity is registered for GST. All amounts are stated exclusive of goods and services tax (GST) except for accounts payable and accounts receivable which are stated inclusive of GST.

#### Plant & Equipment

Plant and equipment have been depreciated at using estimated life (straight line) method and are included at cost less depreciation. All other repairs and maintenance are recognised as expenses in the Statement of Financial Performance in the financial period in which they are incurred. Gains and losses on disposal of fixed assets are taken into account in determining the net result for the year.

#### Income Tax

Cromwell Museum Trust is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

#### Bank Accounts and Cash

Bank accounts and cash in the Statement of Receipts and Payments comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

#### Changes in Accounting Policies

There have been no changes in accounting policies. Policies have been applied on a consistent basis with those of the previous reporting period.





## Notes to the Performance Report

### Cromwell Museum Trust For the year ended 30 June 2023 Cash Basis

	2023	2022
<b>1. Analysis of Receipts</b>		
<b>Donations, fundraising and other similar receipts</b>		
CODC Grant	40,000	40,000
Donations	5,198	3,089
Grants Other	13,393	7,929
Lotteries Grant	20,000	20,000
Other Revenue/Sales	3,013	772
Special Donations	-	26
<b>Total Donations, fundraising and other similar receipts</b>	<b>81,603</b>	<b>71,816</b>
<b>Interest, dividends and other investment receipts</b>		
Interest Income	429	21
<b>Total Interest, dividends and other investment receipts</b>	<b>429</b>	<b>21</b>
	2023	2022
<b>2. Analysis of Payments</b>		
<b>Payments related to public fundraising</b>		
Purchases	9,961	643
<b>Total Payments related to public fundraising</b>	<b>9,961</b>	<b>643</b>
<b>Volunteer and employee related payments</b>		
Staff Remuneration	46,002	44,481
<b>Total Volunteer and employee related payments</b>	<b>46,002</b>	<b>44,481</b>
<b>Payments relating to providing goods or services</b>		
Computer Costs	947	774
Eftpos Rental	1,072	1,144
Insurance	1,870	-
Minor Collections/Displays	585	499
Repairs and Maintenance	409	288
Storage Rent	3,039	3,039
<b>Total Payments relating to providing goods or services</b>	<b>7,922</b>	<b>5,744</b>
<b>Other operating payments</b>		
Accounting	735	515
Advertising/Marketing	1,080	2,461
Bank Fees	12	5
Cleaning	1,496	1,205
Education	511	498
Freight & Courier	177	242
General Expenses	669	859
Hospitality	310	1,309

Notes to the Performance Report



Light, Power, Heating	4,294	4,579
Other consumables	60	500
Printing & Stationery	2,808	3,032
Telephone & Internet	1,334	1,451
Training	130	875
<b>Total Other operating payments</b>	<b>13,618</b>	<b>17,532</b>

2023 2022

### 3. Capital Receipts & Payments

#### Property, Plant and Equipment

Opening Balance	(59,073)	(59,073)
Plant & Equipment	(3,488)	-
<b>Total Property, Plant and Equipment</b>	<b>(62,561)</b>	<b>(59,073)</b>

#### Other Liabilities

GST	(1,493)	1,566
<b>Total Other Liabilities</b>	<b>(1,493)</b>	<b>1,566</b>

#### Equity

Opening Balance	78,663	75,226
Current year earnings	4,529	3,437
<b>Total Equity</b>	<b>83,193</b>	<b>78,663</b>

### 4. Related Parties

There were no transactions involving related parties during the financial year.

### 5. Events After the Balance Date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report (Last year - nil).

### 6. Commitments & Contingent Liabilities

The entity has no commitments & no contingent liabilities as at Balance date (Last year: Nil)

### 23.9.3 CROMWELL FINANCIAL REPORT FOR THE PERIOD ENDING 30 SEPTEMBER 2023

Doc ID: 1390197

#### 1. Purpose

To consider the financial performance overview as at 30 September 2023.

#### Recommendations

That the report be received.

#### 2. Background

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

The operating statement for the three months ending 30 September 2023 shows an unfavourable variance of (\$500k) against the revised budget.

2023/24 Full Year Annual Plan \$000	AS AT 30 SEPTEMBER 2023				2023/24 Full Year Revised Budget \$000
		YTD Actual \$000	YTD Revised Budget \$000	YTD Variance \$000	
	<b>Income</b>				
480	Internal Interest Revenue	431	123	308	480
10,589	Land Sale Proceeds	38	2,647	(2,609)	10,589
629	User Fees & Other	212	157	55	629
-	Reserves Contributions	126	-	126	-
130	Govt grants & subsidies	118	32	86	130
3,595	Rates	867	989	(122)	3,595
<b>15,423</b>	<b>Total Income</b>	<b>1,792</b>	<b>3,948</b>	<b>(2,156)</b>	<b>15,423</b>
	<b>Expenditure</b>				
143	Rates Expense	154	143	(11)	143
6,774	Cost of Sale of Land	3	1,694	1,691	6,774
32	Professional Fees	-	8	8	32
1,044	Cost Allocations	261	261	-	1,044
261	Fuel & Energy	75	65	(10)	261
197	Grants	148	49	(99)	197
255	Other Costs	44	64	20	255
633	Contracts	133	158	25	633
107	Internal Interest Expense	69	10	(59)	107
123	Building Repairs and Mtce.	33	31	(2)	123
762	Staff	201	190	(11)	762
59	Members Remuneration	9	15	6	59
909	Depreciation	227	227	-	909
394	Interest Expense	-	98	98	394
<b>11,693</b>	<b>Total Expenses</b>	<b>1,357</b>	<b>3,013</b>	<b>1,656</b>	<b>11,693</b>
<b>3,730</b>	<b>Operating Surplus / (Deficit)</b>	<b>435</b>	<b>935</b>	<b>(500)</b>	<b>3,730</b>

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



### Income for period ending 30 September 2023

Operating income reflects an unfavourable variance to the revised budget of (\$2.156M).

- Land sales has an unfavourable variance of (\$2.6M). Land sales relate to land subdivisions and there are currently no subdivisions ready for sale in Cromwell.
- User fees and other has a favourable variance of \$55k. The favourable variance is being driven by the timing of rentals and hires of \$35k and other miscellaneous income of \$20k. Rental and hires income is variable due to the different billing periods for leased property.
- Internal interest revenue has a favourable variance of \$308k. The higher surplus in reserves due to land sales and increasing market interest rates are driving this favourable variance.
- Reserves contributions has a favourable variance of \$126k. These are difficult to gauge when setting budgets and are dependent on developers' timeframes.
- Government grants and subsidies has a favourable variance of \$86k. This is due to \$118k of Better Off Funding received from the Department of Internal Affairs (DIA) towards the Cromwell pool liner replacement. This funding has been carried forward into 2023/24 and will be spent alongside the capital project.

2023/24 Full Year Annual Plan \$000	User Fees and Other Income	YTD	YTD	YTD		2023/24 Full Year Revised Budget \$000
		Actual \$000	Revised Budget \$000	Variance \$000		
114	Other Misc Income	49	29	20	●	114
231	Rentals & Hires	93	58	35	●	231
268	Cromwell Pool / Swim School	64	67	(3)	●	268
16	Cemeteries	6	4	2	●	16
<b>629</b>	<b>Total User Fees Income</b>	<b>212</b>	<b>158</b>	<b>54</b>		<b>629</b>

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

### Expenditure for period ending 30 September 2023

Expenditure has a favourable variance of \$1.656M against the revised budget. The variances are detailed below:

- Cost of sales of land has a favourable variance of \$1.691M. Cost of sales are linked to land sales and reflect the development costs for subdivision.
- Contracts has a favourable variance of \$25k. 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 reserves.
- Grants have an unfavourable variance of (\$99k). This is due to timing of the promotions grants and the budget. Of the \$197k revised budget, \$99k year-to-date has been allocated for promotional activities, and \$40k has been allocated to the Cromwell Museum.
- Other costs has a favourable variance of \$20k. These costs are needs-based and will vary against budget from time to time. Driving this variance is water charges of \$16k, water meters are due to be read in October and November 2023.

- Internal interest expense has an unfavourable variance of (\$59k). Market interest rates are increasing, which in turn is increasing the interest expense on deficit reserve balances. This is offset by the internal interest revenue.
- Interest expense has a favourable variance of \$98k. External debt funding has not been uplifted for the Cromwell Master plan projects. The current capital expenditure is being managed through internal cashflows.

### Capital Expenditure

Capital expenditure (CAPEX) for the period ending 30 September 2023 has a year-to-date favourable variance of \$871k. The actual CAPEX spent to date is 7% of the total revised budget. Carry-forward capital works project budgets from 2022/23 are still being worked through. Those projects that had started in the previous year are continuing. The carry-forward budgets will be presented to the Council towards the end of the calendar year. This table will be updated for the December 2023 financial report.

2023/24 Full Year Annual Plan \$000	AS AT 30 SEPTEMBER 2023					2023/24 Full Year Revised Budget \$000
		YTD Actual \$000	YTD Revised Budget \$000	YTD Variance \$000		
	<b>Parks and Reserves</b>					
76	Cromwell Reserves - Playground equipment	2	19	17	●	76
32	Cromwell Reserves - Irrigation	-	8	8	●	32
17	Cromwell Reserves - Landscaping	-	4	4	●	17
26	Cromwell Reserves - Fencing & Bins	-	7	7	●	26
5	Cromwell - Fencing	-	1	1	●	5
65	Anderson Park – Playground equipment	-	16	16	●	65
10	Anderson Park - Landscaping	-	2	2	●	10
15	Anderson Park - Irrigation & Bins	-	4	4	●	15
<b>246</b>	<b>Total Parks &amp; Reserves</b>	<b>2</b>	<b>61</b>	<b>59</b>		<b>246</b>
	<b>Cromwell Swimming Pool</b>					
9	Building upgrades	-	2	2	●	9
445	Machinery & Plant	167	111	(56)	●	445
5	Recreation equipment / furniture & fittings	4	1	(3)	●	5
<b>459</b>	<b>Total Cromwell Swimming Pool</b>	<b>171</b>	<b>114</b>	<b>(57)</b>		<b>459</b>
	<b>Property</b>				●	
1,595	Cromwell Town Centre	54	399	345	●	1,595
9,425	Cromwell Memorial Hall	644	2,356	1,712	●	9,425
<b>11,020</b>	<b>Total Property</b>	<b>698</b>	<b>2,755</b>	<b>2,057</b>		<b>11,020</b>
<b>11,725</b>	<b>Total Capital Expenditure</b>	<b>871</b>	<b>2,930</b>	<b>2,059</b>	●	<b>11,725</b>

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

### Parks and Reserves has an overall favourable variance of \$59k

- Parks and reserves work programmes are being prepared and are in the planning stage. The Lowburn Hall playground project is awaiting feedback from the community before continuing.

**Cromwell swimming pool has an overall unfavourable variance of (\$57k)**

- Work is continuing on the sand filter and main pool liner project. The main pool liner project is funded by the Better Off Funding discussed earlier in grants and subsidies income.

**Property has an overall favourable variance of \$2.057M**

- Cromwell Town Centre has a favourable variance of \$345k. The design works for the Cromwell Town Centre project are still in the preliminary concept plan stage.
- Cromwell Memorial Hall has a favourable variance of \$1.712M. This project is approaching the completion of the design. Currently undertaking contractor procurement and preparing for demolition and construction in 2024.

**Reserve Funds table for Cromwell Ward**

- As at 30 June 2023 the Cromwell Ward has an unaudited closing reserve funds balance of \$26.034M. This is the ward specific reserves and does not factor in the district-wide reserves which are in deficit at (\$24.69M). Refer to Appendix 1.

**3. Attachments****Appendix 1 - Cromwell Ward Reserves 2022-23 [↓](#)**

Report author:



Donna McKewen  
Accountant  
8/11/2023

Reviewed and authorised by:



Saskia Righarts  
Group Manager – Business Support  
10/11/2023

## UNAUDITED - 2022/23 Annual Report

<b>CROMWELL RESERVES</b>	<b>Opening Balance</b>	<b>Transfers In</b>	<b>Transfers Out</b>	<b>Closing Balance</b>
	<b>A</b>	<b>B</b>	<b>C</b>	<b>D = A + B - C</b>
<b>Cromwell Recreation and Culture Charge</b>				
3412 - Bannockburn Community Centre	(270,224)	464	-	(269,760)
3414 - Cromwell Memorial Hall	(349,106)	-	(2,143,441)	(2,492,548)
3416 - Cromwell Sports Pavillions	79,455	6,308	-	85,763
3417 - Tarras Community Centre	26,575	35,312	-	61,887
3419 - Cromwell Resource Centre Building	(30,337)	7,469	-	(22,868)
3463 - Cromwell Reserves	-	-	-	-
3491 - Cromwell Pool	(1,023,962)	-	(79,138)	(1,103,100)
3418 - Cromwell Museum	-	-	-	-
3461 - Anderson Park	(10,264)	38,411	-	28,147
	<b>(1,577,864)</b>	<b>87,964</b>	<b>(2,222,579)</b>	<b>(3,712,479)</b>
<b>Cromwell Ward Services Rate</b>				
3111 - Cromwell General Revenues	5,349,035	601,948	-	5,950,983
3341 - Forestry Cromwell	-	-	-	-
3351 - Property General Cromwell	4,788,709	126,847	(657,804)	4,257,752
3352 - Endowment Land Cromwell	4,066,903	8,239,453	-	12,306,356
3353 - Medical Centre Cromwell	(123)	-	(3)	(126)
3361 - Industrial Estate Cromwell	6,682,331	177,006	(95,449)	6,763,888
3431 - Cromwell Community Grants	-	-	-	-
3451 - Bannockburn Recreation Reserve Committee	6,763	279	-	7,042
3757 - Cromwell Town Centre	(1,369,503)	-	(143,352)	(1,512,856)
	<b>19,524,114</b>	<b>9,145,534</b>	<b>(896,608)</b>	<b>27,773,040</b>
<b>Cromwell Promotion Charge</b>				
3033 - Crom Promotions	-	-	-	-
	-	-	-	-
<b>Cromwell Ward Services Charge</b>				
3831 - Cromwell Cemetery	-	-	-	-
3832 - Nevis Cemetery	1,549	65	-	1,614
3211 - Elected Members - Cromwell	-	-	-	-
	<b>1,549</b>	<b>65</b>	-	<b>1,614</b>
<b>Cromwell Ward Specific Reserves</b>				
3120 - Cromwell Athenaeum Trust	86,872	2,301	-	89,173
3122 - CO Sports Turf Trust	26,828	2,732	-	29,559
3125 - Cromwell Bowling Club fund	14,036	372	-	14,408
3135 - Cromwell Golf Club fund	19,829	5,785	-	25,614
3139 - Cromwell Land Endowment fund	233,769	6,192	-	239,961
3150 - Cromwell Speedway Club Fund	7,064	187	-	7,252
3151 - Cromwell Sports Club Fund	69,333	1,837	-	71,170
3153 - Cromwell Squash Club Fund	4,563	121	-	4,684
3157 - Cromwell Vintage Car Club Fund	6,289	167	-	6,455
3760 - Cromwell Master Plan	(785,927)	-	(20,578)	(806,505)
	<b>(317,344)</b>	<b>19,692</b>	<b>(20,578)</b>	<b>(318,229)</b>
<b>Cromwell Ward Development Fund</b>				
3146 - Cromwell Reserves Contribution	1,898,343	496,581	(104,243)	2,290,681
	<b>1,898,343</b>	<b>496,581</b>	<b>(104,243)</b>	<b>2,290,681</b>
<b>Grand Total</b>	<b>19,528,798</b>	<b>9,749,836</b>	<b>(3,244,008)</b>	<b>26,034,626</b>

## **6 MAYOR'S REPORT**

### **23.9.4 MAYOR'S REPORT**

**Doc ID: 1383651**

#### **1. Purpose**

To consider an update from His Worship the Mayor.

---

#### **Recommendations**

That the Cromwell Community Board receives the report.

---

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

#### **2. Attachments**

**Nil**

## **7 CHAIR'S REPORT**

### **23.9.5 CHAIR'S REPORT**

**Doc ID: 1383656**

#### **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**

### **23.9.6 MEMBERS' REPORTS**

**Doc ID: 1383658**

#### **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

### 23.9.7 NOVEMBER GOVERNANCE REPORT

Doc ID: 1383659

#### 1. Purpose

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

---

#### Recommendations

That the report be received.

---

#### 2. Discussion

##### Status Reports

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

#### 3. Attachments

**Appendix 1 - 20231128 CCB Status Updates.docx** [↓](#)

Report author:



Sarah Reynolds  
Governance Support Officer  
10/11/2023

Reviewed and authorised by:



Saskia Righarts  
Group Manager - Business Support  
10/11/2023



Status Updates		Committee: Cromwell Community Board			
Meeting	Report Title	Resolution No	Resolution	Officer	Status
24/10/2023	2024 Meeting Schedule	23.8.4	That the Cromwell Community Board A. Receives the report and accepts the level of significance. B. Adopts the proposed 2024 meeting schedule for the Cromwell Community Board.	Governance Manager	<b>30 Oct 2023</b> Meeting schedule has been entered into calendars for elected members and the community. <b>MATTER CLOSED</b>
24/10/2023	Bannockburn Community Centre Management Committee Grant Accountability and Request	23.8.2	That the Cromwell Community Board A. Receives the report and accepts the level of significance. B. Notes the accountability report from the Bannockburn Community Centre Management Committee C. Agrees to allow the Bannockburn Community Centre Management Committee to use the unspent portion of their 2022/23 grant of \$4519.50 on repainting areas in the main hall.	Community Development Advisor	<b>10 Nov 2023</b> Applicant advised of outcome. <b>MATTER CLOSED</b>
13/09/2023	Cromwell Golf Club - Funding request	23.7.3	That the Cromwell Community Board A. Receives the report and accepts the level of significance. B. Recommends that the Board approves funding of \$10,000 from the Cromwell Golf Club fund to assist with the cost of a new greens mower. C. Directs that this funding be subject to the provision of a copy of the invoice for the new greens mower.	Property and Facilities Officer (Cromwell)	<b>06 Nov 2023</b> Cromwell Golf Club has sent an invoice to Council for payment. Payment has been approved. <b>MATTER CLOSED</b> <b>30 Oct 2023</b> Purchase order provided to the Golf Club for sending invoice for payment. <b>03 Oct 2023</b> Golf Club gaining funding for the balance of the purchase, will then send invoice to us for \$10k, along with copy of full invoice for the purchase

13/09/2023	2023/24 Community and Promotions Grants Applications - 1st Funding Round	23.7.2	<p>That the Cromwell Community Board:</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Allocates \$10,000 to the Bannockburn Bowling Club towards the costs of a new kitchen from the 2023/24 community grants budget.</p> <p>C. Allocates \$4,000 to Dare 2 Sweat Events for marketing and promotion of the Feb 2024 Spirited Women Adventure Race from the promotions grants budget in the 2023/24 financial year.</p> <p>D. Allocates \$1,500 to Arts Central towards costs for advertising and promotion of the exhibition, venue hire and display materials at ACE 24 from the promotions grants budget in the 2023/2024 financial year.</p> <p>E. Declines the application for \$7,686 to Central Otago Queenstown Trail Network Trust towards resource consent costs from the 2032/24 community grants budget. The Board would like to request that the grant is brought to Council.</p>	Media and Marketing Manager/ Community Development Advisor	<p><b>07 Nov 2023</b> No further update.</p> <p><b>29 Sep 2023</b> All Applicants advised of Board decision and supplied with details on how to uplift grant.</p>
8/05/2023	Cromwell Memorial Hall	23.3.3	<p>That the Cromwell Community Board:</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Adopts developed design for the Cromwell Memorial Hall building as detailed in appendix one of the report.</p> <p>C. Approves the commencement of detailed design.</p> <p>D. Approves the demolition of the existing hall building and appropriate salvaging.</p> <p>E. Approves the procuring of construction and demolition services.</p> <p>F. Notes that the 2021/31 Long Term Plan funds the Cromwell Memorial Hall project at a cost of \$31.5M and that the developed design estimate is now expected to be \$42.849M.</p>	Project Manager - Property	<p><b>10 Nov 2023</b> Report deferred to the November meeting.</p> <p><b>06 Oct 2023</b> Report to be presented to the October meeting.</p> <p><b>18 Aug 2023</b> Report to be presented at the 11 September Cromwell Community Board meeting.</p> <p><b>17 Jul 2023</b> Consultant engaged to complete a financial assessment; this will be presented to Cromwell Board at the 11 September meeting.</p> <p><b>02 Jun 2023</b> Detailed design due to be completed in August 2023.</p>

			<p>G. Notes the shortfall in project funding of \$11.349M of which \$5M is expected to be met from external funders that are to be confirmed in November 2023 and that the remaining \$6.349M is proposed to be funded by way of by land sales from the Cemetery Road industrial development.</p> <p>H. Prior to approval of the detailed design, the Board receives for its approval:</p> <ul style="list-style-type: none"> <li>i. The proposed operating model for the facility</li> <li>ii. The projected operating and maintenance costs</li> <li>iii. The likely rating implications going forward</li> </ul> <p>I. The Board notes the district review of museum services and recommends to Council that it considers the Cromwell Memorial Hall project in that review.</p> <p>J. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.</p>		
8/05/2023	2022/23 Community and Promotions Grants Applications - 2nd Round	23.3.2	<p>That the Cromwell Community Board:</p> <ul style="list-style-type: none"> <li>A. Receives the report and accepts the level of significance.</li> <li>B. Allocates \$900 to Health Awareness Cromwell towards venue hire and advertising of a Health and Wellbeing Expo from the 2022/23 community grants budget.</li> <li>C. Allocates \$9,000 to the Cromwell and Districts Community Trust towards stage one of the Chinese Settlement Project from the 2022/23 community grants budget.</li> <li>D. Allocates \$6,950 to the Cromwell Museum Trust towards the design and construction of four photo albums from the 2022/23 community grants budget.</li> <li>E. Allocates \$2,900 to Family Works towards the Growing Taller Programme (Cromwell) from the 2022/23 community grants budget.</li> <li>F. Allocates \$6,490 to the WoolOn Creative Fashion Society for lighting, sound and catwalk costs at the</li> </ul>	Community Development Advisor	<p><b>10 Nov 2023</b> Most grants have been paid. Both Health Awareness Cromwell and Family Works have been set up as new suppliers, however invoices are yet to be received.</p> <p><b>06 Oct 2023</b> Grants are yet to be paid to Health Awareness Cromwell and Family Works. Health Awareness Cromwell were contacted by staff and asked for an update on the expo – a response has not yet been received. Family Works have been set up as a new supplier however staff have not had a response to the request for an invoice.</p> <p><b>01 Jun 2023</b> All grant recipients have been informed of the outcome of their application. Purchase orders and new supplier forms have been raised and are being worked through for each successful applicant.</p>

			<p>2023 WoolOn event from the promotions grants budget in the 2022/23 financial year.</p> <p>G. Allocates \$95,000 to the Cromwell and Districts Promotions Group for Light Up Winter, Fireworks and Street Party, Cherry Spitting Competition, Summer Series and Cromwell Ambassador Programme from the promotions grants budget in the 2023/2024 financial year, subject to the following:</p> <ul style="list-style-type: none"> <li>i. approval of the 2023/2024 Annual Plan;</li> <li>ii. an agreement being signed between both parties confirming the Boards expectations of deliverables.</li> </ul>		
9/02/2023	Cromwell Sports Club Request for Funding	23.1.3	<p>That the Cromwell Community Board</p> <ul style="list-style-type: none"> <li>A. Receives the report and accepts the level of significance for the release of the Cromwell Sports Club Reserve Fund.</li> <li>B. Agrees to release the Cromwell Sports Club Fund reserve (3151) amount of \$69,333 to the Cromwell Sports Club towards the upgrade of its facilities.</li> <li>C. Agrees to consider any additional contribution towards the upgrade of the Cromwell Sports Club facilities on Anderson Park Recreation Reserve as part of the 2024-34 Long-term Plan process.</li> <li>D. Agrees that the release of the Cromwell Sports Club Fund reserve (3151) is subject to the Sports Club achieving its fundraising targets from other funders.</li> </ul>	Community Development Advisor	<p><b>10 Nov 2023</b> Meeting held with Cromwell Sports club and discussed the challenges of this LTP next follow up meeting to be had in November.</p> <p><b>06 Oct 2023</b> Meeting has been scheduled to discuss feasibility report and next steps.</p> <p><b>22 Aug 2023</b> A meeting is being scheduled between CODC staff and Cromwell Sports Club to discuss feasibility report and next steps.</p> <p><b>17 Jul 2023</b> Matter on hold until considered as part of the 2024/34 Long-term Plan process.</p> <p><b>01 Jun 2023</b> Matter on hold until considered as part of the 2024/34 Long-term Plan process.</p> <p><b>21 Apr 2023</b> Matter on hold until considered as part of the 2024/34 Long-term Plan process.</p> <p><b>07 Mar 2023</b> The Sports Club advised of the resolution. On hold until considered as part of the 2024/34 Long-term Plan process.</p> <p><b>15 Feb 2023</b> Action memo sent to staff.</p>

12/09/2022	2022/23 Community and Promotions Grants Applications	22.6.3	<p>That the Cromwell Community Board:</p> <ul style="list-style-type: none"> <li>A. Receives the report and accepts the level of significance.</li> <li>B. Allocates \$11,270 to the Bannockburn Community Centre Management Committee Inc. towards floor resurfacing and refurbishment of the bell tower from the 2022/23 community grants budget.</li> <li>C. Allocates \$5,000 to the Tarras School towards resurfacing the school pool from the 2022/23 community grants budget.</li> <li>D. Allocates \$13,903.50 to the Cromwell Menz Shed Charitable Trust towards building security fencing from the 2022/23 community grants budget, subject to the land being suitable for development.</li> <li>E. Allocates \$1,520 to the Cromwell and Districts Community Arts Council Inc. for venue hire for the annual arts exhibition from the promotions grants budget in the 2022/23 financial year.</li> </ul>	Community Development Advisor	<p><b>10 Nov 2023</b> No further update on the Cromwell Menz Shed since the last meeting.</p> <p><b>06 Oct 2023</b> The Bannockburn Hall's accountability report is a separate report on the September agenda. The Cromwell Menz Shed project is advancing, they are currently waiting for working drawings and will then apply for building consent. Once consent is granted an application for funding will be submitted to the Otago Community Trust.</p> <p><b>21 Aug 2023</b> Central Lakes Trust have awarded \$197,000 towards the Cromwell Menz Shed project in August. The project is now considering its other funding options before proceeding with the build.</p> <p><b>01 Jun 2023</b> Accountability for the Tarras Pool project has been received. The Bannockburn Hall floor resurfacing is expected to take place in July 2023. The site for the proposed Cromwell Menz Shed has been cleared and the Menz Shed are now waiting for updated quotes to advance their project.</p> <p><b>21 Apr 2023</b> The Solid Waste team have recently met with the Cromwell Menz Shed. The stockpile of glass is still to be moved so that the Menz Shed can obtain a new quote.</p> <p><b>07 Mar 2023</b> The delay in the payment of the grant to the Cromwell Menz Shed continues. Solid Waste advises gas monitoring was completed over the Christmas break and a report with results and recommendations has been finalised. The Menz Shed are now looking to obtain new quotes for completing this work but require CODC to move the stockpiled glass before this can be completed. The stockpiled glass will be relocated in the coming weeks to assist with progressing the Menz Shed development.</p> <p><b>31 Jan 2023</b></p>
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					<p>The delay in the payment of the grant to the Cromwell Menz Shed continues. Solid Waste advises that gas monitoring was completed over the Christmas break and a report with the results and recommendations is currently being reviewed.</p> <p><b>07 Nov 2022</b> Grants to the Bannockburn Community Centre Management Committee and the Tarras School have been paid. There has been a delay in the payment of the grant to the Cromwell Menz Shed as Council engaged a consultant to provide guidance around the requirements for the construction of a shed in the vicinity of the closed landfill. The consultant's report identified that further investigation around potential gas risk is required to determine what mitigations need to be included with the construction.</p>
15/02/2022	Cromwell Cemetery Development Plan	22.1.2	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Subject to any land currently under contract for disposal, classify the remainder of Lot 3 Deposit Plan 505292 as Local Purpose – (Cemetery) Reserve under the provisions of the Reserves Act 1977.</p> <p>Subject to</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Public consultation in accordance with the Reserves Act 1977.</li> <li><input type="checkbox"/> The consent of the Minister of Conservation</li> </ul> <p>C. Extend designation 200 (subject to the process under the Resource Management Act 1991) to include the newly classified area above.</p> <p>D. Approves the proposed Cromwell Cemetery Development Plan 2021.</p> <p>E. That funding be included in future long-term plans to provide for implementation of the plan.</p> <p>F. Authorises the Chief Executive Officer to do all that is necessary to give effect to the resolution.</p>	Parks Officer - Projects	<p><b>18 Aug 2023</b> Status updates on hold while the classification process takes place. Funding is being included in the Draft LTP to further develop and then implement the concept.</p> <p><b>ON HOLD</b></p> <p><b>18 Jul 2023</b> Status updates on hold while the classification process takes place.</p> <p><b>02 Jun 2023</b> No change.</p> <p><b>18 Apr 2023</b> No change.</p> <p><b>03 Mar 2023</b> No further update.</p> <p><b>31 Jan 2023</b> Status updates on hold while the reserve classification process takes place.</p> <p><b>09 Nov 2022</b> Status updates on hold while the reserve classification process takes place.</p> <p><b>30 Aug 2022</b> Status updates on hold while the classification process takes place.</p> <p><b>28 Apr 2022</b> Status updates on hold while the classification process takes place.</p>

					<p><b>17 Mar 2022</b> The process for the design and classification of the Cemetery Reserve is underway.</p> <p><b>21 Feb 2022</b> Action memo sent to the Parks Officer, Projects.</p>
18/05/2021	Submissions on the Long-term Plan 2021-31 Consultation Document	21.4.3	That the Cromwell Community Board recommends to the Council that staff are requested to investigate the request for a toilet from the Cromwell Bike Park further and provide a report for consideration in a future annual or long-term plan.	Property and Facilities Manager	<p><b>30 Oct 2023</b> No Change.</p> <p><b>03 Oct 2023</b> No Change</p> <p><b>31 Aug 2023</b> No change.</p> <p><b>17 Jul 2023</b> Toilet has been programmed for a November 2023 install.</p> <p><b>29 May 2023</b> Procurement process for toilet supply and services in progress.</p> <p><b>27 Apr 2023</b> Procurement process for toilet supply and services commencing.</p> <p><b>01 Mar 2023</b> Project planning is underway.</p> <p><b>27 Jan 2023</b> Better Off Funding has been approved. Project plan in progress.</p> <p><b>15 Nov 2022</b> Waiting on Better Off Funding.</p> <p><b>31 Aug 2022</b> Funding through infrastructure to be confirmed September 2022. Background investigations (eg checking placement of services, getting quotes) have started to get the project underway.</p> <p><b>14 Jul 2022</b> Report being prepared and is scheduled for the November Council meeting.</p> <p><b>08 Jun 2022</b> A report is being prepared to Council for next financial year.</p> <p><b>17 May 2022</b></p>

					<p>A verbal report was presented to CCB at their meeting on 9 May 2022 by Garreth Robinson (on behalf of the report writer) with an update plus to advise that a report is being prepared for the September meeting to go to Council requesting funding from the AP 23/24.</p> <p><b>17 Mar 2022</b></p> <p>The survey has been received and a report is being prepared which will be presented to the Cromwell Community Board on 9 May 2022.</p> <p><b>07 Jan 2022</b></p> <p>This is a double-up.</p> <p><b>24 Nov 2021</b></p> <p>Property and Facilities Officer - Cromwell has emailed Bike Park committee to follow up and remind them of survey requirements. These should be available end of February 2022.</p> <p><b>24 Aug 2021</b></p> <p>Cromwell Bike Park committee to undertake a usage study of the toilet facilities at the site in summer to reflect peak usage</p>
8/03/2021	Cromwell Pool Heating Upgrade	21.2.6	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves additional funding of up to \$162,000 for the Cromwell Pool water sourced heating project from the Cromwell Reserves Contribution cost centre.</p>	Parks and Recreation Manager	<p><b>07 Nov 2023</b></p> <p>Final adjustments are being made to the heating coil operating systems.</p> <p><b>06 Oct 2023</b></p> <p>The Heating Coil has been installed, calibration of the coil with the rest of the Pool plant is taking place.</p> <p><b>15 Aug 2023</b></p> <p>Heating coil has arrived; contractor will not be able to install until mid-September.</p> <p><b>17 Jul 2023</b></p> <p>Heating coil is expected to be installed late August.</p> <p><b>30 May 2023</b></p> <p>Staff are working with the contactors to finalise practical completion. An additional heating coil is also being installed to assist with the consistency of heating within the pool heating system.</p> <p><b>27 Apr 2023</b></p> <p>No change.</p> <p><b>03 Mar 2023</b></p> <p>Work is continuing on practical completion of heat pump and associated works.</p> <p><b>13 Jan 2023</b></p>



				<p>Heat pump running as anticipated, practical completion of the work is due late January.</p> <p><b>09 Nov 2022</b> Project is nearing completion with a few small areas for contractor still to work through prior to handing back to Council.</p> <p><b>30 Aug 2022</b> Commissioning work is still being undertaken to ensure the systems are operating efficiently.</p> <p><b>18 Jul 2022</b> The pool is now back operating with final commissioning being undertaken.</p> <p><b>08 Jun 2022</b> Work is well underway on this project. It is anticipated that the pool will reopen 4 July.</p> <p><b>28 Apr 2022</b> Work is currently taking place.</p> <p><b>17 Mar 2022</b> The heat pump is expected this week (14 - 18 March 2022). Work on the installation projected to take place after Easter.</p> <p><b>21 Jan 2022</b> Formal contract documents are being developed for this work.</p> <p><b>10 Nov 2021</b> Final designs have been prepared and are being priced by the contractor Hanlons. Price is expected mid-November.</p> <p><b>07 Oct 2021</b> Hanlons Plumbing have been appointed as contractor for this work. The heat pump is due around Feb 2022</p> <p><b>24 Aug 2021</b> Heat pump ordered, expected to arrive in approximately 6 months' time. In process of preparing detailed design work for pricing by preferred contractor.</p> <p><b>19 Jul 2021</b> Preferred contractor has been identified. Work is now progressing to prepare documentation for this contract.</p> <p><b>02 Jun 2021</b></p>
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					<p>The evaluation process for selecting a preferred contractor for undertaking the heat pump upgrade has taken place. Work is continuing on background checks before appointing a preferred contractor. This is expected to occur in early June.</p> <p><b>30 Apr 2021</b> Request for proposal to engage a suitable contractor was sent out late April with evaluation of tenders received scheduled for late May.</p> <p><b>09 Apr 2021</b> The procurement plan is currently being prepared.</p> <p><b>12 Mar 2021</b> Action memo sent to the Parks and Recreation Manager</p>
11/05/2020	Request to Renew the Cromwell Golf Club Lease (PRO 62-3048-L1)	20.2.12	<p>That the Board:</p> <p>A. <b>Receives</b> the report and accepts the level of significance.</p> <p>B. <b>Declines</b> the request for early renewal of the lease held by the Cromwell Golf Club Incorporated Over Section 4 Block XCII Town of Cromwell for a term of 21 years.</p> <p>C. <b>Agrees</b> to the development of a consultation document for the purposes of consulting with the Cromwell Golf Club about the future of the Cromwell Golf Course.</p>	Team Leader - Statutory Property	<p><b>10 Nov 2023</b> Lease confirmed.</p> <p><b>MATTER CLOSED</b></p> <p><b>04 Oct 2023</b> Draft Deed of Renewal written. New lease to commence 1 November 2023.</p> <p><b>13 Sep 2023</b> The Golf Club has been in contact with Council regarding their lease.</p> <p><b>08 Mar 2023</b> Board will be advised if previous status changes. Matter closed.</p> <p><b>February 2022</b> Matter not progressing at this point. Will advise Board if conversations reopen.</p> <p>On hold.</p> <p><b>December 2021</b> Consultation ongoing.</p> <p><b>November 2021</b> Staff are working with the club and considering options. No further update is available at this stage.</p> <p><b>August - October 2021</b> Golf NZ working with Cromwell Golf Club.</p> <p><b>June 2021</b> Awaiting further response from Golf NZ.</p> <p><b>April 2021</b></p>

					<p>Discussions continue with Golf NZ.</p> <p><b>February 2021</b></p> <p>Awaiting further response from Golf NZ.</p> <p><b>September – December 2020</b></p> <p>NZ Golf working with Golf Club to progress.</p> <p><b>July 2020</b></p> <p>Chair of Cromwell Community Board and Executive Manager – Planning &amp; Environment attended a meeting with the Golf Club on 21 July to discuss a way forward.</p> <p><b>June 2020</b></p> <p>Golf Club advised of the decision. Chair of CCB and staff will attend a meeting of the Golf Club.</p> <p><b>May 2020</b></p> <p>Action memo sent to the Property Officer – Statutory.</p>
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**10            DATE OF THE NEXT MEETING**

The date of the next scheduled meeting is 23 January 2024.

## 11 RESOLUTION TO EXCLUDE THE PUBLIC

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### Recommendations

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
<b>Confidential Minutes of Ordinary Board Meeting</b>	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
<b>23.9.8 - Cromwell Memorial Hall</b>	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	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>23.9.9 - November Confidential Governance Report</b>	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

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