



AGENDA

Teviot Valley Community Board Meeting Thursday, 23 November 2023

Date: Thursday, 23 November 2023

Time: 9.30 am

Location: Roxburgh Service Centre, 120 Scotland
Street, Roxburgh

(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 Teviot Valley Community Board will be held in Roxburgh Service Centre, 120 Scotland Street, Roxburgh and live streamed via Microsoft Teams on Thursday, 23 November 2023 at 9.30 am. The link to the live stream will be available on the Central Otago District Council's website.

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Members Mr N Dalley (Chairperson), Mr M Jessop, Cr S Feinerman, Ms G Booth, Mr R Read

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

Teviot Valley Community Board - 19 October 2023

**MINUTES OF A MEETING OF THE
TEVIOT VALLEY COMMUNITY BOARD
HELD IN THE ROXBURGH SERVICE CENTRE, 120 SCOTLAND STREET, ROXBURGH
AND LIVE STREAMED VIA MICROSOFT TEAMS ON THURSDAY, 19 OCTOBER 2023
COMMENCING AT 2.00 PM**

PRESENT: Mr N Dalley (Chairperson), Mr M Jessop, Cr S Feinerman, Ms G Booth,
Mr R Read

IN ATTENDANCE: P Kelly (Chief Executive Officer), L van der Voort (Group Manager - Planning and Infrastructure), S Righarts (Group Manager - Business Support), P Penno (Community and Engagement Manager), A Rodgers (Principal Policy Planner), E van der Westhuizen (Cadet), S Reynolds (Governance Support Officer)

The Chair welcomed the new Chief Executive Officer.

1 APOLOGIES

There were no apologies.

2 PUBLIC FORUM

There were no speakers at public forum.

3 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Feinerman
Seconded: Booth

That the public minutes of the Teviot Valley Community Board Meeting held on 7 September 2023 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

23.6.2 2024 MEETING SCHEDULE

To approve a schedule of Teviot Valley Community Board meetings for 2024.

The board requested that all future meetings be held in the morning instead of the afternoon, and an amendment was made to the resolution to reflect this change.

COMMITTEE RESOLUTION

Moved: Dalley
Seconded: Jessop

That the Teviot Valley Community Board

- A. Receives the report and accepts the level of significance.
- B. Adopts the proposed 2024 meeting schedule for the Teviot Valley Community Board with a note that future Community Board meetings will be held in the morning.

CARRIED

6 MAYOR'S REPORT**23.6.3 MAYOR'S REPORT**

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

7 CHAIR'S REPORT**23.6.4 CHAIR'S REPORT**

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

- Noted that there are many projects that have been a long time in the planning that are now coming into fruition, at the time of year where we welcoming a large number of visitors
 - Noted the imminent opening of the swimming pool and acknowledged all the great work undertaken to get it to this point
 - Also noted there is a good amount of construction work being done in the valley
 - Attended several business group meetings
 - Had been liaising with community members about recent road closures
-

COMMITTEE RESOLUTION

Moved: Booth
Seconded: Jessop

That the report be received.

CARRIED

8 MEMBERS' REPORTS**23.6.5 MEMBERS' REPORTS**

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

Mr Jessop reported on the following:

- Noted he is pleased to be back to meetings after missing several whilst he was overseas
-

- Attended a Teviot Museum meeting, they are preparing for opening in their new premise early next year
- Attended a Teviot Prospects meeting
- Attended a Millers Flat coffee meeting
- Attended an Otago Regional Council meeting
- Attended a Spatial Plan meeting
- Attended the Helios Energy, solar power project meeting, noting the large scale operation they are proposing

Ms Booth reported on the following:

- Attended the Medical Trust meeting
- Attended a Business Breakfast where the '50 Year Vision' and the Teviot Spatial Plan were discussed

Mr Read reported on the following:

- Attended a community garden group meeting
- Attended a MacPhail trust meeting
- Noted positivity around the new government halting the Lake Onslow project
- Also noted the rapid growth of Otago Regional Council as they expand their staffing numbers and their rates charges increase

Cr Feinerman reported on the following:

- Attended the Mihi Whakatau for the new Chief Executive Officer
- Attended a Walkways meeting and gave an update on their projects
- Attended a swimming pool meeting as they prepare for the opening
- Attended a Business Breakfast meeting
- Attended a Teviot Spatial Plan meeting last night with an impressive
- Gave an update to the board on the September Council meeting and Audit and Risk meeting
- Attended a Council workshop on Cromwell Town Centre Project

COMMITTEE RESOLUTION

Moved: Dalley
Seconded: Jessop

That the report be received.

CARRIED

9 STATUS REPORTS

23.6.6 OCTOBER 2023 GOVERNANCE REPORT

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

COMMITTEE RESOLUTION

Moved: Dalley

Seconded: Booth

That the report be received.

CARRIED

10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 23 November 2023.

The meeting closed at 2.43 pm

.....
CHAIR / /

4 DECLARATIONS OF INTEREST

23.7.1 DECLARATIONS OF INTEREST REGISTER

Doc ID: 1383596

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 - 20231123 TVCB Declarations of Interests.docx [↓](#)

Name	Member's Declared Interests	Spouse/Partner's Declared Interests	Council Appointments
Gill Booth			Teviot Valley Rest Home Roxburgh and District Medical Services Trust
Norman Dalley	Martel International Limited (Sole Director/Shareholder) Gilmour Development Limited (Sole Director/Shareholder) North Hill Limited (Sole Director/Shareholder) Teviot Valley Rest Home Incorporated (Chair) Roxburgh Entertainment Centre Improvement and Promotions Incorporated (Treasurer/Committee member) Dalley Family Trust (Trustee) Teviot Prospects (Member) Teviot Valley Rest Home Ltd (Director)	217 Scotland Street, Roxburgh (Property Owner) Gilchrist Town Orchard Limited (Shareholder/Director) Roxburgh and Districts Medical Services Trust (Trustee) Roxburgh Entertainment Centre Improvement and Promotions Incorporated (Committee Member)	I and H McPhail Charitable Trust Roxburgh Cemetery Trust Committee Roxburgh Swimming Pool Redevelopment Committee

Name	Member's Declared Interests	Spouse/Partner's Declared Interests	Council Appointments
Sally Feinerman	Feinerman's Ltd, 109 Scotland Street (Owner / Director) Roxburgh Pool Committee (Chair) Sally Feinerman Trust (Trustee) Feinerman Family Trust (Trustee) MPI Teviot Valley Community Hubs group	Breen Construction (Employee / Builder)	Ida MacDonald Charitable Trust Teviot Prospects Teviot Valley Walkways Committee
Mark Jessop	Hillside Family Trust (Trustee) Sunny Days Trust (Trustee) Faigans Hospitality Ltd (director) Teviot Prospects (Trustee)	Hillside Family Trust (Trustee) Sunny Days Trust (Trustee) Faigans Hospitality Ltd (manager)	Teviot Museum Committee Ida MacDonald Charitable Trust
Russell Read	Central Otago Districts Arts Trust (Trustee) Community Garden (Member) Cancer Society (Councillor) Southland Boys HS Old Boys Association (Committee) Central Otago Arts Society (member)		I and H McPhail Charitable Trust Tuapeka County Bursary Fund Committee

5 REPORTS

23.7.2 ETTRICK CEMETERY TRUSTEES

Doc ID: 1369261

1. Purpose of Report

To consider a request from the Ettrick Cemetery Trustees for Council to assume the administration, management and operation of the Ettrick cemetery.

Recommendations

That the Teviot Valley Community Board

- A. Receives the report and accepts the level of significance.
 - B. Agrees to accepting the administration, management, and operation of the Ettrick Cemetery from the Ettrick Cemetery Trustees.
 - C. Notes the increase in fees that will apply in adopting this resolution.
 - D. Authorises the Chief Executive Officer to undertake all necessary actions to implement this resolution.
-

2. Background

The Ettrick cemetery is in Domain Road Ettrick, sections 7 & 7A Block I Bengier Survey District. Area 1.8009 hectares.

Originally known as Moa Flat Cemetery the name changed by gazette notice 14th October 1936. Trustees Responsibility to appoint and remove trustees delegated to Tuapeka County Council (now Central Otago District Council) published in gazette 21st September 1933 p 2429/30.

Current trustees: Brian Marsh (Chairperson), Richard Turner, Robert Aitcheson, Brian Pringle, Quintin Pringle, Alan Turner, Mark Darling, John Deans.

At the September 2023 meeting of the Ettrick Cemetery Trustees, it was *“unanimously decided to wind up the Ettrick Cemetery trust in the near future with control of day-to-day administration being taken over by CODC”*.

3. Discussion

Cemeteries are governed by the Burial and Cremation Act 1964 (the Act) under Section 4 of this Act, it is the duty of every local authority, where provision is not otherwise made for the burial of bodies of persons dying within the district to establish and maintain a suitable cemetery.

Section 23 of the Act allows for the appointment of trustees to undertake the administration of cemeteries at a local level. Under section 22(3) of the Act, if due to resignation, death or absence of trustees there is at any time no person holding the office of trustee in respect of that cemetery, the local authority will take over control of the cemetery.

Section 25 of the Burial and Cremations Act 1964 outlines the functions of trustees where they have the control and management of any cemetery which they are trustees of.

The current trustees wish to stop administering the cemetery after being involved for a significant length of time. Currently Council undertakes the maintenance of the cemetery e.g., mowing, weed spraying and keeping the site tidy. This is undertaken through the Council's Open Spaces contract.

The Trustees undertake the administration of the cemetery including keeping the records, supplying genealogical information, taking plot bookings, and arranging for burials. Sexton and grave preparation duties are undertaken by the Millers Flat Fire Brigade. There is a desire from the Trustees that the Fire Brigade can continue to provide interment services. This can continue subject to approval by Council of any required Health and Safety plan required for the activity.

Since 2019 there has been 2 interments and 1 ashes interment at the Ettrick cemetery. There is adequate room within the cemetery for burials for many years.

In terms of financial implications there will be an additional cost to the Council for administering and operating the cemetery. This will see the administration of burials and maintenance of the cemetery records undertaken like other Council administered cemeteries.

The Ettrick cemetery records will soon be available on-line through Council's website. This has been part of a work programme for some time.

4. Financial Considerations

It should be noted that interment costs will rise in line with Council's district cemetery fees. This is to reflect the actual costs of undertaking an interment. Plot sales and other fees are used to offset any rating contribution.

Cemetery Fees

Council Cemetery Fees		Existing Ettrick Cemetery Fees	
Interment Plot Fee	\$900.00	Interment Plot Fee	\$100.00
Ashes Plot Fee	\$400.00	Ashes Plot Fee	\$50.00
Interment Fee	\$1,200.00	Interment Fee	\$500.00
Ashes Interment Fee	\$400.00	Ashes Interment Fee	\$100.00

Council's Cemeteries Bylaw 2020 and requirements set out in the Council's Cemeteries Handbook will now apply.

5. Options

Option 1 – (Recommended)

Council accepts the administration, management, and operation of the Ettrick Cemetery from the Ettrick Cemetery Trustees.

Advantages:

- Enables consistency of administration as with other Council managed cemeteries.
- Enables the ongoing management of the cemetery for the residents of Ettrick.

Disadvantages:

- Cost of interment and plots will rise in line with Councils approved burial fees.

There are no other viable options as it is a legal requirement under section 22(3) of the Burial and Cremations Act 1964 for Council to take control of a trustee managed cemetery should the trustees resign.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the cultural wellbeing of communities, in the present and for the future by ensuring the Ettrick cemetery is operated, maintained and available to the local community.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	This decision is consistent with the Central Otago Cemeteries Strategy 2010.
Considerations as to sustainability, the environment and climate change impacts	This decision will not have any impacts on the environment or global warming.
Risks Analysis	There are no perceived risks with this decision.
Significance, Consultation and Engagement (internal and external)	This decision does not require consultation.

7. Next Steps

- Ministry of Health and Ettrick Cemetery Trustees are advised of the recommendation.
- Handover of records and any remaining funds to Council by the Cemetery Trustees.
- Council assumes the operation and management of the Ettrick cemetery.

8. Attachments

Nil

Report author:



Gordon Bailey
Parks and Recreation Manager
31/10/2023

Reviewed and authorised by:



David Scoones
Group Manager - Community Experience
11/11/2021

23.7.3 TEVIOT VALLEY FINANCIAL REPORT FOR THE PERIOD ENDING 30 SEPTEMBER 2023

Doc ID: 1390038

1. Purpose

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

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 three months ending 30 September 2023 shows a favourable variance of \$10k against the revised budget.

2023/24 Full Year Annual Plan \$000	3 MONTHS ENDING 30 SEPTEMBER 2023					2023/24 Full Year Revised Budget \$000
		YTD Actual \$000	YTD Revised Budget \$000	YTD Variance \$000		
	Income:					
23	Internal Interest Revenue	17	6	11	●	23
28	User Fees & Other	16	7	9	●	28
-	Reserves Contributions	5	-	5	●	-
521	Rates	138	139	(1)	●	521
-	Govt Grants & Subsidies	-	-	-	●	-
572	Total Income	176	152	24	●	572
	Expenditure					
12	Rates Expense	14	12	(2)	●	12
156	Cost Allocations	39	39	-	●	156
47	Other Costs	14	12	(2)	●	47
24	Building Repairs and Mtce	12	6	(6)	●	24
10	Staff	-	3	3	●	10
13	Fuel & Energy	5	3	(2)	●	13
152	Contracts	55	38	(17)	●	152
42	Grants	-	11	11	●	42
21	Members Remuneration	4	5	1	●	21
7	Internal Interest Expense	2	2	-	●	7
142	Depreciation	35	35	-	●	142
626	Total Expenses	180	166	(14)	●	626
(54)	Operating Surplus / (Deficit)	(4)	(14)	10		(54)

This table has rounding (+/-1)

Income for period ending 30 September 2023

Operating income has a favourable variance of \$24k to the revised budget.

- Internal interest revenue has a favourable variance of \$11k. Interest revenue is higher than budget due to market term deposit interest rates increasing.
- User fees and other income has a favourable of \$9k. The Roxburgh Cemetery Trust has transferred ownership of the Roxburgh cemetery to the Council. Residual funding has been transferred through as part of this transaction.
- Reserve contribution has a favourable variance of \$5k. These are difficult to gauge when setting the budget as they are dependent on developer's timeframe.

Expenditure for period ending 30 September 2023

Expenditure has an unfavourable variance of (\$14k) to revised budget.

- Building repairs and maintenance has an unfavourable variance of (\$6k). The Millers Flat Baths operating grant was made in August, while the budget is spread over twelve months.
- Contracts has an unfavourable variance of (\$17k). This includes work being carried out to replant the Roxburgh Forestry block (resolution 22.7.2) and the tree removal at the Roxburgh Pool (resolution 23.5.4).
- Grants has a favourable variance of \$11k. The first round of community and promotions grant applications for 2023/24 were approved in September, with \$2.2k allocated in October. The remaining \$8k variance relates to the Roxburgh Pool grant, which has not been uplifted.

Capital Expenditure

Capital expenditure (CAPEX) for the period ending 30 September 2023 reflects that CAPEX expenditure has \$16k favourable to revised budget. The actual capital spend year to date is 7% of the 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	3 MONTHS ENDING 30 SEPTEMBER 2023				2023/24 Full Year Revised Budget \$000
		YTD Actual \$000	YTD Revised Budget \$000	YTD Variance \$000	
	Parks & Reserves				
5	Roxburgh Reserves - Landscaping & Planting	-	1	1	5
32	Roxburgh Reserves - Bins, Signs, Structures	-	8	8	32
2	Millers Flat Recreation Reserve - Tennis Courts	-	-	-	2
39	Total Parks & Reserves	-	9	9	39
	Property				
-	Roxburgh Town Hall	5	-	(5)	-
50	Millers Flat Hall	-	13	13	50
50	Total Property	6	13	7	50
89	Total Capital Expenditure	6	22	16	89

This table has rounding (+/-1)

Parks and reserves – have an overall favourable variance of \$9k

- Roxburgh reserves bins, signs, structures projects have yet to make a start.

Property – have an overall favourable variance of \$16k

- The Roxburgh entertainment centre fire upgrade project is continuing into 2023/24 (Resolution 22.1.2.c). The tender has been awarded and building consent work started in the previous financial year. Fire designs are being adjusted and worked through with the contractor.
- Millers Flat Hall Earthquake Strengthening project is yet to start.

Reserve Funds table for Teviot Valley Ward

- As at 30 June 2023 the Teviot Valley Ward has an unaudited closing reserve funds balance of \$1.135M. This is the ward specific reserves and does not factor in the district-wide reserves which are in deficit at (\$24.6M). Refer to Appendix 1.

3. Attachments

Appendix 1 - Teviot Valley Ward Reserves 2022-2023 [↓](#)

Report author:

Reviewed and authorised by:



Donna McKewen
Accountant
6/11/2023



Saskia Righarts
Group Manager – Business Support
8/11/2023

UNAUDITED - 2022/23 Annual Report

TEVIOT VALLEY RESERVES	Opening Balance	Transfers In	Transfers Out	Closing Balance
	A	B	C	D = A + B - C
Teviot Valley Promotion				
7033 - Roxburgh Promotions	14,566	2,422	-	16,988
	14,566	2,422	-	16,988
Teviot Valley Recreation and Culture				
7411 - Community Halls Teviot	9,087	241	(32,633)	(23,306)
7413 - Roxburgh Memorial Hall	-	-	-	-
7414 - Roxburgh Entertainment Centre	263,199	17,954	-	281,152
7461 - Reserves Roxburgh (all)	-	-	-	-
7463 - Teviot Valley Walkway Committee	15,356	17,073	-	32,429
7491 - Roxburgh Pool	59,418	1,574	(219,990)	(158,998)
7492 - Millers Flat Pool	20,109	1,797	-	21,907
	367,169	38,638	(252,623)	153,185
Teviot Ward Services Rate				
7111 - General Revenues & Development Roxburgh	793,077	43,936	(250,000)	587,013
7341 - Forestry Roxburgh	-	-	-	-
7351 - Endowment Land Roxburgh	159,689	4,230	(8,465)	155,454
7353 - Other Property Roxburgh	-	-	-	-
7431 - Roxburgh Grants	18,626	1,984	-	20,610
7451 - Millers Flat Recreation Reserve Committee	41,625	42,661	-	84,286
7832 - Roxburgh Cemetery	-	4,383	-	4,383
	1,013,018	97,193	(258,465)	851,746
Teviot Ward Services Charge				
7211 - Elected Members Teviot Valley	-	-	-	-
	-	-	-	-
Teviot Ward Specific Reserves				
7131 - Roxburgh Hydro Village Upgrade Fund	(167)	-	(4)	(171)
	(167)	-	(4)	(171)
Teviot Ward Development Fund				
7122 - Teviot Valley Reserves Contribution	101,567	15,897	(3,229)	114,235
	101,567	15,897	(3,229)	114,235
Grand Total	1,496,153	154,151	(514,321)	1,135,983

6 MAYOR'S REPORT

23.7.4 MAYOR'S REPORT

Doc ID: 1383602

1. Purpose

To consider an update from His Worship the Mayor.

Recommendations

That the Teviot Valley 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

23.7.5 CHAIR'S REPORT

Doc ID: 1383642

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

23.7.6 MEMBERS' REPORTS

Doc ID: 1383643

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

23.7.7 NOVEMBER 2023 GOVERNANCE REPORT

Doc ID: 1383648

1. Purpose

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

Recommendations

That the report be received.

2. Discussion

Status Report

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

3. Attachments

Appendix 1 - 20231123 TVCB Status Updates.docx [↓](#)

Report author:



Sarah Reynolds
Governance Support Officer
06/11/2023

Reviewed and authorised by:



Saskia Righarts
Group Manager - Business Support
06/11/2023

Status Updates		Committee: Teviot Valley Community Board			
Meeting	Report Title	Resolution No	Resolution	Officer	Status
19/10/2023	2024 Meeting Schedule	23.6.2	That the Teviot Valley Community Board A. Receives the report and accepts the level of significance. B. Adopts the proposed 2024 meeting schedule for the Teviot Valley Community Board with a note that future Community Board meetings will be held in the morning.	Governance Manager	30 Oct 2023 Meeting schedule has been entered into calendars for elected members and the community. MATTER CLOSED 24 Oct 2023 Action memo sent to report writer.
7/09/2023	2023/24 Community and Promotions Grants Applications - 1st Funding Round	23.5.3	That the Teviot Valley Community Board: A. Receives the report and accepts the level of significance. B. Allocates \$2,000 to the Roxburgh Pioneer Energy Brass Band Inc. towards operational costs from the 2023/24 community grants budget. C. Allocates \$274 to the Dunstan Kāhui Ako for transport for the Millers Flat School to attend the Arts Festival.	Community Development Advisor	26 Oct 2023 The grant to the Roxburgh Pioneer Energy Brass Band Inc. has been paid, and a purchase order raised for the grant to the Dunstan Kāhui Ako. 02 Oct 2023 Applicants advised of Board decision and supplied with details on how to uplift grant. 29 Sep 2023 Action memo sent to staff.
7/09/2023	2023/24 Community and Promotions Grants Applications - 1st Funding Round	23.5.3	That the Teviot Valley Community Board: D. Allocates \$960 to the Roxburgh Entertainment Centre Improvement and Promotions Inc towards the cost of new signage from the 2023/24 promotions grants budget.	Media and Marketing Manager	24 Oct 2023 Grant received and signage installed. MATTER CLOSED 02 Oct 2023 Applicants advised of Board decision and supplied with details on how to uplift grant. 29 Sep 2023 Action memo sent to staff.
23/03/2023	Roxburgh Entertainment Centre Maintenance Project	23.2.3	That the Teviot Valley Community Board A. Receives the report and accepts the level of significance. B. Approves the Roxburgh Entertainment Centre roof repair costs, estimated at an initial cost of \$61,000 and ongoing of \$1,500, are included in the Long-term Plan 2024-34. C. Notes the Roxburgh Entertainment Centre is no longer required to be earthquake strengthened	Property and Facilities Officer - Vincent and Teviot Valley	31 Oct 2023 The RECIP committee have received quotes, but they require more information to quote appropriately. The committee have asked that the potential to utilise the space under the tiered seating be future explored. WSP have been engaged to provide a report regarding asbestos, a conservation plan, and a thorough report on the rot on the south wall.

			<p>to 67% NBS IL4. This is because the Central Otago Emergency Management is going to execute a memorandum of understanding with the Roxburgh Area School to use their hall as the ward's Civil Defence Centre.</p> <p>D. To approve the reallocation of \$336,000 of the \$362,000 capital budget no longer required to earthquake strengthen the Roxburgh Entertainment Centre to the full replacement of the south wall (WSP Report Option 3), and an Asbestos Refurbishment Survey and Building Condition Assessment.</p> <p>E. To approve the reallocation of \$15,900 of the \$26,251 operational budget no longer required for the Roxburgh Entertainment Centre earthquake strengthening to carry out a Conservation Plan.</p>		<p>25 Sep 2023 Council staff are reviewing the documents received by WSP. Construction partner is just awaiting updated plans from fire design services to complete quotes.</p> <p>14 Aug 2023 Reports have now been received by staff for review. Still awaiting quotes from construction partners.</p> <p>04 Jul 2023 Awaiting reports back from WSP. Quotes are taking place based on Fire & Accessibility reports.</p> <p>08 Jun 2023 WSP have completed their site visits and are now working on testing and producing the reports. Plans and assessments should be completed by the end of July.</p> <p>06 Apr 2023 Council staff has engaged engineer to undertake the work described in the report.</p> <p>03 Apr 2023 Action memo sent to staff.</p>
25/11/2021	Roxburgh Cemetery Trustees	21.9.3	<p>That the Teviot Valley Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees to accept the administration, management, and operation of the Roxburgh Cemetery from the Roxburgh Cemetery Trustees to the Central Otago District Council, subject to the land encroachment of the Cemetery being resolved.</p>	Parks and Recreation Manager	<p>30 Oct 2023 The transfer is continuing but no change.</p> <p>06 Oct 2023 Councils' property team are now progressing the transfer of Title into Councils name.</p> <p>15 Aug 2023 DOC have advised they are still progressing with this project.</p> <p>04 Jul 2023 No further updates this is still sitting with DOC.</p> <p>30 May 2023 No further updates this is still sitting with DOC.</p> <p>18 Apr 2023 No further updates.</p> <p>03 Mar 2023 No further update.</p> <p>13 Jan 2023 No further update at this time.</p> <p>25 Aug 2022 The issue is waiting for DOC to undertake land transfer. Multiple attempts have been made to DOC to progress this work.</p>

					<p>08 Jun 2022 The neighbouring property has now been surveyed. DOC have yet to update Council on next steps.</p> <p>21 Apr 2022 There have been no changes since the last advisory.</p> <p>14 Mar 2022 Still waiting for DOC to complete the survey and land transfer requirements for the cemetery.</p> <p>14 Jan 2022 The Department of Conservation and the Ministry of Health have been advised of the Board's decision. We are now waiting for DOC to complete the survey and land transfer requirements for the cemetery.</p> <p>30 Nov 2021 Action memo sent to the Parks and Recreation Manager and to Finance.</p>
17/06/2021	Allocation of Teviot Valley Walkways Reserve Fund	21.5.2	<p>That the Teviot Valley Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves the proposed work programme and expenditure to come from the Teviot Valley Walkways Reserve.</p> <p>C. Agrees to retain the Teviot Valley Walkways Reserve account.</p> <p>D. Recommend to Council that the delegation from the Teviot Valley Community Board to the Teviot Valley Walkways Committee be reviewed as part of the next delegation manual update.</p>	Parks Officer - Projects	<p>30 Oct 2023 No change. Still awaiting approval from the Department of Conservation to implement the works. Approval is required as the land is owned by the Department.</p> <p>02 Oct 2023 No change.</p> <p>17 Aug 2023 Work has been stalled while approvals from the Department of Conservation are obtained.</p> <p>04 Jul 2023 Work is expected to commence in July.</p> <p>30 May 2023 The contractor has been contacted to ensure delivery is on track with the winter timeframe offered. This is confirmed.</p> <p>18 Apr 2023 Work on the River Track is stalled by contractor availability. The work is currently deferred on that basis until winter.</p> <p>03 Mar 2023 Work on the River Track is stalled by contractor availability. The work is currently deferred on that basis until winter.</p> <p>03 Nov 2022</p>

					<p>Funding to complete maintenance improvements on the Roxburgh River Track has been approved. Through Teviot Prospects the Walkway Advisory Group and Council staff are coordinating the works for completion in early 2023. The section of track alongside the Roxburgh swimming pool development will not be completed until the pool is completed., Signs for Grovers Hill will be installed once the replanting of the site and track development is resolved.</p> <p>30 Aug 2022 Walkway development focus is the length adjacent to the swimming pool project. Work was stalled while the pool demolition was carried out. This is now complete and track construction imminent. The balance of the work is subject to a trail funding application to Council.</p> <p>21 Apr 2022 Walkway development on Grovers Hill and the Roxburgh River track is unlikely to be completed before the end of the financial year due to the time delays caused by the pine tree removal on Grovers Hill and the funding application and swimming pool demolition not yet progressed for the River Track.</p> <p>14 Mar 2022 Waiting for trees to be removed on the Grovers Hill reserve. Work is now focussed on the Roxburgh River Track. The river track work due to be completed in June.</p> <p>10 Jan 2022 Teviot Walkways Committee have applied to Council for additional funding to contribute to the project cost to upgrade the Roxburgh River Track. Awaiting tree removal on Grovers Hill before completing signage install.</p> <p>10 Nov 2021 Staff are working with the Walkways Committee to implement signage and track improvements.</p> <p>08 Oct 2021 Staff continue to work with Walkways Committee to implement signage and track improvements.</p> <p>24 Aug 2021 Staff working with Walkways Committee to implement signage and track improvements.</p> <p>19 Jul 2021</p>
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					Signage design being completed on a site-by-site basis, starting with the River Track. Improvements on Grovers Hill will wait until the wind-blown forestry damage is removed. 21 Jun 2021 Action memo sent to Parks Officer
28/11/2019	Otago Fish and Game Council Proposal to Construct a Jetty and Walking Track at Pinders Pond, Roxburgh (COM 07-65-006)	19.9.6	That the Teviot Valley Community Board: A. Receives the report and accepts the level of significance. B. Agrees in principle to the proposal to construct a floating pontoon and associated walking track on Pinders Pond Reserve, and to initiate community engagement on the proposal. C. Notes that a further report will be presented that conveys the findings from the community engagement process and informs a final decision.	Parks Officer - Projects	30 Oct 2023 Contact Energy have been contacted once again. 02 Oct 2023 No change. 18 Aug 2023 No change. 04 Jul 2023 Contact Energy are working through the consenting and design details to quantify costs to enable reporting to the Board. The report previously scheduled for June has been deferred. 30 May 2023 No change. 18 Apr 2023 Contact Energy have progressed plans for the project and have met with staff to plan the next steps. A report for information is to be prepared for the June 2023 agenda. 03 Mar 2023 Contact Energy contacted staff in early February 2023 with a concept plan and have advised a final design will be provided once completed. 03 Nov 2022 No communication from either external party so the project has not progressed. Plans for the proposed walkway and pontoon are to be supplied to Council and are required to enable quality consultation with the community. 29 Aug 2022 No communication from either external party so the project has not progressed from the last report. August 2021 Further correspondence sent attempting to progress project. Project unable to progress until able to engage with Contact Energy. February – July 2021

				<p>Contact was made with Contact Energy Ltd. prior to Christmas requesting a status update. Awaiting detail design material.</p> <p>December 2020 Awaiting detail design material.</p> <p>November 2020 Awaiting detail design material. The planned consultation process is likely to be rescheduled into 2021.</p> <p>September 2020 Design detail work is progressing.</p> <p>July 2020 Design detail has not yet been received.</p> <p>June 2020 Initial scoping of the site and advice on the track detail has been completed by Contact Energy Ltd. Awaiting design detail from Otago Fish and Game Council and Contact Energy so that public consultation can be carried out.</p> <p>April 2020 Plans have not yet been made available to plan the community engagement process.</p> <p>January 2020 Otago Fish and Game Council and Contact Energy are to provide Council with design drawings for the community engagement process.</p> <p>December 2019 Action memo sent to the Parks Officer Projects.</p>
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10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 25 January 2024.