



AGENDA

Teviot Valley Community Board Meeting Thursday, 13 June 2024

Date: Thursday, 13 June 2024

Time: 10 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, 13 June 2024 at 10 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 BoothMr 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

An apology has been received from Cr Feinerman.

2 PUBLIC FORUM

3 CONFIRMATION OF MINUTES

Teviot Valley Community Board - 4 June 2024

**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 TUESDAY, 4 JUNE 2024 COMMENCING
AT 10.00 AM**

PRESENT: Mr N Dalley (via Microsoft Teams), Cr S Feinerman (Chairperson),
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), G Robinson (Property and Facilities Manager), G Bailey (Parks and Recreations Manager), S Reynolds (Governance Support Officer)

Note: As Mr Dalley attended the meeting via Microsoft Teams, by permission of the meeting Cr Feinerman assumed the chair.

1 APOLOGIES

COMMITTEE RESOLUTION

Moved: Feinerman

Seconded: Booth

That apologies from Mr M Jessop be received and accepted.

CARRIED

2 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Booth

Seconded: Feinerman

That the public minutes of the Teviot Valley Community Board Meeting held on 4 April 2024 be confirmed as a true and correct record.

CARRIED

3 DECLARATIONS OF INTEREST

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

4 REPORTS

24.3.2 SUBMISSIONS ON THE 2024/25 ANNUAL PLAN CONSULTATION DOCUMENT

To consider the submissions to the 2024-25 Annual Plan Consultation Document on matters relating to the Teviot Valley ward.

It was noted that whilst there were a large number of submissions received from the Teviot Ward they were all in relation to rating matters and would be heard at the Council hearing and deliberations.

The additional budget for grants allocation was also discussed and it was noted that an increase to this amount would have a rates impact. In light of the current environment it was recommended that the grants budget would remain the same but any extra requests for funding could come from the reserves fund.

COMMITTEE RESOLUTION

Moved: Feinerman

Seconded: Booth

That the Teviot Valley Community Board:

- A. Notes that the grants budget for the Teviot Valley will remain at \$5200 for the 2024/25 Annual Plan, and that any extra requests will be allocated from the reserves fund, as required.

CARRIED

COMMITTEE RESOLUTION

Moved: Feinerman

Seconded: Booth

- B. Receives the report and accepts the level of significance.
- C. Considers the submissions and agrees the action to be taken.
- D. Recommends to Council that the playground upgrade be removed from the 2024/25 Annual Plan and reviewed as part of the 2025-34 Long-term Plan.

CARRIED

5 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 13 June 2024.

The meeting closed at 10.13 am

.....
CHAIR / /

4 DECLARATION OF INTEREST

24.4.1 DECLARATIONS OF INTEREST REGISTER

Doc ID: 1708733

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 - 20240613 TVCB Declarations of Interest.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
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			I and H McPhail Charitable Trust Tuapeka County Bursary Fund Committee

5 REPORTS

24.4.2 CONTINUING DISTRICTISATION OF COUNCIL ACTIVITIES

Doc ID: 1838286

Report Author:	Saskia Righarts, Group Manager - Business Support
Reviewed and authorised by:	Peter Kelly, Chief Executive Officer

1. Purpose of Report

To consider further districtisation of council activities and agree how the Teviot Valley Community Board will provide feedback to the Council on the impacts of further districtisation on the ward.

Recommendations

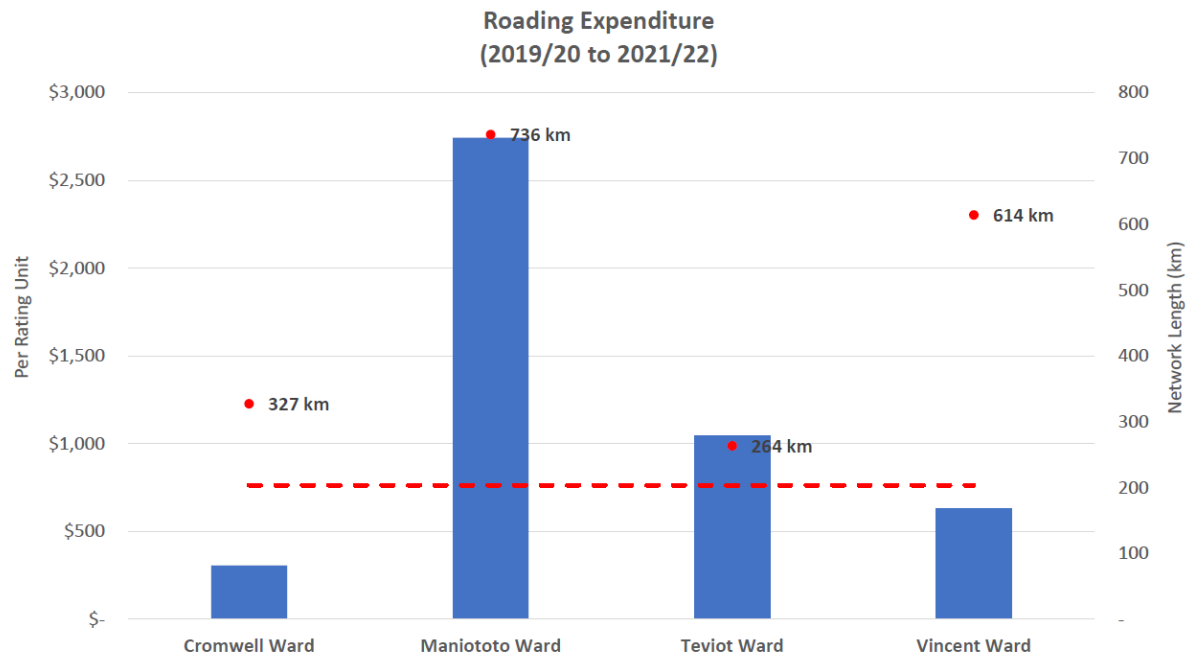
That the Teviot Valley Community Board

- A. Receives the report and accepts the level of significance.
 - B. To consider further districtisation of council activities and how the Teviot Valley Community Board will provide feedback to the Council.
 - C. Agree the Chair or delegate attend the workshop to provide informal feedback from the Teviot Valley Board to Council on 26 June 2024.
 - D. Agree to provide written feedback to Council by 5.00pm Monday 8 July 2024.
-

2. Background

In February this year, a change to the level of community board delegations was proposed. In the feedback, Council heard from some community boards that a conversation about districtisation was needed first, and the delegations paper was left to lie on the table until later this year.

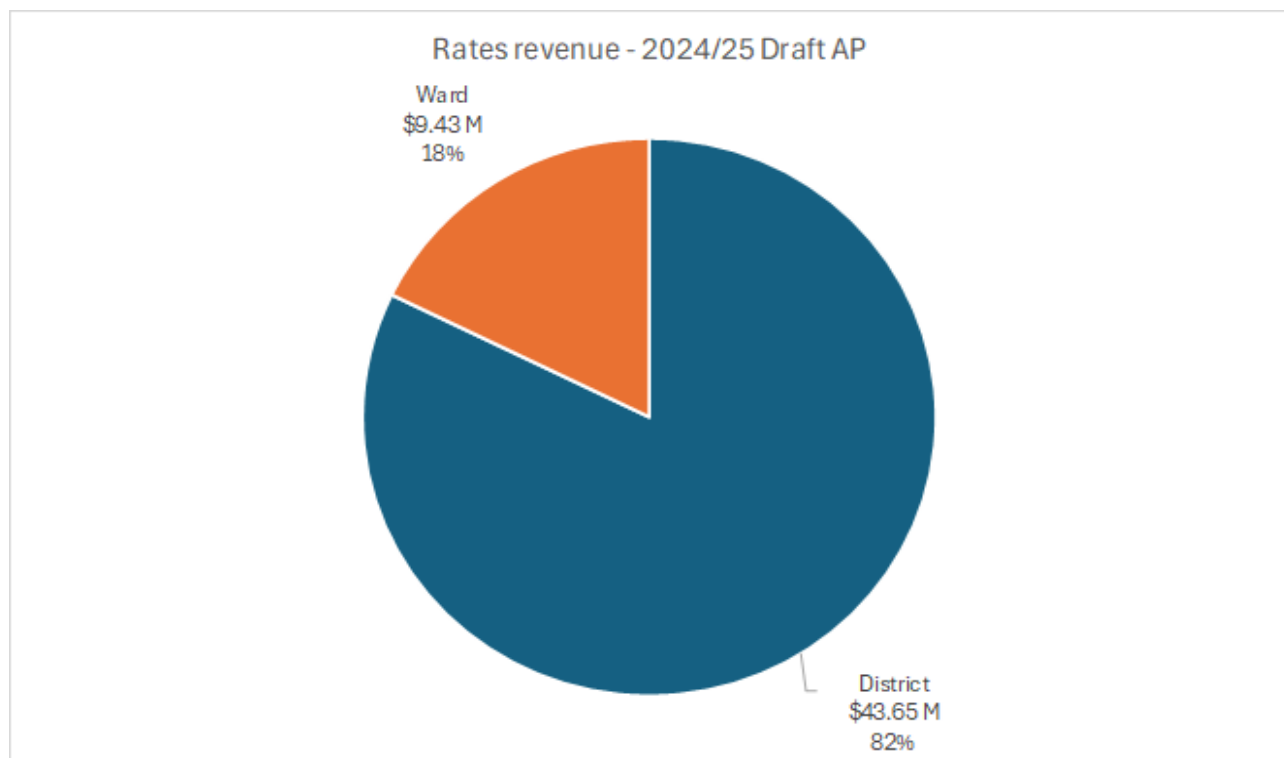
Over the past twenty years Council has engaged in consultation to the community to rate certain activities across the district rather than by ward level. This was because it was particularly challenging in our less populated wards to maintain services given the fewer ratepayers in these areas to spread the cost across. In the mid 1990's roading was changed to a district rate rather than a ward rate, and the beneficial impact from the Maniototo and Teviot Valley wards can be seen in the graph below.



Similarly, in 2015 Council engaged with the community to change the funding of three waters to be at the district level rather than at the ward level. This was implemented in 2016, and the table below demonstrates that again the benefit this had to some areas, with Omakau and the Teviot benefiting the most from this change.

Ward	Combined -	Targeted	District	Variance
Vincent	Alexandra	1,536	1,151	(385)
Vincent	Clyde	551	1,151	600
Vincent	Omakau	2,020	1,151	(869)
Cromwell	Cromwell	833	1,151	318
Cromwell	Pisa	976	1,151	175
Maniototo	Naseby	1,231	1,151	(80)
Maniototo	Ranfurly	1,213	1,151	(62)
Teviot	Roxburgh	1,866	1,151	(714)

Today only 18% of activities are rated at the ward level, including community facilities, parks, pools and community grants as demonstrated below.



This paper outlines the rationale to further districtising council activities, as well as the impact it would have on Teviot Valley Ward ratepayers. This paper canvasses the information members received in a workshop on the various workstreams on Tuesday 4 June 2024, (attached as appendix 1) as well as initial thoughts from members on the future role of community boards.

3. Discussion

Council is required to have a 30 year infrastructure strategy with the three waters and roading being mandatory inclusions along with a 10 year financial strategy. The financial strategy is required to consider these long term work programme effects on Council's required revenue and funding streams such as rates, fees and charges including development contributions, debt levels and servicing of the debt, along any cash reserves.

The financial strategy is also required to not only consider affordability and sustainability of current ratepayers but also our future generations of rate payers in its prudent management of the financial strategy. This encompasses financially managing all funding decisions at a district level to Council consider the long-term impacts of rate funding for depreciation to cover our renewals along with repayment and servicing of debt overtime in an affordable and sustainable manner.

Currently Council does not include community facilities, parks and pools infrastructure in the 30 year Infrastructure Strategy which are not districtised assets, yet they are subject to the same increasing costs and issues of servicing, replacement of ageing infrastructure and increasing national standards.

Now that Council has external debt it is important to manage the balance sheet impacts of all assets as a district. Most of Council's debt is currently for the three waters programme and as it currently stands Council will meet the maximum debt levels in the next few years. Overall, the reserve accounts are forecast to deplete, the most significant being the Cromwell reserves accounts which are funding in part the Cromwell Memorial Hall.

In the future, Council will not have the ability for wards to borrow internally from other wards for their ward asset expenditure. Net Land sales for Cromwell are currently in the 10 year numbers but with the depletion of their reserve accounts Council will need to consider the funding and timing of the costs of developing the land for sale, given our potential debt profile.

It should be noted any decision to further districtise services will not impact level of services in each ward, these would remain the same levels as they are now until there was a decision to alter these. Any adjustment to level of services would need to be consulted with the community through an annual or long-term plan process.

Districtisation will also benefit our community by simplifying rating policy which will lead to greater transparency.

Land Status

During the delegations conversation there were concerns from the Cromwell Community in particular that the rationale behind the proposal was to take land from one ward to fund activities in other wards with less assets. This was not the rationale behind the proposal but it is fruitful to outline what would happen to land if Council further districtised activities.

All land is currently held by Council as a whole, and under the Local Government Act 2002 community boards cannot hold land. In practice, however, this Council has operated as if land is managed at the ward level and they have historically endorsed community board land sale proposals and the proceeds have been allocated to activities within the particular ward.

There would be no changes to the proceeds of any sale of endowment land (of which Cromwell in particular has some that has been re-zoned and is earmarked for future development). Endowment land can only be used for the purposes of the endowment. In the particular case of the Cromwell land it must only be used in the interests of the original Cromwell borough. It cannot be used to build infrastructure outside the original borough boundaries.

Any freehold land could be sold and used to fund any activity across the four wards, as is intended by the Local Government Act 2002. Finally, Council has a significant amount of reserve land which is subject to the provisions of the Reserves Act 1977 and any sale of this land follows the process under this Act.

Reserve Accounts

All wards have reserves accounts, some of these are in surplus and some have negative balances. Cromwell has overall a positive balance over \$20m, which will be largely expended in the next couple of years by funding the development of the new hall. This funding is already earmarked and will not be affected by a decision to further districtise activities. Once

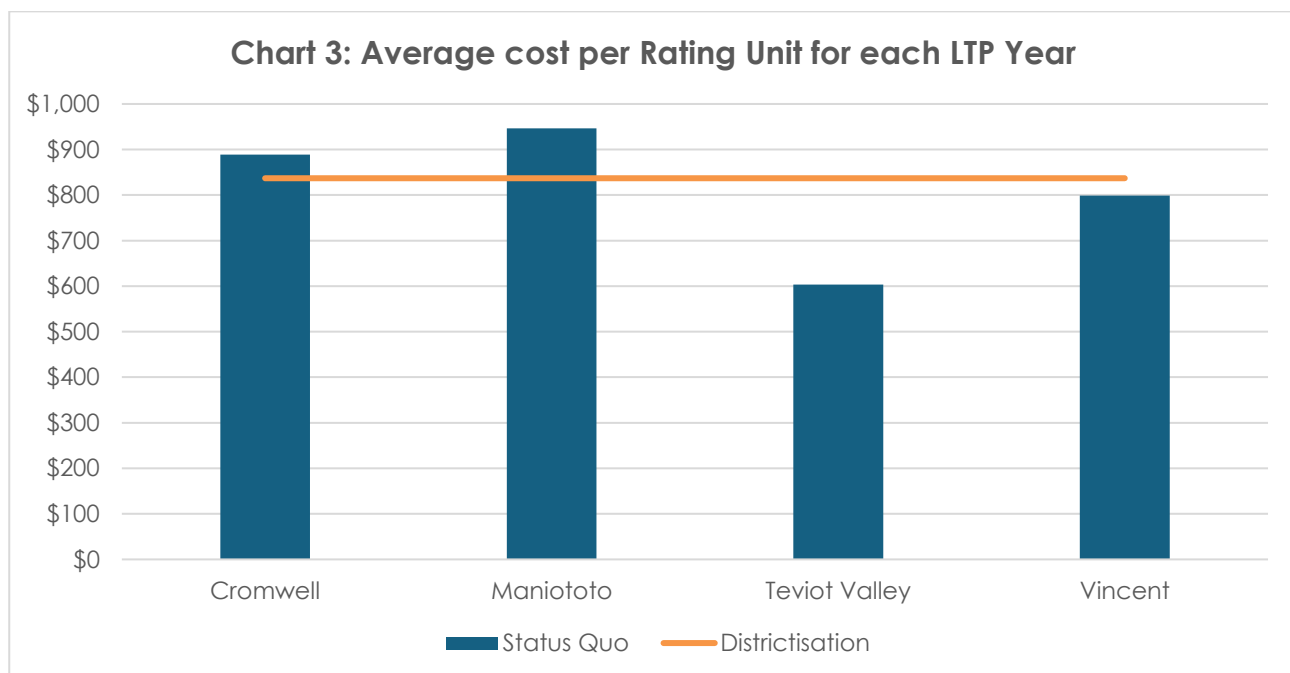
the money for Cromwell is spent, the wards will have relatively similar reserve levels and under the proposal to further districtise activities these could be amalgamated

Rates Modelling

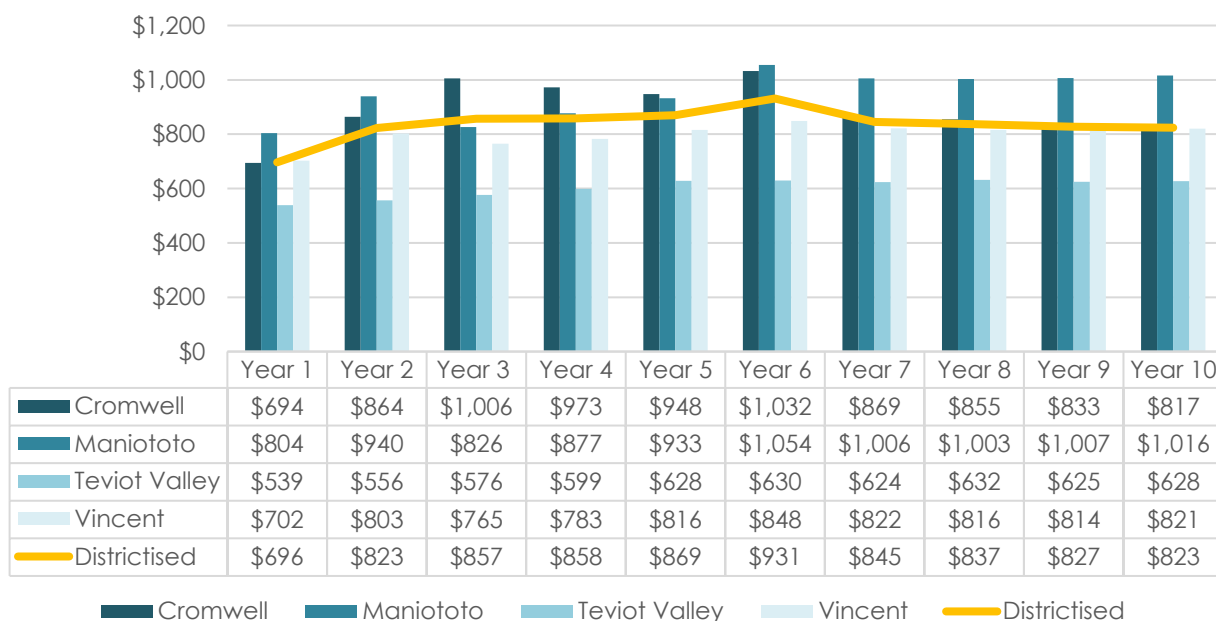
In the below modelling, parks, pools, community facilities and museum funding has been included. Community grants (bar museum and pool grants) and promotions grants have been excluded. This shows for the Teviot Valley ward ratepayers, there would be an average \$233 per year additional cost across the ten years that have been modelled.

Average impact per rating unit each LTP year

Ward	Status Quo	Districtisation	Variance
Cromwell	\$889	\$837	-\$52
Maniototo	\$947	\$837	-\$110
Teviot Valley	\$604	\$837	\$233
Vincent	\$799	\$837	\$38



The below graph demonstrates the average cost for each ward, over the next ten years if Council was to districtise remaining activities, bar community and promotions grants.

Chart 4: Status Quo vs Districtisation 2024 - 2033

Community Board Role

Community boards have an important role in the Central Otago's democracy. Through the recent consultation process of the Representation Review all four community boards have been retained, with only minor amendments proposed to the number of councillors sitting on each community board.

The role of community boards is set out in section 52 of the Local Government Act 2002 and it is to:

- represent, and act as an advocate for, the interests of its community; and
- consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board; and
- maintain an overview of services provided by the territorial authority within the community; and
- prepare an annual submission to the territorial authority for expenditure within the community; and
- communicate with community organisations and special interest groups within the community; and
- undertake any other responsibilities that are delegated to it by the territorial authority.

In the live streamed workshop on 4 June 2024, the Board was presented with ideas for a future potential vision for community boards if further districtisation was to occur. The ideas were:

- To develop relationships and communicate with key organisations, special interest groups, community members and businesses
- To update Council on Community Board matters and community issues via the chair updates (on rotation)
- Make submissions to Council on matters relating to the ward, especially through AP and LTP processes
- Monitor the services Council provides in the ward and how these services meet the needs of the community

- To undertake portfolio activities alongside Councillors
- Facilitate meeting locations and timing to encourage public participation
- Members initiate and attend informal sessions to meet with members of the public, with a suggestion that these sessions could be held alongside other community events
- Act as a liaison on key projects/council activities
- Undertake elected member training, to further develop their skills, and progress to take on roles on other committees/panels
- To clarify and promote the role of the community board in the ward and wider communities
- Take interest in Council meetings/workshops and have an understanding of decision making at Council level
- Attend community events, meetings and groups where possible within their ward and district.

Initial feedback from the Board was that these following things were important:

- Providing information to the community
- Ensuring the Board has the pulse of what is going on in the community
- Ensuring openness and transparency

If the Board has further views on what it sees their role as and how they best represent the Teviot Valley communities' views, these can be discussed in the meeting or voiced by the Board through the informal and formal feedback processes described below.

Community Board Engagement

The Board's Chair (or delegate) is invited to a Council workshop on 26 June 2024 to provide initial thoughts from the Board and ask any questions that may arise after the presentation of the paper.

If the Board chooses to formally submit, written feedback is required by 5pm Monday 8 July 2024 to the Governance Manager. This timeline will enable the Board's feedback to be incorporated into the Council's decision paper 31 July 2024.

4. Financial Considerations

The impact of further districtising services on Teviot Valley ratepayers has been modelled above. There would be efficiencies created by not having to run four sets of accounts for wards. These efficiencies would streamline accounting functions, enabling the accountants to focus on more effective engagement and management of accounts across the business.

5. Options

Option 1 – (Recommended)

Notes the impact of further districtising services on the Teviot Valley Ward and agrees to provide informal feedback at a Council workshop on 26 June 2024 and formal feedback by 8 July 2024.

Advantages:

- Enables the views of the Teviot Valley Community Board to be heard and considered by Council ahead of the decision paper in July 2024.

Disadvantages:

- Will require some board time to provide formal written feedback.

Option 2

Notes the impact of further districtising services on the Teviot Valley Ward and does not agree to provide informal feedback at a Council workshop on 26 June 2024 and formal feedback by 8 July 2024.

Advantages:

- Additional board time will not be required to input into the 31 July 2024 Council paper.

Disadvantages:

- The views of the Teviot Valley Community Board will not be heard or considered ahead of the decision paper in July 2024.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables democratic local decision making and action by, and on behalf of communities by enabling the communities board's view to be considered ahead of a decision to formally consult with the community.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	This decision is inconsistent with Council's funding arrangements under the 2021-31 Long-term Plan, and if ultimately agreed to will require a change to the funding arrangements in the 2025-34 Long-term Plan. Any changes could not be implemented until 1 July 2025.
Considerations as to sustainability, the environment and climate change impacts	There are direct considerations as to sustainability, the environment and climate change impacts.
Risks Analysis	There are no risks, bar involvement and the view of community boards and community not being considered, which are mitigated by involving community boards in the process and formally consulting with the community.
Significance, Consultation and Engagement (internal and external)	If Council decides to continue with the proposal, the special consultative procedure must be used and formal consultation for 1 month must be held with the community.

7. Next Steps

Council will hold a workshop with community board chairs (or their delegates) on 26 June 2024. Community Boards are invited to provide a written response to further districtise services should they wish by 8 July 2024, before Council formally decides whether to proceed with the proposal and engage in formal consultation with the community.

If the Council chooses to proceed with the discussion on 31 July 2024, then formal consultation will be held with the community for the month of August 2024. Deliberations and hearings would occur in September 2024, with the Council's decision on the issue towards the end of September 2024.

If ultimately Council decides to further districtise services, any changes will not take effect until the 2025-34 Long-term Plan has been adopted.

8. Attachments

Nil

24.4.3 LOCAL GOVERNMENT NEW ZEALAND COMMUNITY BOARD CONFERENCE 2024

Doc ID: 1825130

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

1. Purpose of Report

To consider whether the Board would like to send a representative to the Local Government New Zealand Community Board conference to be held in Wellington, 21 to 23 August 2024.

Recommendations

That the Teviot Valley Community Board

- A. Receives the report and accepts the level of significance.
- B. Approves a Teviot Valley Community Board member to attend the Local Government New Zealand Community Board conference in Wellington, 21 to 23 August 2024.
- C. Nominate one Teviot Valley Community Board member to attend.

2. Background

The LGNZ Community Board Conference is typically held biennially, but the most recent one took place in Gore in 2021, and there has been a break in the event since then.

3. Discussion

The objective of the conference is to give elected members the opportunity to connect with decision-makers from local and central government and to accelerate professional development.

This year the conference is in Wellington and will focus on Localism, inspiring attendees to use local knowledge and power to tackle unique challenges and opportunities.

Early bird registrations are open until Friday 12th July 2024 and the cost for registration is \$995 for LGNZ members for a 2-day pass.

More information on the conference programme can be found via this link:

[Home | LGNZ Conference](#)

4. Financial Considerations

The budget for 2024/25 is still being finalised as part of the Annual Plan, with the aim to send one member from each community board. This will be confirmed once the Annual Plan is adopted.

5. Options

Option 1 – (Recommended)

Send a community board member to the conference.

Advantages:

- An opportunity to learn more about the challenges facing community boards now and in the future.
- An opportunity to meet community board members from other parts of New Zealand and share ideas.

Disadvantages:

- None.

Option 2

Decline to send a community board member to the conference.

Advantages:

- None

Disadvantages:

- The opportunities to learn and to network would be lost.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables democratic local decision making and action by, and on behalf of communities by The LGA purpose provisions (s10) states, “The purpose of local government is to enable democratic local decision-making and action by, and on behalf of, communities”. Attendance at the conference is a useful learning experience and it will strengthen the ability to perform that role of the community board member who attends. If that member then shares what they learned with the rest of the board, then it will enhance the whole board’s ability to support their communities.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	There are no plans or policies that relate directly to this topic.
Considerations as to sustainability, the environment and climate change impacts	There are minor implications to sustainability, environmental and climate change.
Risks Analysis	

	There are no risks associated with this decision.
Significance, Consultation and Engagement (internal and external)	In terms of the Council's Significance and Engagement Policy, this decision does not meet any of the thresholds for consultation identified in item 2.1. Therefore, it is not necessary to consult with the public on this matter.

7. Next Steps

The Governance Support Officer will make the necessary travel arrangements for the nominated Members.

8. Attachments

Nil

24.4.4 TEVIOT VALLEY FINANCIAL REPORT FOR THE PERIOD ENDING 31 MARCH 2024

Doc ID: 1510903

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

1. Purpose

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

Recommendations

That the report be received.

2. Discussion

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

The operating statement for the nine months ending 31 March 2024 shows a favourable variance of \$36k against the revised budget.

2023/24 Full Year Annual Plan \$000		9 MONTHS ENDING 31 MARCH 2024				2023/24 Full Year Revised Budget \$000
		YTD Actual \$000	YTD Revised Budget \$000	YTD Variance \$000		
	Income:					
23	Internal Interest Revenue	51	17	34	●	23
28	User Fees & Other	33	21	12	●	28
-	Reserves Contributions	7	-	7	●	-
521	Rates	424	393	31	●	521
572	Total Income	515	431	84	●	572
	Expenditure					
12	Rates Expense	14	12	(2)	●	12
156	Cost Allocations	117	117	-	●	156
47	Other Costs	41	50	9	●	67
24	Building Repairs and Mtce	19	18	(1)	●	24
10	Staff	-	8	8	●	10
13	Fuel & Energy	8	9	1	●	13
152	Contracts	174	118	(56)	●	157
42	Grants	38	32	(6)	●	42
21	Members Remuneration	14	16	2	●	21
7	Internal Interest Expense	5	5	-	●	7
142	Depreciation	109	106	(3)	●	142
626	Total Expenses	539	491	(48)	●	651
(54)	Operating Surplus / (Deficit)	(24)	(60)	36		(79)

This table has rounding (+/- 1)

Income for period ending 31 March 2024

Operating income reflects a favourable variance to the revised budget of \$84k.

- Internal interest revenue has a favourable variance of \$34k. Interest revenue is higher than budget due to market term deposit interest rates increasing.
- User fees and other income has a favourable variance of \$12k. 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 contributions has a favourable variance of \$7k. These are difficult to gauge when setting the budget as they are dependent on developer's timeframe.

Expenditure for period ending 31 March 2024

Expenditure has an unfavourable variance of (\$48k) against the revised budget. The variances are detailed below:

- Rates expense has an unfavourable variance of (\$2k). This variance will remain for the rest of the year. The rates expense has increased due to the October 2022 QV rateable property valuation increases, along with the Central Otago District Councils own rates increase and a further increase to the Otago Regional Council rates. A re-set will be put in place for the 2024/25 Annual Plan.
- Contracts has an unfavourable variance of (\$56k). These expenses are more needs-based and will vary against budget from time-to-time. 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).

Capital Expenditure

Capital expenditure (CAPEX) for the period ending 31 March 2024 has a year-to-date favourable variance of \$464k. The actual CAPEX spent to date is 4% of the total revised budget.

2023/24 Full Year Annual Plan \$000	9 MONTHS ENDING 31 MARCH 2024				2023/24 Full Year Revised Budget \$000
		YTD Actual \$000	YTD Revised Budget \$000	YTD Variance \$000	
	Parks & Reserves				
5	Roxburgh Reserves - Landscaping & Planting	5	4	4	5
32	Roxburgh Reserves - Bins, Signs, Structures	16	52	36	69
2	Millers Flat Recreation Reserve - Tennis Courts	-	1	1	2
39	Total Parks & Reserves	21	57	36	76
	Property				
-	Roxburgh Town Hall	5	420	415	560
50	Millers Flat Hall	-	13	13	17
50	Total Property	5	433	428	576
89	Total Capital Expenditure	26	490	464	652

This table has rounding (+/- 1)

Parks and Reserves has an overall favourable variance of \$36k

- Roxburgh reserves bins, signs, structures – work has been carried out on the walkway below the Roxburgh pool.

Property has an overall favourable variance of \$464k

- 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.

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 (\$24.69M). Refer to Appendix 1.
- Taking the 2022/23 audited Annual Report closing balance and adding 2023/24 income and expenditure, carry forwards and resolutions, the Teviot Valley Ward is projected to end the 2023/24 financial year with a closing balance of \$491k.

3. Attachments

Appendix 1 - Teviot Valley Ward Reserves 2023-2024 [↓](#)

AUDITED - 2022/23 Annual Report					2023/24 Annual Plan Budget			Forecast 1 including Carry-Forwards FY2023/24	
TEVIOT VALLEY RESERVES	Opening Balance	Transfers In	Transfers Out	Closing Balance	Transfers In	Transfers Out	AP Closing Balance	In/Out	Revised Closing Balance
	A	B	C	D = A + B - C	E	F	G = D + E - F	H	I = G + H
Teviot Valley Promotion									
7033 - Roxburgh Promotions	14,566	2,422	-	16,988	288	-	17,276	31	17,307
	14,566	2,422	-	16,988	288	-	17,276	31	17,307
Teviot Valley Recreation and Culture									
7411 - Community Halls Teviot	9,087	241	(32,633)	(23,306)	-	(54,521)	(77,827)	(12,688)	(90,515)
7413 - Roxburgh Memorial Hall	-	-	-	-	-	-	-	6,896	6,896
7414 - Roxburgh Entertainment Centre	263,199	17,954	-	281,152	45,973	-	327,125	(564,165)	(237,040)
7461 - Reserves Roxburgh (all)	-	-	-	-	-	(14,207)	(14,207)	0	(14,207)
7463 - Teviot Valley Walkway Committee	15,356	17,073	-	32,429	1,215	-	33,644	(12,571)	21,073
7491 - Roxburgh Pool	59,418	1,574	(219,990)	(158,998)	1,182	-	(157,816)	(13,103)	(170,919)
7492 - Millers Flat Pool	20,109	1,797	-	21,907	5,869	-	27,776	31	27,807
	367,169	38,638	(252,623)	153,185	54,239	(68,728)	138,696	(595,599)	(456,904)
Teviot Ward Services Rate									
7111 - General Revenues & Development Roxburgh	793,077	34,506	(240,570)	587,013	14,829	(10,379)	591,463	(30,977)	560,486
7341 - Forestry Roxburgh	-	-	-	-	-	-	-	(0)	(0)
7351 - Endowment Land Roxburgh	159,689	4,230	(8,465)	155,454	2,955	(7,830)	150,579	13	150,592
7353 - Other Property Roxburgh	-	-	-	-	-	-	-	(11,157)	(11,157)
7431 - Roxburgh Grants	18,626	1,984	-	20,610	370	-	20,980	14	20,994
7451 - Millers Flat Recreation Reserve Committee	41,625	42,661	-	84,286	3,994	-	88,280	835	89,115
7832 - Roxburgh Cemetery	-	4,383	-	4,383	-	-	4,383	83	4,466
	1,013,018	87,763	(249,035)	851,746	22,148	(18,209)	855,685	(41,190)	814,495
Teviot Ward Services Charge									
7211 - Elected Members Teviot Valley	-	-	-	-	-	-	-	0	0
	-	-	-	-	-	-	-	0	0
Teviot Ward Specific Reserves									
7131 - Roxburgh Hydro Village Upgrade Fund	(167)	-	(4)	(171)	-	-	(171)	(3)	(174)
	(167)	-	(4)	(171)	-	-	(171)	(3)	(174)
Teviot Ward Development Fund									
7122 - Teviot Valley Reserves Contribution	101,567	15,897	(3,229)	114,235	2,005	-	116,240	165	116,406
	101,567	15,897	(3,229)	114,235	2,005	-	116,240	165	116,406
Total Reserves Surplus/(Deficit)	1,496,153	144,720	(504,891)	1,135,983	78,680		1,127,726	(636,596)	491,129

* The Annual Plan closing balance has been adjusted to reflect the closing balance of the Annual Report and the Annual Plan movement. This is to enable a running estimate of the total Reserves balance.

6 MAYOR'S REPORT

24.4.5 MAYOR'S REPORT

Doc ID: 1709305

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

24.4.6 CHAIR'S REPORT

Doc ID: 1709021

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

24.4.7 MEMBERS' REPORTS

Doc ID: 1709629

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

24.4.8 JUNE 2024 GOVERNANCE REPORT

Doc ID: 1709860

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

1. Purpose

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

Recommendations

That the report be received.

2. Discussion

Status Reports

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

3. Attachments

Appendix 1 - 20240613 TVCB Status Updates.docx [↓](#)

Status Updates		Committee: Teviot Valley Community Board			
Meeting	Report Title	Resolution No	Resolution	Officer	Status
4/04/2024	Mowing of Grass Verges Roxburgh	24.2.3	<p>That the Teviot Valley Community Board:</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. The Board ceases to fund the mowing verges in Roxburgh and redistributes the budget across other costs centres within the open spaces contract area. And that Council is asked to develop a grass verge policy for the district.</p> <p>CARRIED with Ms Booth recording her vote against</p>	Parks and Recreation Manager	<p>31 May 2024</p> <p>This decision has been fed back to the Roxburgh Community and the redistribution of funding will inform the annual plan budget and the Long-term Plan budget.</p> <p>MATTER CLOSED</p> <p>09 Apr 2024</p> <p>Action memo sent to report writer.</p>
4/04/2024	2023/24 Community Grants Applications - 2nd Round	24.2.2	<p>That the Teviot Valley Community Board:</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Allocates \$2,000 to the Teviot District Museum Inc. towards operational costs, from the 2023/24 community grants budget.</p>	Community Development Advisor	<p>24 May 2024</p> <p>Invoice received and paid. Staff will ensure that accountability actions completed when necessary.</p> <p>MATTER CLOSED</p> <p>15 Apr 2024</p> <p>Grant recipient advised and purchase order set up. Waiting for invoice.</p> <p>09 Apr 2024</p> <p>Action memo sent to staff</p>
23/03/2023	Roxburgh Entertainment Centre Maintenance Project	23.2.3	<p>That the Teviot Valley Community Board:</p> <p>A. Receives the report and accepts the level of significance.</p> <p>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.</p> <p>C. Notes the Roxburgh Entertainment Centre is no longer required to be earthquake strengthened 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</p>	Property and Facilities Officer - Vincent and Teviot Valley	<p>22 May 2024</p> <p>Awaiting accessibility floor plan to go with report, to finalise building consent. Breens and Aotea ready to start in June. Contract to be returned for signing from Breens.</p> <p>16 Apr 2024</p> <p>Building consent has been submitted along with relevant plans, and following this a timeline will be prepared for the work to be completed. Contractor has provided Cost Reimbursement offer for South Wall Rot repairs, staff to meet and review offer and seek any clarifications.</p> <p>18 Mar 2024</p> <p>Followed up with construction partner around next steps. Obtaining further information from electricians to submit a building consent for the fire and accessibility works, still awaiting cost estimate for South Wall Rot.</p>

			<p>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>08 Feb 2024 Met with construction partner on 2nd Feb 24 to assess the South Wall Rot and to measure for a cost estimate - need timelines around this work to coincide with the Fire and Accessibility upgrades to allow the contract to be signed.</p> <p>08 Jan 2024 Confirmed queries with construction partners and are happy to proceed, so awaiting the contract. Also, waiting for confirmation on site visit with Breens for South Wall Rot. Borer has already been treated, and mould tests taken.</p> <p>29 Nov 2023 Quote has been received by Breens (our construction partner). This has some matters than need assessing. Site visits have been booked to review. Also awaiting response from Breens re South Wall Rot. Issues identified in the building assessment are already being remedied.</p> <p>31 Oct 2023 Resolutions A, B, C and E are all now completed subject to the carry forwards taking place., Now that the earthquake strengthening is no longer necessary, priority has shifted to the severe rotting issue on the south wall., Council staff are reviewing the conservation plan and asbestos report to ascertain how to proceed with repairs and to comply with the Fire and Accessibility Reports that have been undertaken., Still awaiting the quote from our construction partner. Fire Design Solutions had provided initial information, however the RECIP Committee felt we needed to utilise the space under the tiered seating. Further review has been undertaken and the construction partner has come back and the subcontractors Contego (fire protection services) are still finding the information too light to quote appropriately. Council staff included it as a provisional sum to keep the ball rolling as we need. Construction partner unsure about the south wall rot, so investigation around this is taking place.</p> <p>25 Sep 2023 Council staff are reviewing the documents recieved by WSP. Construction partner is just awaiting updated plans from fire design services to complete quotes.</p>
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					<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>31 May 2024 Still awaiting the certificate of title.</p> <p>04 Mar 2024 Council is waiting on a certificate of title for the cemetery to be issued this still may take a couple of months.</p> <p>09 Jan 2024 Council is waiting on a certificate of title for the cemetery to be issued this may take a couple of months.</p> <p>07 Nov 2023 Council is waiting on a certificate of title for the cemetery to be issued.</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</p>

					<p>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 and Recreation Manager	<p>31 May 2024 DOC application has been submitted.</p> <p>04 Mar 2024 The group is preparing and application to DOC seeking their permission to upgrade the track which is on DOC managed land.</p> <p>08 Jan 2024 Mid December the Department of Conservation provided guidance on the process to seek their approval. Application will be made in the new year however the timeframe for approval is uncertain. Should it be necessary, due to a lag in approval, the funding can be diverted to carrying out work on other tracks in the valley.</p> <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 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>
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				<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 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.</p> <p>21 Jun 2021 Action memo sent to Parks Officer - Projects and Finance</p>
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10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 1 August 2024.