



AGENDA

Cromwell Community Board Meeting Tuesday, 6 May 2025

Date: Tuesday, 6 May 2025

Time: 2.00 pm

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

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

**Peter Kelly
Chief Executive Officer**

Notice is hereby given that a meeting of the Cromwell Community Board will be held in Cromwell Service Centre, 42 The Mall, Cromwell and live streamed via Microsoft Teams on Tuesday, 6 May 2025 at 2.00 pm. The link to the live stream will be available on the Central Otago District Council's website.

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

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

1 APOLOGIES

2 PUBLIC FORUM

3 CONFIRMATION OF MINUTES

Cromwell Community Board - 25 March 2025

**MINUTES OF A MEETING OF THE
CROMWELL COMMUNITY BOARD
HELD IN THE CROMWELL SERVICE CENTRE, 42 THE MALL, CROMWELL
AND LIVE STREAMED VIA MICROSOFT TEAMS ON TUESDAY, 25 MARCH 2025
COMMENCING AT 2.00 PM**

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

IN ATTENDANCE: T Alley (Mayor), P Kelly (Chief Executive Officer), S Righarts (Group Manager - Business Support), D Rushbrook (Group Manager - Community Vision), D Scoones (Group Manager - Community Experience), L van der Voort (Group Manager - Planning and Infrastructure), G Bailey (Parks and Recreation Manager), G Chrystall (Facility Experience Manager), Z Zeelie (Team Leader – Statutory Property), P Keenan (Capital Projects Programme Manager), R Williams (Community Development Advisor), Q Penniall (Infrastructure Manager), H Laverick (Roading Asset Engineer), D McKewen (Systems and Corporate Accountant), S Reynolds (Governance Support Officer)

1 APOLOGIES

There were no apologies.

2 PUBLIC FORUM

Ian Dee - Central Otago Pony Club

Ian Dee the President of Central Otago Pony Club commented on the Draft Recreation Reserve Plan for the Racecourse Reserve and stated that he believed that under the current proposal the club would not be left with enough land to operate a full equestrian cross country course. He also noted that the course attracts a large number of riders from across the country and that there would be costs incurred by removing the existing cross country.

Mr Dee then responded to questions.

3 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Scott
Seconded: Browne

That the public minutes of the Cromwell Community Board Meeting held on 10 February 2025 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.

Cr Laws noted that she had a conflict with Item 25.2.8 did not take part in the discussions or vote on this item.

Cr Gillespie's noted that the he had been involved with the consent approval on behalf of Contact Energy for item 25.2.5, but given that he is no longer an employee of this organisation he took part in the discussion and did voted on this item.

5 REPORTS

25.2.2 DRAFT CROMWELL RACECOURSE RECREATION PLAN

To consider approving the Cromwell Racecourse Recreation Plan for consultation.

It was noted that this process does not commit the board to any funding but progresses it to the public consultation stage.

COMMITTEE RESOLUTION

Moved: **McConnell**

Seconded: **Scott**

That the Cromwell Community Board

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

CARRIED

25.2.3 NOTICE OF INTENTION TO PREPARE A RESERVE MANAGEMENT PLAN

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

COMMITTEE RESOLUTION

Moved: **Laws**

Seconded: **Browne**

That the Cromwell Community Board

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

CARRIED

25.2.4 CROMWELL HALL OPERATING DECISIONS

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

COMMITTEE RESOLUTION

Moved: Gillespie
Seconded: Sanford

That the Cromwell Community Board

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

CARRIED

Note: Ali Ballentine and Helen Scoles joined the meeting for item 25.2.5

25.2.5 OLD CROMWELL LAKEFRONT MANAGEMENT PLAN

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

COMMITTEE RESOLUTION

Moved: McConnell
Seconded: Laws

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
 - B. Agrees to apply to Land Information New Zealand to amend the Management Agreement of the Lakefront of the Old Cromwell Township to include the extended area as indicated in blue on Figure 1 of this report.
 - C. Agrees to the variation to the lease agreement between Council and Old Cromwell Incorporated to include the extended area.
 - D. Agrees to Old Cromwell Incorporated to enter into a Memorandum of Understanding with Cromwell & Districts Community Trust to enable the construction of the replica Chinese Village.
-

-
- E. Notes that the agreement is subject to the proposal complying with the Land Information New Zealand/Council management agreement and the Council/Old Cromwell Incorporated lease.
- F. Authorises the Chief Executive to do all that is necessary to give effect to the resolution

CARRIED

25.2.6 CONSTRUCTION OF RETAINING WALL AT OLD CROMWELL TOWNSHIP

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

It was noted that no building consent was required for this work and was within the scope of the Councils management agreement with Land Information New Zealand.

COMMITTEE RESOLUTION

Moved: Browne
Seconded: Sanford

That the Cromwell Community Board

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

CARRIED

25.2.7 UPDATE ON CROMWELL WATER TREATMENT PLANT AND BOREFIELD UPGRADE

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

Recommendations

That the report be received.

Note: Cr Laws declared a conflict with this item and did not take part in the discussions or vote on the item.

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

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

Discussion followed on the relevance of the current naming list and it was requested that the list was reviewed on a regular basis.

COMMITTEE RESOLUTION

Moved: Browne
Seconded: McConnell

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees that the two new roads within the Wooing Tree Development be named Petrichor Court and Muller Court.
- C. The board requested that the Cromwell Area Road Naming Option list was reviewed and that the alternative names in the report were considered as part of this process.

CARRIED

Note: Ms Harrison left the meeting at 2.59 pm and Mr Scott assumed the chair.

25.2.9 SPEED MANAGEMENT CONSULTATION PROPOSAL

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

COMMITTEE RESOLUTION

Moved: Laws
Seconded: Sanford

That the Cromwell Community Board

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

CARRIED

25.2.10 CROMWELL FINANCIAL REPORT FOR THE PERIOD ENDING 31 DECEMBER 2024

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

COMMITTEE RESOLUTION

Moved: Sanford
Seconded: McConnell

That the report be received.

CARRIED

6 MAYOR'S REPORT**25.2.11 MAYOR'S REPORT**

Her Worship the Mayor gave an update on activities and issues since the last meeting, see attached.

COMMITTEE RESOLUTION

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

That the Cromwell Community Board receives the report.

CARRIED

Attachments

1 Mayors Report

Note: By permission of the meeting item 25.2.13 was moved forward.

7 MEMBERS' REPORTS**25.2.13 MEMBERS' REPORTS**

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

Ms McConnell reported on the following:

- Noted that she had an interesting discussion with a new appointment at Contact Energy.

Cr Laws reported on the following:

- Attended the recent community meeting about the Racecourse Reserve.
- Attended the Wanaka A & P show.
- Attended a meeting of Old Cromwell Incorporated and noted that McNulty House needs some upkeep and asked staff to look at options for repairs. She noted that the committee do a large amount to maintain the building and the grounds and believes that the funding for this should come from council.

Mr Sanford reported on the following:

- Attended a meeting of the Friends of Cromwell Cemetery.
 - Attended a Business South session with the Prime Minister.
 - Attended the Wanaka A & P Show.
 - Attended a working party in Naseby with work colleagues to remove some wilding pine trees.
 - Visited the water park for the first time.
-

- Is on the board of the Automobile Association local branch and had attended a meeting of this group.

Cr Gillespie reported on the following:

- Gave an update on a recent Hearings Panel meeting.
- Noted the work done by Council on Regional Deals and looked forward to an update in this space and clarified that this does not lead to amalgamation.
- Gave an update on recent Council meetings including the extraordinary Council meeting and the additional information for the Long-term Plan documentation.
- Had lunch with the Prime Minister noting his focus on economic growth.
- Given the recent serious road accidents in the community, Cr Gillespie acknowledged his thanks to all members of the community who have attended these events and the number of people who are affected by these tragic events.

Cr Browne reported on the following:

- Had spent some time on various school camps with her children and noted the fantastic offerings at the Tūhura Otago Museum.
- Attended the Dunstan Zone athletics competition, and noted that Molyneux Park looked impeccable for the event.
- Attended a couple of 'Huddl' workshops, and outlined the beneficial information shared at these sessions.
- Toured the Cromwell Memorial Hall with the 'Women in Construction' group and acknowledged the excitement around the build as it takes shape.
- Attended the Creative Communities funding round.
- Noted the extensive comment on social media and the considered the best way to communicate with these groups. She stated that she had attempted to communicate as much as possible with all members of the community and wanted to stress her availability to respond to queries.

Mr Scott reported on the following:

- Attended a meeting of the Friends of Cromwell Cemetery.
- Participated in Bayley's Charity Golf Course.
- Declined an invitation to lunch with the Prime Minister.

COMMITTEE RESOLUTION

Moved: **McConnell**
Seconded: **Sanford**

That the report be received.

CARRIED

Note: Ms Harrison returned to the meeting at 3.40 pm and resumed the chair.

Note: Mr Scott left the meeting at 3.41 pm and returned at 3.43 pm.

8 CHAIR'S REPORT

25.2.12 CHAIR'S REPORT

The Chair gave an update on the following:

- Noted that she was delighted to have a walkthrough of the Cromwell Memorial Hall and discussed the exciting changes at the site and public interest in the project.

COMMITTEE RESOLUTION

Moved: Sanford

Seconded: Laws

That the report be received.

CARRIED

9 STATUS REPORTS

25.2.14 MARCH 2025 GOVERNANCE REPORT

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

COMMITTEE RESOLUTION

Moved: Scott

Seconded: Browne

That the report be received.

CARRIED

10 DATE OF THE NEXT MEETING

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

11 RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION

Moved: Gillespie

Seconded: Browne

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

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of

the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

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

CARRIED

The public were excluded at 3.47 pm and the meeting closed at 3.49 pm.

CHAIR / /

4 DECLARATIONS OF INTEREST

25.3.1 DECLARATIONS OF INTEREST REGISTER

Doc ID: 2016194

1. Purpose

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

2. Attachments

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

5 REPORTS

25.3.2 2024/25 COMMUNITY AND PROMOTIONS & EVENTS GRANTS APPLICATIONS - 2ND FUNDING ROUND

Doc ID: 2412607

Report Author:	Alison Mason, Media and Marketing Manager Rebecca Williams, Community Development Advisor
Reviewed and authorised by:	Dylan Rushbrook, Group Manager - Community Vision

1. Purpose of Report

To consider the second round of the community and promotions & events grant applications for the 2024/25 financial year. To consider applications to the 2025/26 year promotions and events grant.

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
 - B. Decides the grants to be allocated to the applicants of the community and promotions & events grants.
-

2. Background

The Central Otago District Council contributes to the social, economic, environmental and cultural well-being of the local community through the contestable grants process.

The objectives of the grants process are:

- Enhance well-being in the district (social, economic, environmental and cultural)
- Empower local communities
- Facilitate the delivery of community outcomes
- Promote our regional identity: Central Otago A World of Difference.

There are two types of grants that can be applied for, community grants and promotions & events grants. Each are funded using different targeted rates, which means that one pool cannot subsidise the other. Each application must be considered on its own merit and fit with the relevant grant criteria and available budget.

The Board considers grant applications in two rounds annually. This is the second round of funding for the 2024/25 financial year. Applications for this funding round closed on the 2nd of March 2025 for a decision at this meeting.

The Cromwell Community Board is delegated the authority to consider applications for activities and projects within its boundaries.

Annually, there is \$50,000 to distribute in the Cromwell community grants scheme and \$106,219 to distribute in the promotions & events grants scheme.

The following table illustrates the commitments already made and the amounts left to distribute in the 2024/25 year. There are currently no pre-approved commitments to the 2025/26 draft promotions and events budget of \$106,219.

Promotions and events grant applications were accepted in the March 2025 round for funding from the 2025/26 financial year. This is due to the timing of this funding round not allowing the applicants to apply and have a Board decision prior to the funding commitment being required.

Community Grants	2024/25 FY
Total Budget for 2024/25	50,000
Plus returned grants	-
Less committed from previous rounds	0
Balance left to distribute	50,000
Promotions & Events Grants	2024/25 FY
Total Budget for 2024/25	106,219
Plus returned grants	
Less committed from previous rounds	95,000
Balance left to distribute	11,219
Promotions & Events Grants	2025/26 FY
Total Budget for 2025/26	106,219
Plus returned grants	
Less committed from previous rounds	0
Balance left to distribute	106,219

3. Discussion

Community Grants

Two community grant applications have been received in the current round, requesting a total of \$48,645. There is a total of \$50,000 for community grants to distribute. The details are provided in the table below:

No	Name of Organisation	Name of project / service	Purpose of funding	Total costs	Amount requested
1	Central Otago Friendship Network	Cromwell Social Connection Support	Operational funding to provide staff support for the project.	\$5,460.16	\$4,000
2	Friends of Cromwell Cemetery	Rabbit proof fence and ongoing rabbit control for Cromwell cemetery	Rabbit proof fence	\$48,645.00	\$48,645.00

Promotion & Events Grants

One promotions & events grant application has been received in the current round requesting a total of \$106,000 for projects in the 2025-26 year. There is \$11,219 available to distribute in the current financial year, and \$106,219 available in the draft Long-term Plan budget for the 2025/26 financial year. The application details are provided in the table below:

No	Name of Organisation	Name of project / service	Purpose of funding	When does the project start	Total costs	Amount requested
3	Cromwell and Districts Promotion Group	Group Activities 25-26	Three Events: Light Up Winter, Street Party and Fireworks, Cherry Pit Spit Championships	1 Jul 2025	\$177,725 Excl Operational Costs	\$106,000

Copies of the application, supporting documentation and staff assessments are provided to Board members under separate cover.

4. Financial Considerations

As detailed above, the Board has \$50,000 to distribute for the 2024/25 Community Grants round and \$11,219 for the 2024/25 Promotions Grants.

The draft 2025-34 Long-term plan budget has \$106,219 budgeted for promotions & events grants and there are no existing pre-approved grants committed.

The Board has the delegated authority to spend within this budget. Any recommendations above these amounts would fall outside of that delegation and would need to be by way of a recommendation to Council.

5. Options

The Board is asked to consider each application and determine the appropriate level of funding. There are no other options as the Board has the delegation to allocate grants from the contestable funds.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the social, cultural, economic and environmental wellbeing of communities, in the present and for the future by providing a contestable funding pool that enables projects to be delivered in the community that enhance well-being.
Decision consistent with other Council plans and policies? Such	Yes, this decision is consistent with the Grants Policy, and other plans and policies that may be

as the District Plan, Economic Development Strategy etc.	impacted by any of the individual grant applications.
Considerations as to sustainability, the environment and climate change impacts	<p>Events bring larger numbers of people together and will therefore have environmental impacts. Applicants are required to facilitate their activities in line with Councils strategies.</p> <p>There is no direct impact, though some applications may have a positive environmental impact.</p>
Risks Analysis	<p>There are risks where large groups of people come together at events. A Health and Safety plan must be submitted with any Council property bookings for events.</p> <p>No other risks have been identified in the funding applications.</p> <p>It is each grant recipient's responsibility to obtain and/or have in place the appropriate consents, plans and licences (including resource consent, health and safety plans etc.) as required by legislation, agencies, property owners and/or individuals to undertake the projects.</p>
Significance, Consultation and Engagement (internal and external)	The funding rounds were advertised in the local newspaper, Council's website and Facebook page, and through combined agency community funding clinics. Discussions with departments of Council have taken place where there are impacts arising from the application.

7. Next Steps

Once the Board has made a decision on the level of funding for each organisation, this will be communicated to each applicant and payments made.

8. Attachments

Appendix 1 - Grant Recommendation Summary (under separate cover) [⇒](#)

Appendix 2 - Central Otago Friendship Network Grant Assessment (under separate cover) [⇒](#)

Appendix 3 - Central Otago Friendship Network Grant Application (under separate cover) [⇒](#)

Appendix 4 - Central Otago Friendship Network Supporting Documents (under separate cover) [⇒](#)

Appendix 5 - Friends of Cromwell Cemetery Grant Assessment (under separate cover) [⇒](#)

Appendix 6 - Friends of Cromwell Cemetery Grant Application (under separate cover) [⇒](#)

Appendix 7 - Friends of Cromwell Cemetery Supporting Documents (under separate cover) [⇒](#)

Appendix 8 - Friends of Cromwell Cemetery Letter from CODC (under separate cover)

[⇒](#)

Appendix 9 - Friends of Cromwell Cemetery Emails (under separate cover) [⇒](#)

Appendix 10 - Grant Application Cromwell and Districts Promotion Group (under separate cover) [⇒](#)

Appendix 11 - Supporting Documents Cromwell and Districts Promotion Group (under separate cover) [⇒](#)

Appendix 12 - Grant Assessment Cromwell and Districts Promotion Group (under separate cover) [⇒](#)

25.3.3 CROMWELL HALL OPERATING DECISIONS

Doc ID: 2396440

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

1. Purpose of Report

For the board to make regular decisions on how the Cromwell Memorial Hall will operate once opened. This is a progress report to consider recommendations to Council on the proposed operations of the Cromwell Memorial Hall.

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Supports the café and cinema and catering kitchen being considered for lease to commercial operators through Councils normal procurement process.

2. Background

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

The operations team is holding regular workshops and providing updates on progress as we work through the activities in the project plan to be operationally ready by July 2026. This report covers the discussion at the Cromwell Community Board workshop in March, including:

- Funding applications
- An update on resource requirements and job descriptions being drafted
- Update on information gathered on the operations of similar facilities around New Zealand
- Expressions of interest to operate café and cinema.

3. Discussion

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

Funding applications

An update was given on the funding applications. Central Lakes Trust has granted \$1.1million to museum fitout, playground and landscaping. Two separate applications had been submitted to Lotteries – Heritage and Environment and Lotteries – Community Facilities for \$500,000 each and we await the outcome. An application is yet to be submitted to Otago Community Trust.

Resource requirements

Resourcing for the facility is being worked through with a staffing structure and job descriptions being drafted up. A one-year fixed-term role that will focus on planning, preparation and moving artifacts from the existing Cromwell Museum to the new space has been drafted.

Other facility visits

The operations team visited Whirinaki in Upper Hutt and TPOMA in Balclutha. These two facilities were part of the research that the financial model has been based on, and visiting these facilities to understand how they operate has provided valuable insights.

Expressions of interest for café and/or cinema

There was discussion with the board about going out to market for expressions of interest to operate the café or cinema or both to get an idea of market appetite. This would be the first step in the tender process.

4. Financial Considerations

Indicative costs and revenue to commercially lease these areas to operator/s have been included in the initial financial operating model.

5. OptionsOption 1 – (Recommended)

The Board accepts the recommendation that the café, cinema and catering kitchen be considered for lease to commercial operators.

Advantages:

- Support for the local economy, creating jobs and economic growth
- Providing an enhanced service and experience for the community
- Attract visitors to the facility, increasing usage and visibility
- Potential to offset some of the facility operational costs

Disadvantages:

- Less control than a Council-run café
- Potential for conflict with the overall facility operations

Option 2

The Board does not consider leasing the café, cinema and catering kitchen to commercial operators.

Advantages:

- No advantages have been identified.

Disadvantages:

- Higher risk of not having the facility ready and operating in time.
- Potential lower level of service
- Less likely to fully utilise the facility

6. Compliance

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

7. Next Steps

The operations team will go to market for expressions of interest to operate the café, cinema and/or catering kitchen.

8. Attachments

Nil

25.3.4 MUSEUM FITOUT WITHIN THE CROMWELL MEMORIAL HALL

Doc ID: 2434480

Report Author:	Phil Quinn, Project Manager - Property
Reviewed and authorised by:	David Scoones, Group Manager - Community Experience

1. Purpose of Report

For the board to receive the report and make recommendations to Council for CODC officers to facilitate the fitout of the Museum in the new Cromwell Memorial Hall facility.

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Recommends to Council officers facilitate the fitout of the museum in the new Cromwell Memorial Hall
- C. Recommends to Council to delegate financial authority to the Chief Executive in the amount \$1.6 million enabling awarding the design and fitout to nominated suppliers as per the procurement policy process.
- D. Recommends authorising the Chief Executive Officer to do all that is necessary to give effect to these resolutions.

2. Background

On 28 February 2023, the Council approved the construction contract based on the Developed Design, authorising \$45.8 million in capital expenditure for the base build. The Developed Design incorporates a designated wing for the museum with specific environmental control systems, aimed at enhancing the overall functionality and preservation capabilities of the museum facility. As a key stakeholder, the Museum has been actively involved in the project to ensure its alignment with the cultural and heritage objectives of the facility.

3. Discussion

The Cromwell Memorial Hall project build includes the shell of a museum and exhibition space. At Council's October meeting it resolved the Cromwell Museum would be in this facility (Resolution G: To fund the Cromwell Museum within the new Cromwell Memorial Hall complex with funding to come from Council). To enhance the Cromwell Museum the Cromwell Museum and staff have been working with external funders to gain funding for a museum fit out to compliment the design of the new hall and to showcase the Cromwell Museum collection. The current fit out of the Cromwell Museum while has performed admirably the new museum location provides an opportunity to rebuild the fitout of and

components of the Cromwell Museum. Funding is being obtained to begin this. The old fit out and display of Cromwell Museum would be disposed of either through auction or donations.

With the base build well underway and on track for completion in 2026, the project team, incorporating Story Inc as design consultants, has been working with the museum on the fitout design for the new museum space. A draft concept design was completed towards end of 2024 with a primary output of estimated costs to inform the funding applications.

The funding applications are underway with:

- a) Central Lakes Trust (CLT) granting \$1.1 million
- b) Lotteries Heritage applying for a further \$500,000
- c) Discussions underway with Otago Community Trust (OCT)

With the funding potential amounting to \$1.6million the project team recommends limiting this project to a total of \$1.6 million which will cater for:

- Design and fitout costs
- Decant existing museum and relocation of artefacts to new facility
- Overhead administration costs from primary contractors
- Contingency amount, with the remaining being forward further phases as required and/or the inclusion of a playground (specified in the CLT application)

As per similar arrangements between Trusts and Council, Council's roles and responsibilities will be:

- a) Council will work with the Museum Trust in progressing the fitout design in accordance with nominated budget
- b) Council, where possible, will receive funding grants and act responsibly in the expenditure of funds solely to the museum fitout within the Cromwell Memorial Hall
- c) Council will be responsible for oversight of all contractors in the project and will be responsible for financial oversight.
- d) Council will continue having regular catch ups with the museum trust

4. Financial Considerations

The funding for the museum fitout is being sourced from external sources. Secured already is \$1.1M from CLT with a further \$500,000 expected from Lotteries providing a confident \$1.6M for the fitout. Potentially further funding could be received from OCT.

The design brief must design the first phase to a limit of \$1.5M to provide contingency and enable any additional funding to be made available in future phases. This approach removes the need to Council to provide shortfall in funds.

The external funding and costs within this workstream will be managed in a separate cost centre retaining the already approved and cost of the project to CODC to \$45.8M.

5. Options

Option 1 – (Recommended)

Recommend to Council, officers will facilitate the fitout on behalf of the museum within the Cromwell Memorial Hall, and delegates financial authority to the amount of \$1.6M to the Chief Executive officer.

Advantages:

- Enables the fitout benefit from established project team resources including externals
- Aligns the delivery of museum fitout within the operational go live milestones in 2026

Disadvantages:

- None identified

Option 2

To not go ahead with option 1.

Advantages:

- None identified

Disadvantages:

- The new museum facility will resemble the existing offering as placed in the Mall.

6. Compliance

Local Government Act 2002 Purpose Provisions	<p>This decision enables democratic local decision making and action by, and on behalf of communities by delegating the financial authority to the Chief Executive Officer enabling the progress of the museum.</p> <p>AND/OR</p> <p>This decision promotes the cultural wellbeing of communities, in the present and for the future by providing museum services to Cromwell</p>
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	<p>This project is stated in the Cromwell Masterplan and LTP as a key project.</p>

	This recommendation would be consistent with the Council's Procurement Policy as a resolution to delegate the Council's authority is obtained through this report.
Considerations as to sustainability, the environment and climate change impacts	Design and Fitout has consistently incorporated sustainability tactics
Risks Analysis	Risks are outlined in the options above
Significance, Consultation and Engagement (internal and external)	Consultation was undertaken through the LTP process

7. Next Steps

- a) Submit paper to Council with recommendations
- b) Establish cost centres
- c) Secure contract resources for Design and Fitout

8. Attachments

Nil

25.3.5 APPROVE DRAFT CROMWELL RACECOURSE RESERVE MANAGEMENT PLAN FOR CONSULTATION

Doc ID: 2443661

Report Author:	Maria Burnett, Parks Officer - Planning and Strategy
Reviewed and authorised by:	David Scoones, Group Manager - Community Experience

1. Purpose of Report

To consider approving the draft Cromwell Racecourse Reserve Management Plan 2025 for consultation.

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Approves the draft Cromwell Racecourse Reserve Management Plan 2025 for public consultation in accordance with Section 41 of the Reserves Act 1977. The land is legally described as Lot 1 DP 301554, Cromwell District, part Certificate of Title 64/76.
- C. Agrees that the Cromwell Community Board will hear submissions received on the draft Plan.

2. Background

Site and Current Management

The Cromwell Racecourse Reserve is a recreation reserve comprising approximately 93.49 hectares, located on Ripponvale Road, Cromwell. The Reserve is currently managed under a lease agreement with Central Lakes Equestrian Club Committee Incorporated, which expires on 30 June 2042. The current Reserve Management Plan was adopted in 2000 and no longer reflects the current use, management arrangements, or community aspirations for the site.

Why a New Plan is Needed

Previous Resolution

At its meeting on 25 March 2025, the Cromwell Community Board (the Board) resolved to notify its intention to prepare a draft Reserve Management Plan for the Cromwell Racecourse Reserve, in accordance with Section 41 of the Reserves Act 1977. The Board resolved to:

- *A. Receive the report and accept the level of significance.*
- *B. Agree to prepare a Draft Reserve Management Plan for the Cromwell Racecourse Reserve legally described as Lot 1 DP 301554 Cromwell District, comprising 91.4629 hectares, being part Certificate of Title 64/76.*

Need for a New Management Plan

The Board's decision followed Council-led investigations into whether the Reserve could support both equestrian use and a broader range of community recreation activities. This work identified that, with careful planning and realignment of activities over time, the site can accommodate both.

To support this dual-purpose approach and respond to population growth and increasing demand for sporting and recreational spaces in Cromwell, a new Reserve Management Plan is required. The purpose of this plan is to:

- Reflect current use and future aspirations for the Reserve.
- Provide a framework for future development and decision-making.
- Identify and address any constraints, conflicts, or opportunities; and
- Meet the obligations of the Reserves Act 1977, including the requirement to keep management plans under continuous review.

Population Trends

Cromwell has experienced sustained population growth since the early 2000s, and this trend is expected to continue. While projections are conservative, actual growth over the past decade has exceeded expectations, putting increased pressure on sports fields and recreational infrastructure. Cromwell is expected to reach 12,000 residents well before 2050.

Although an ageing population will eventually moderate growth in demand, the current and projected increases in the active age group (5–49 years) underscore the need for ongoing investment in recreational spaces.

3. Discussion

Reserves Act Process

The preparation of a Reserve Management Plan must follow the process outlined in Section 41 of the Reserves Act 1977, ensuring transparency, public input, and alignment with the intended purpose of the reserve.

The table below outlines the required steps. The current step, approval to notify the draft Management Plan, is outlined in red.

The optional step of preparing a Management Plan by first inviting suggestions from the public is not being undertaken. This is because Council has already gathered relevant information through the development of the Recreation Plan and previous investigations into sports field provision.

Relevant Sections of the Reserves Act	Public Consultation	Description of Activity	Phase
Section 41 (5)	Optional	Council notifies the public that it is preparing a management plan and calls for submissions (one month)	Management Planning
Section 41 (5)c		↓ Public submissions are received and incorporated into a draft management plan	
Section 41 (6) a-c	Mandatory	↓ A draft management plan is made available to the public for further comment (two months)	

Relevant Sections of the Reserves Act	Public Consultation	Description of Activity	Phase
Section 41 (6) d		↓ The draft management plan is edited to incorporate input from public submissions	
Section 41 (6) d		↓ The final document is presented to Council for adoption	
Section 41		All policies come into effect and are enforceable by Council	
Section 41 (4)		↓ The management plan is continually monitored and reviewed	Implementation

Once the plan is adopted by Council, it becomes the operative management plan for the Reserve. All policies within it come into effect and are enforceable, and the plan must be monitored and kept under continuous review in accordance with the Act.

Cromwell Racecourse Reserve Act 1876

The Reserve is subject to the Cromwell Racecourse Reserve Act 1876, a local Act of Parliament. The Act is now largely obsolete and no longer relevant to the ongoing management of the Reserve. Council will investigate formal revocation of the Act in due course. In the meantime, its provisions have been noted during the preparation of the draft Management Plan.

Strategic Context

The development of the draft Management Plan has been informed by several key strategic documents:

- The Cromwell 'Eye to the Future' Masterplan (2019) identified the need to enhance recreational opportunities to support population growth.
- The Cromwell Racecourse Reserve Business Plan (2020–2030), prepared by the Central Lakes Equestrian Club, outlined management priorities such as irrigation, facility upgrades, user coordination and alternative recreational use.
- The Queenstown Lakes–Central Otago Sub-Regional Sport and Recreation Facility Strategy (2020) emphasised Cromwell's potential as a regional hub for sport and the need for coordinated investment.
- The Cromwell Reserves Supply and Demand Assessment (2022) confirmed a projected shortfall in sports field provision based on population growth and increased participation.
- Cromwell Racecourse Recreation Plan (2025): Presents a long-term spatial vision for the Reserve and outlines design principles to guide future development and investment.

These documents have collectively shaped the direction of the draft Management Plan.

Sports Field Shortfall and Future Demand

The Cromwell Reserves Supply and Demand Assessment (2022) concluded that the current provision of sports fields in Cromwell is insufficient to meet projected population growth and growing participation in field sports. Central Otago's population is forecast to increase by over 26 percent by 2040, with Cromwell's town population alone expected to grow to more than 8,000 residents. This growth is expected to place significant pressure on existing reserves and infrastructure.

To respond to this challenge, Council has adopted a staged approach to sports field development, with initial upgrades and reconfiguration planned for Anderson Park and Alpha Street Reserve. Once these sites are optimised, any additional demand will be directed to the Cromwell Racecourse Reserve, which offers the most capacity for long-term growth.

Cromwell Racecourse Recreation Plan (2025)

At its March 2025 Meeting the Board resolved.

Moved: McConnell

Seconded: Scott

That the Cromwell Community Board

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

The draft Racecourse Recreation Plan outlines a spatial framework for future development and proposes a staged expansion of sports fields and supporting infrastructure:

- Medium term (to 2030): Provision for four new full-sized sports fields.
- Long term (to 2045): An additional four fields, enabling up to eight full-sized fields in total.

This development would occur without displacing equestrian users and supports the vision of the site as a future regional sports hub. The Recreation Plan also allows for possible future uses such as clubrooms, tournament hosting infrastructure, and community events space. Early investment in enabling infrastructure, including irrigation, ecological planting, accessways, and utilities, is recommended, alongside further technical investigation into site suitability, drainage, and turf types.

What's in the draft Reserve Management Plan

The draft Reserve Management Plan follows a standard structure in line with other Council reserve management plans. It includes:

- A brief history of the Reserve.
- A description of current use and management responsibilities.
- Clear objectives and policies covering leases and licences, grazing, event use, pest and weed control, signage, access, parking, and other operational matters.

- A framework for future development of the reserve.

The Draft Reserve Management Plan outlines a long-term vision and associated policies for the Racecourse Reserve including high level design principles to guide future development.

Once adopted additional community consultation under the Reserves Act 1977 will not be required to enable implementation.

The draft Reserve Management Plan provides a transparent decision-making framework to ensure the Reserve is managed in a way that reflects both its heritage, community aspirations and future potential.

4. Financial Considerations

The costs associated with preparing the draft Management Plan, including public consultation, are covered within existing Council budgets allocated to parks planning and strategy.

5. Options

Option 1 – (Recommended)

Approve the draft Cromwell Racecourse Reserve Management Plan for public consultation in accordance with the Reserves Act 1977.

Advantages:

- Supports Council's obligations under the Reserves Act 1977 to keep management plans under continuous review.
- Ensures the Management Plan reflects current use and future aspirations for the Reserve.
- Enables community input into the long-term management and development of the Reserve.

Disadvantages:

- No disadvantages have been identified.

Option 2

Do not approve the draft Cromwell Racecourse Reserve Management Plan for public consultation

Advantages:

- No advantages have been identified.

Disadvantages:

- Delays progress on the project and the ability to implement the Management Plan.
- The Reserve would continue to be managed under an outdated plan that does not reflect current needs or community aspirations.

- Council would not meet best practice for the management of recreation reserves under the Reserves Act 1977.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables democratic local decision-making and action by, and on behalf of, communities. As the preparation of this Reserve Management Plan is a public process that will contribute to improved community outcomes and wellbeing by proactively planning for the future use and development of the Cromwell Racecourse Reserve.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	The draft Management Plan is consistent with Council's Long-Term Plan and other strategic planning documents. https://www.codc.govt.nz/publications/policies Cromwell Racecourse Reserve Management Plan 2000.
Considerations as to sustainability, the environment and climate change impacts	A well-planned and flexible recreational reserve contributes to environmental sustainability and helps future-proof the site against climate-related pressures by encouraging resilient design, water-sensitive planting, and efficient land use. https://www.codc.govt.nz/repository/libraries/id:2apsgkk8g1cxbyogohn0/hierarchy/sitecollection/documents/strategies-and-policies/infrastructure/Sustainability_Strategy.pdf
Risks Analysis	The Reserves Act 1977 requires reserve management plans to be kept under continuous review. Proceeding with consultation mitigates future risk by ensuring the Reserve is managed in line with current needs, legislative requirements, and community expectations
Significance, Consultation and Engagement (internal and external)	Mana whenua, user groups, leaseholders, and the wider Cromwell community have an interest in this matter. Initial engagement has occurred through the development of the Cromwell Racecourse Recreation Plan and will continue through the public submission process. The consultation will be undertaken in accordance with Section 119 of the Reserves Act 1977, and submissions will be considered by the Board following the consultation period.

7. Next Steps

- Public consultation will run from Monday 12 May to Monday 7 July 2025 in accordance with Section 41 of the Reserves Act 1977.

- The draft Management Plan will be available online via Council's Let's Talk – Kōrero Mai platform and in hard copy at the Cromwell Service Centre and Library.
- A drop-in session will be held at the Cromwell Council Chambers on Wednesday 4 June, providing the public with an opportunity to learn more and speak with staff.
- After the consultation closes, all submissions will be reviewed and summarised. Submitters will be contacted and given the opportunity to speak at a hearing with the Board.
- Feedback from submissions will be used to update the draft Management Plan, with the final version presented to the Board for recommendation to Council.
- The final Management Plan will be adopted by Council under its delegated authority on behalf of the Minister of Conservation.

8. Attachments

Appendix 1 - Draft Cromwell Racecourse Reserve Management Plan.docx [↓](#)



CENTRAL OTAGO DISTRICT COUNCIL

DRAFT Cromwell Racecourse Reserve Management Plan



Cromwell Racecourse Reserve Management Plan process under the Reserves Act 1977, Section 41:

First public notification to prepare draft plan	25 March 2025
Draft plan released for public submissions	12 May 2025
Hearing of submissions	July/Aug 2025
Report to Cromwell Community Board for feedback	August 2025
Final plan presented to Council for approval and adoption	August 2025

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2 Preface to Reserve Management Plan

A Reserve Management Plan provides the community with certainty about the function, future management, and development of a reserve. It is developed by listening to community preferences for the reserve and documenting the best way to provide for them. A Reserve Management Plan is not a detailed operational plan, instead it provides a framework that guides management decisions.

It is good practice for local authorities to develop Reserve Management Plans for most reserves that are administered under the Reserves Act 1977. The Act sets out a formal public consultation process to engage the community (refer to Appendix 1). Plans must also be reviewed regularly so they remain up to date.

This draft plan is being released for public comment, so the community has the opportunity to provide Council with their feedback on the draft plan. The Cromwell Community Board will consider submissions received and make recommendations whether to amend the draft plan or not. Council will approve the final plan under delegation from the Minister of Conservation. When the Reserve Management Plan is approved by Council it will guide future management and development decisions for the reserve.

A timeline has been included below as Figure 1.

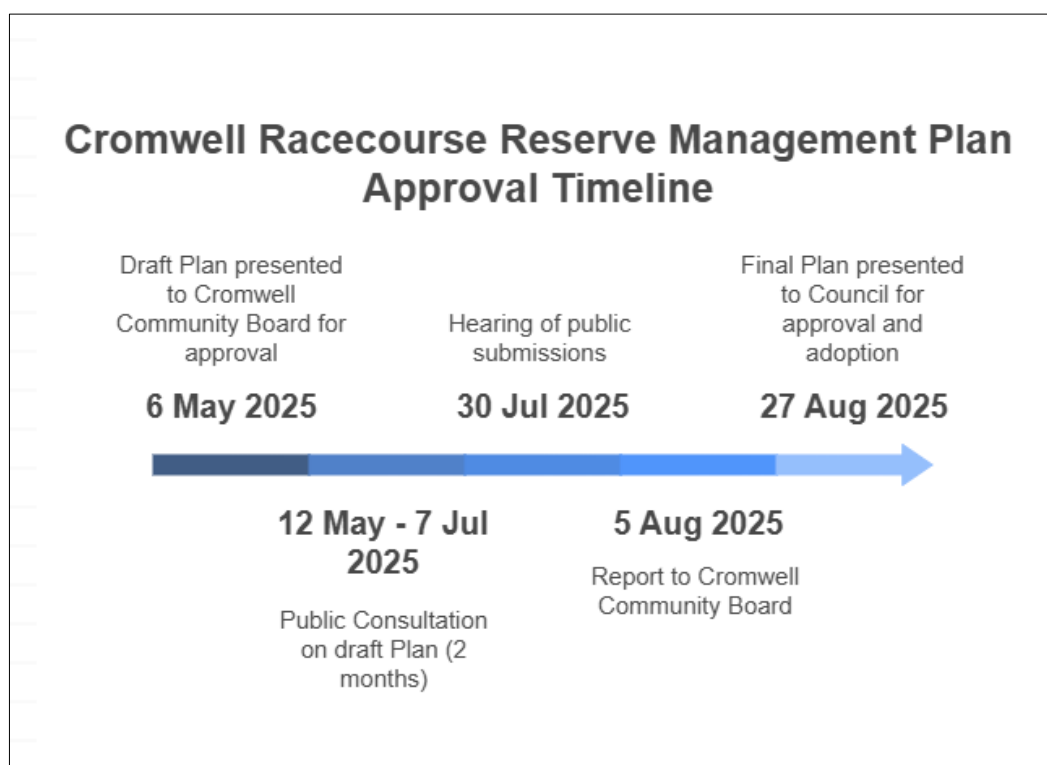


Figure 1: Process for the development of the Management Plan (Source CODC).

3 Outline of plan

This plan contains:

- Introduction – contents, introduction, purpose and outline of plan and introduction to the Cromwell Racecourse Reserve
- Reserve description
- Description of primary users and activities
- Goals, objectives and policies

4 Introduction

The Cromwell Racecourse Reserve is situated in the Cromwell Ward, on Kawarau Gorge Road (State Highway 6) and Ripponvale Road in Cromwell. The Cromwell Racecourse Reserve is primarily used for racecourse and related purposes. It has also been used for gymnastics, pony club events, community events, and other recreational activities. The reserve is approximately 91 hectares in area.

An aerial image of the Cromwell Racecourse Recreation Reserve provides context for its location, layout, and relationship to surrounding land uses.

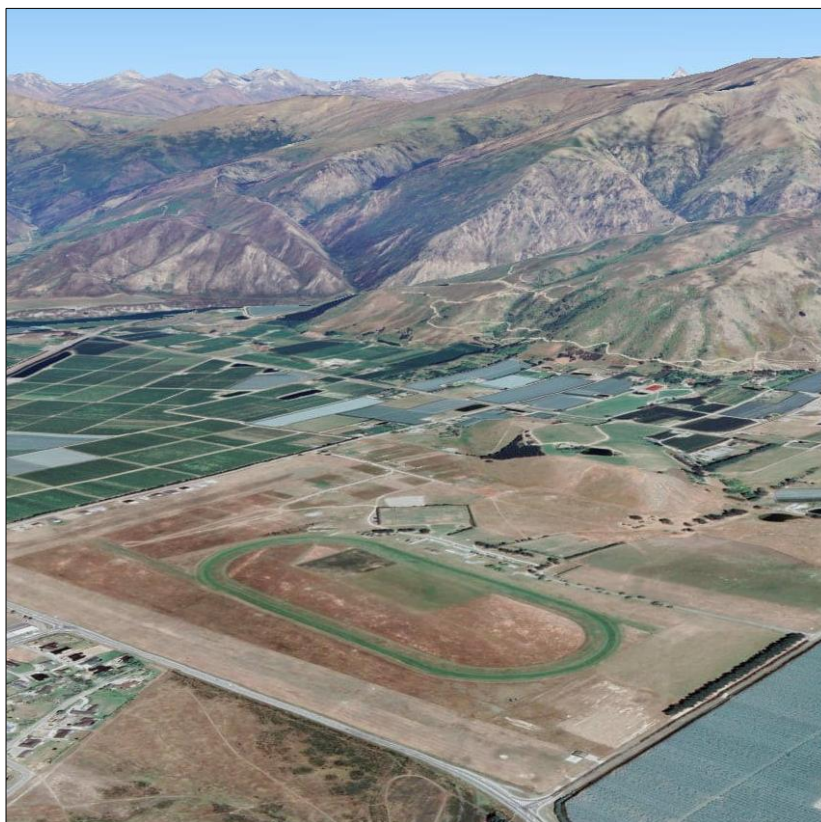


Figure 2: Aerial view of the Cromwell Racecourse Recreation Reserve and surrounding land uses (Source: Central Lakes Equestrian Club).

5 Purpose

The purpose of Reserve Management plans is to:

provide for and ensure the use, enjoyment, maintenance, protection and preservation, as the case may require, and, to the extent that the administering body's resources permit, the development as appropriate, of the park for the purposes for which it is classified and shall incorporate and ensure compliance with the principles set out in section 17 of this Act for a recreation reserve¹

Under section 41 of the Reserves Act every recreation reserve shall have an operative management plan. The purpose of a management plan is to ensure that the development and implementation of objectives and policies for reserves enhances the long-term use of reserves without compromising their existing use. A management plan is a document that consists of some reserve history and current information with a list of management statements to guide consistent decision-making regarding the future development, and management of a reserve.

In addition, the plan shall be continuously reviewed so that the plan is adapted to changing circumstances or in accordance with increased knowledge.

The purpose of this management plan is to provide Central Otago District Council with an effective guide for managing the Cromwell Racecourse Recreation Reserve.

6 Background

In 2000 Council adopted the Cromwell Racecourse Reserve Management Plan 2000. This was the first Reserve Management Plan for the Cromwell Racecourse Reserve. It is overdue for replacement as time has moved on during the intervening years making this old plan not as relevant as it was initially.

New demands both now and into the future by the Community for this reserve have resulted in this new Reserve Management Plan being developed.

Council has had a hands-off approach to management of the reserve instead leasing the operational responsibility to the Central Lakes Equestrian Club. This Club have been

¹ section 41 (3) Reserve Act 1977

passionate in developing the reserve and activities within the site. They continue to undertake this work on a voluntary basis.

This new plan like the old plan also encourages and facilitate the use of the reserve for recreation and sporting purposes (particularly horse racing) and for the welfare and enjoyment of the public.

With the current growth in Cromwell's population and expected increase in that growth, providing increased recreational facilities are required.

The Reserves Management Plan outlines how that could be accommodated within the Racecourse Reserve and timing of that is dependent to a certain extent on whether the Anderson Park Rugby grounds are retained as they are or that site is reconfigured.

While not part of this Reserve Management Plan as such, Appendices 1- 4 at the back of the Plan have been included so that the community can also provide feedback on those proposals.

7 Reserve description

The Cromwell Racecourse Reserve is just over 91 hectares of land located just outside of Cromwell on the Kawarau Gorge Road (Stage Highway 6). It contains a Racecourse and is predominantly used for equestrian-related activities.

A general view of the Cromwell Racecourse Recreation Reserve illustrates the open nature of the site.



Figure 3: General view of the Cromwell Racecourse Recreation Reserve, located on State Highway 6 near Cromwell (Source: CODC).

Central Otago District Council is the administering body for the Cromwell Racecourse Reserve in terms of Section 40 of the Reserves Act.

7.2 History

The Cromwell Racecourse Recreation Reserve has a long history of use for racing and equestrian activities, with racing first recorded on the site in 1862. Early meetings were held by local clubs, and the reserve's history is closely associated with the Cromwell Jockey Club, which operated from 1876 until 1999.

Under the Public Reserves Act 1854, the Crown initially granted the land, now comprising the racecourse and adjacent aerodrome reserve, to the Superintendent of Otago in trust as a racecourse for the inhabitants of Cromwell.

In 1876, the Cromwell Racecourse Reserve Act was enacted. This legislation vested the land in a Board of Trustees and established provisions for its administration as a public racecourse and for other related purposes. The Act authorised the Board to set apart land for racecourse use, lease land not required for racing and apply proceeds toward improvements. The Board was required to maintain financial records and prepare annual accounts.

In 1941, a Gazette notice revoked the vesting of the reserve in the Trustees. The land was instead vested in the Cromwell Borough Council in trust for a racecourse or any other purpose in connection with it, while remaining subject to the provisions of the 1876 Act.

Since 1941, the land has been vested in the name of Council or its predecessor entities. Although the land continues to be described as “subject to the Cromwell Racecourse Reserve Act 1876”, the Act is considered to have limited relevance following the revocation of the original vesting in 1941. It is likely that the revocation was either initiated by the Trustees or occurred because the Trustees had ceased to function, and the dissolution was carried out by the Governor under section 12 of the Act.

The land is now subject to the Reserves Act 1977. All planning and management responsibilities are required to comply with this legislation.

Between 1953 and 1974, part of the land was used as an aerodrome. In 1974, that portion of the reserve, now legally described as Section 91, was reclassified as a reserve for aerodrome purposes under section 4 of the Reserves and Other Lands Disposal Act 1974.

7.3 Leases and other occupations

The Cromwell Racecourse Recreation Reserve is currently subject to a single lease agreement, which is summarised in the table below.

Table 1: Leases in place for Cromwell Racecourse Reserve

Plan key	Organisation	Purpose	Details	Expiry Date
1	Central Lakes Equestrian Club Inc.	Sports Club	Deed of Lease commenced in 2007	30/06/2042

The lease commenced on 1 July 2007 and applies to “all that parcel of land containing 91.34 hectares, being Lot 1 Deposited Plan 301554, as comprised in Computer Freehold Register Identifier 6476, together with all improvements situated thereon as per attached list.” The lease term is seven years, with three rights of renewal of seven years each. The final expiry date is 30 June 2042. Rent reviews are conducted every five years, and the annual rent is one dollar.

Land Status – District Plan provision

The Cromwell Racecourse Recreation Reserve is Crown-derived land held under the Reserves Act 1977. The Central Otago District Council is the administering body for the Reserve under section 40 of the Act.

Order in Council 5121 (cancelled of the vesting of the Cromwell Racecourse Reserve in the Corporation of the Trustees of the Cromwell Racecourse) and Order in Council 5122 records

that “in exercise of the powers and authorities conferred upon him (the Governor-General) by section 9 of the Public Reserves, Domains and National Parks Act 1928 doth hereby declare” that from 28 August 1941 the Cromwell Racecourse Reserve shall become vested in the Borough Council.

The land was vested in Council by Gazette notice in August 1941 and is legally described as Section 17, Block III, Cromwell Survey District. The land has been classified as a Racecourse Reserved by the Otago Gazette (1874, page 361, Order In Council 5122), and further surveyed as Lot 1 Deposited Plan 301554. It is subject to both the Reserves Act 1977 and the Cromwell Racecourse Reserve Act 1876.

In 2009, the boundary between the Racecourse Reserve and the adjacent Aerodrome Reserve was adjusted to better provide for existing and future aerodrome-related infrastructure. As a result, the current area of the Racecourse Reserve is 91.4629 hectares.

Under section 54(1A) of the Reserves Act 1977, Council is authorised to issue leases for activities consistent with the Cromwell Racecourse Reserve Management Plan without reference to the Minister of Conservation or additional consultation.

In the Central Otago District Plan, the Reserve is designated as Designation 81 for ‘Recreation Purposes’. This designation recognises the long-standing and ongoing recreational use of the site and allows for a range of compatible development activities.

Further information on land status is summarised in the table below.

Table 2: Land status information

Plan key	Legal description	Land status and classification	CODC Designations, leases, other restrictions	Scheduled activity	Area (hectares)
A	Lot 1 Deposited Plan 301554	Racecourse Reserve, Crown-derived	D81 ‘Recreation Purposes’ ²		91.4629 hectares

7.4 Location and context

The Cromwell Racecourse Recreation Reserve is located on Ripponvale Road, approximately 2 km northwest of Cromwell town centre. The Reserve is situated within the Cromwell Ward of the Central Otago District.

The Reserve is zoned ‘Rural Resource Area’ under the Central Otago District Plan. It is bordered by a mix of rural and recreational land uses. To the east and south, the Reserve adjoins the Cromwell Aerodrome, which creates a fixed boundary and introduces some

² Designation shown on Maps 13 and 44.

operational constraints due to aviation activity. To the west and north, the Reserve is bordered by rural landholdings, including orchards and lifestyle blocks.

The surrounding area includes land used for viticulture, horticulture, and grazing, reflecting the broader land use patterns of the Cromwell Basin. The Reserve itself is generally flat and open, with a limited number of established trees and shelterbelts along some internal and boundary areas.

The location, scale, and surrounding land use context position the Reserve as a potential site for a broader range of recreation and community activities, particularly in response to population growth in Cromwell and the wider region.

An aerial photo of the Cromwell Racecourse Recreation Reserve (outlined in red) is included in the figure below.



Figure 4: Aerial photo of the Cromwell Racecourse Reserve, outlined in red (Source CODC GIS Maps).

The location of the Cromwell Racecourse Recreation Reserve in relation to Cromwell township and other nearby reserves is shown in the image below. This illustrates the Reserve's proximity to residential areas and its accessibility by foot and vehicle.



Figure 5: Cromwell Racecourse Recreation Reserve in context with Cromwell township and surrounding open spaces, showing approximate walking distances to other nearby reserves.

7.5 Adjacent land use

The Cromwell Aerodrome borders the Racecourse Reserve to the east and south. This adjacency creates a fixed boundary for development and introduces minor reverse sensitivity considerations, particularly in relation to noise and height restrictions associated with aviation activity.

7.2 Features

The Cromwell Racecourse Reserve has been used primarily for racecourse and related equestrian purposes since 1862. It has also been used for community fetes, equestrian activities, motorhome rallies, army training and other community recreational activities.

The reserve has undergone several upgrades over the years, including the upgrading of the racetrack and associated buildings, such as the stables, office and toilets.

An example of current activity on the site is shown in the image below.



Figure 6: Harness racing at the Cromwell Racecourse Reserve, which has supported equestrian activity since the 1860s (Source: Otago Dailey Times).

7.6 Access

7.6.1 Vehicular access

The main entry to Cromwell Racecourse Reserve is off Ripponvale Road in Cromwell. There is a secondary entrance off Ord Road. The reserve is adjacent to Kawarau Gorge Rd (SH 6) but there is no access from the State Highway.

7.6.2 Pedestrian and cycle access

There is no formal access for walkers or cyclists at the entrance.

7.7 Parking

There is no formal parking infrastructure within the Reserve. Users typically park on grassed areas, which are generally adequate under dry conditions. Parking is unallocated and informal, and larger events may require temporary arrangements to manage increased demand.

7.8 Services and Infrastructure

Recent upgrades have connected the Reserve to mains potable water, wastewater, and power services. These improvements support more intensive future use of the site. In addition, groundwater bores are available to provide water for wider irrigation of the reserve.

7.9 Vegetation and shelter

Tree canopy cover across the Reserve is limited, providing minimal shade or shelter. This reduces user comfort during warmer months and limits opportunities for habitat enhancement. Strategic planting has been identified as a future improvement priority.

8 Reserve Users

The Cromwell Racecourse Recreation Reserve is a multi-use site with a primary focus on equestrian activity. The Reserve is regularly used by both local and regional groups for training, competition, grazing, and occasional event use.

1.2 Equestrian Users

Equestrian activity is the predominant use of the Reserve. The site includes facilities such as a grassed racetrack, equestrian arena, stables, and yards. The following organisations are known to use the Reserve for various equestrian-related activities:

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

Use by these groups includes pony club rallies, showjumping, dressage, training sessions, and race meetings.

1.3 Grazing

Grazing is an established secondary use of the Reserve. It is primarily undertaken by a group of informal users referred to as the "Racecourse Reserve Grazers." Grazing assists with vegetation management and contributes to the operating costs of the Reserve. The current management arrangement allows for this use under defined conditions.

1.4 Event Use

The Cromwell Racecourse Recreation Reserve is occasionally used to host local events that benefit from its large open space, central location, and flexibility of use. These have included equestrian competitions, community gatherings, and informal recreational events. While events are not currently a major or frequent use of the reserve, the site has potential to accommodate a wider range of event types due to its size, access, and proximity to Cromwell township.

At present, events are typically managed on a case-by-case basis, often through coordination with the Central Lakes Equestrian Club as the primary leaseholder. Infrastructure to support events, such as power, toilets, and parking, is limited, which constrains the scale and type of events that can be held. However, there is community interest in expanding event use of the site over time, particularly if future development improves supporting facilities.

The draft Management Plan recognises this potential and seeks to balance event use with the protection of the reserve's primary functions and environmental values.



Figure 7 Cromwell Festive Fête held at the Cromwell Racecourse Recreation Reserve, showcasing community use of the open space (Source: Eventfinder).

1.5 Management and Priorities

The Central Lakes Equestrian Club prepared a Business Plan (2020–2030) outlining priorities for ongoing Reserve management. Key points identified in the plan include:

- A 156-year history of equestrian use on the site
- Regional-level use for district events
- Coordination between multiple user groups
- The need for additional water for irrigation
- Infrastructure improvement priorities including:
 - Upgraded toilet facilities
 - Shade tree planting
 - Reinstatement of an all-weather arena surface
 - Future provision of a multi-purpose covered arena

These considerations have been used to inform the draft Management Plan and provide context for future development planning.

2 Existing Land use and Spatial layout

1.2.1 Land Use and Spatial Layout

Existing land use within the Reserve has developed over time without formal spatial planning. User groups have informally established their own areas, resulting in an arrangement that supports diverse activity but may not be the most efficient use of space. Future planning provides an opportunity to improve spatial organisation and accommodate a broader range of users.

Cromwell Racecourse Recreation Reserve – Existing Features Map

- Legend
- State Highway
 - Primary Vehicular Access
 - Secondary Vehicular Access
 - Internal Site Access
 - ① Heavy Vehicle + Trailer Entrance
 - ② Main Entrance
 - ③ Future Residential Developments
 - ④ Existing Dam + Pond
 - ⑤ Decommissioned Damn (potential future use)
 - ⑥ Irrigated Racecourse
 - ⑦ Service Corridor (potable water, sewer, power)
 - ⑧ Racecourse Facility Building
 - ⑨ Racecourse Administration Building
 - ⑩ Bathroom Facility



2 Existing Built Facilities

The Reserve contains several built structures that support current recreational and equestrian use. These include stables, storage sheds, equestrian yards, and the Central Lakes Equestrian Club administration building, which was recently redeveloped and is currently in active use. While the existing facilities generally meet the needs of current users, future development of the Reserve may require additional built infrastructure to support a broader range of activities and increased user demand.

2.2 Racetrack

The Reserve contains a well-developed and well-maintained grassed racetrack that is currently in excellent condition. The track supports both harness and thoroughbred racing and is a key feature of the site's ongoing equestrian use. There are approximately 12 race days held at the Reserve each year, coordinated by local and regional racing clubs.

2.3 Pony paddocks

The Reserve includes multiple areas of fenced pony paddocks, which are used to support equestrian activity and generate income through local hire arrangements.

Fourteen paddocks were established along the western boundary of the Reserve, with access from Ord Road. These paddocks range in size from approximately 4,140 square metres to 5,205 square metres and are leased to Cromwell residents for private horse grazing. These paddocks are not irrigated.

An additional twelve paddocks were developed by the Central Lakes Equestrian Club and are located adjacent to the east–west runway of the adjoining aerodrome land. These paddocks range in size from approximately 3,200 square metres to 3,600 square metres.

Twelve larger paddocks, established in the 1990s, also remain on site. These are typically used to accommodate larger groups of horses or can be temporarily subdivided as required.



2.4 Horse pens tie-up stalls

A designated area within the Reserve is used for the temporary accommodation of horses during race meetings and other large equestrian events. This area is located within the square shelterbelt to the southwest of the main building complex.

The area contains two buildings used as tie-up stalls. One is a tilt-slab structure that can accommodate up to 14 horses, and the other is a concrete block building with capacity for 20 horses. In addition to these buildings, there are two horse wash-down stalls and a number of open pens.

Adjacent to the tie-up stalls is a large open area used for temporary accommodation during events. This includes 80 pens measuring 2 metres by 2 metres. Behind this area are 24 larger pens, each measuring 18 metres by 18 metres, which can be divided into smaller enclosures if required. A further 20 pens, each 6 metres by 6 metres in size, are located in the southeast corner of the area.



2.5 Horse stalls and stables

There are three buildings that are believed to have been built in the 1930's which are used as horse stalls/boxes/stables. The Club consider these facilities to be dated and not user-friendly and wish to replace them in the future. A total of 46 stalls are provided between these three buildings.



2.6 Pony Club Arena

The Reserve includes a fenced arena used by the Cromwell Pony Club. It is located to the south of the horse pens and tie-up stalls. The arena is used for training, rallies, and other Pony Club activities. It is maintained by the club and is part of the broader equestrian area within the Reserve.

2.7 Pony Club Cross-country Course

The Reserve includes a cross-country course used by the Cromwell Pony Club. The course begins adjacent to the existing Pony Club arena and extends northward across paddocks towards Ripponvale Road, looping back to the starting point. It features a variety of jump types, including a water jump.

The course has been expanded in recent years to support a greater range of training needs. It is now able to accommodate multiple track configurations across four different difficulty levels. In future years the course may need to be realigned to allow for additional sports fields.



2.8 Large event marquee area

North of the cross-country course are two small buildings: one is the former entranceway and gates, and the other is a relocated tote building, commonly referred to as the “garage” building. Adjacent to these structures is a flat grassed area that is used for erecting large marquees during events.

2.9 Caretaker’s shed

A caretaker’s shed is located to the south of the horse stalls. This structure was built in 2004 and supports the day-to-day maintenance of the Reserve.

2.10 Administration Building

The Central Lakes Equestrian Club administration building is located near the main entrance and was constructed in 2006–2007 to replace the previous administration facility. The building has a total floor area of 423 square metres and contains meeting space, office areas, storage, and support facilities.

A photo of the Administration Building is included in the figure below:



Figure 8: Administration Building (Source: Cromwell Equestrian Club).

2.11 Cromwell Riding Club – all weather arena

An all-weather arena owned by the Cromwell Riding Club is located on the south side of the finish line, within the interior of the racetrack. The arena was constructed around 2006 and is a fenced square area measuring approximately 100 metres by 100 metres. The current intention is to revert this area to grass in the future.

3 Future Development

In May 2022, Council undertook an assessment of the current and future demand for sports fields in Cromwell³. The aim of the study was to increase understanding of the sporting and recreational needs for the Cromwell community, how they can interact, and what opportunities there may be for the future.

The study established that the Central Otago district is predicted to grow in the next 20 years, which is important because population growth is a key driver of increased demand for sports fields and turf.

Central Otago's population is projected to be 31,183 by 2040, which is an increase of 26.5% on the 2022 estimate. The population of Cromwell Town catchment area population is estimated to be 7,300 by 2030, which is an increase of 10.1% from the 2022 population estimate level. These total population projections are set out below:

³ Cromwell Reserves Supply and Demand Assessment Report, December 2022

Table 3: Total Population Projections from 2022-2040 for Central Otago District and Cromwell

Population	2022	2030	2040
Central Otago District	24,449	27,762	31,183
Cromwell Town	6,630	7,300	8,018

As part of this work, Council also engaged with a range of local sport and recreation clubs and organisations. This included a survey of field sports in May 2022, engagement with Racecourse Reserve users in August 2022, and consultation meetings held in October 2022.

Building on this research and consultation, Council identified a number of potential options to meet the short-, medium-, and long-term recreation needs of the Cromwell community and wider region. The Cromwell Racecourse Reserve was identified as a strong candidate for the development of a regional hub for sports fields, due to its size and central location.

In 2024, Council commissioned a detailed Recreation Plan for the reserve. The purpose of the plan was to assess the spatial capacity of the site, identify potential layouts for additional sports and recreation infrastructure, and explore how the site could evolve to meet future demand. The Recreation Plan provides the foundation for both the existing and proposed layout maps included in this Reserve Management Plan.

This work also aligns with the direction set out in the Queenstown Lakes–Central Otago Sub-Regional Sports and Recreation Facility Strategy (2020), which promotes collaboration across the region and supports the development of well-located, multi-use facilities.

The proposed development of the Reserve builds on the spatial analysis and recommendations of the Recreation Plan. This section outlines future layout options that respond to community needs and optimise the use of space within the reserve. Two staged concepts are presented: a medium-term option and a long-term option. These show how the Reserve could evolve over time to accommodate increased demand for sports fields, improved amenity, and a wider range of recreation opportunities. The options aim to balance future growth with the reserve's existing character, environmental values, and operational needs.

Cromwell Racecourse Recreation Reserve – Proposed Medium-Term (2030) Layout Map

In the long term 8 fields are provided on the northern end of the Racecourse Reserve.

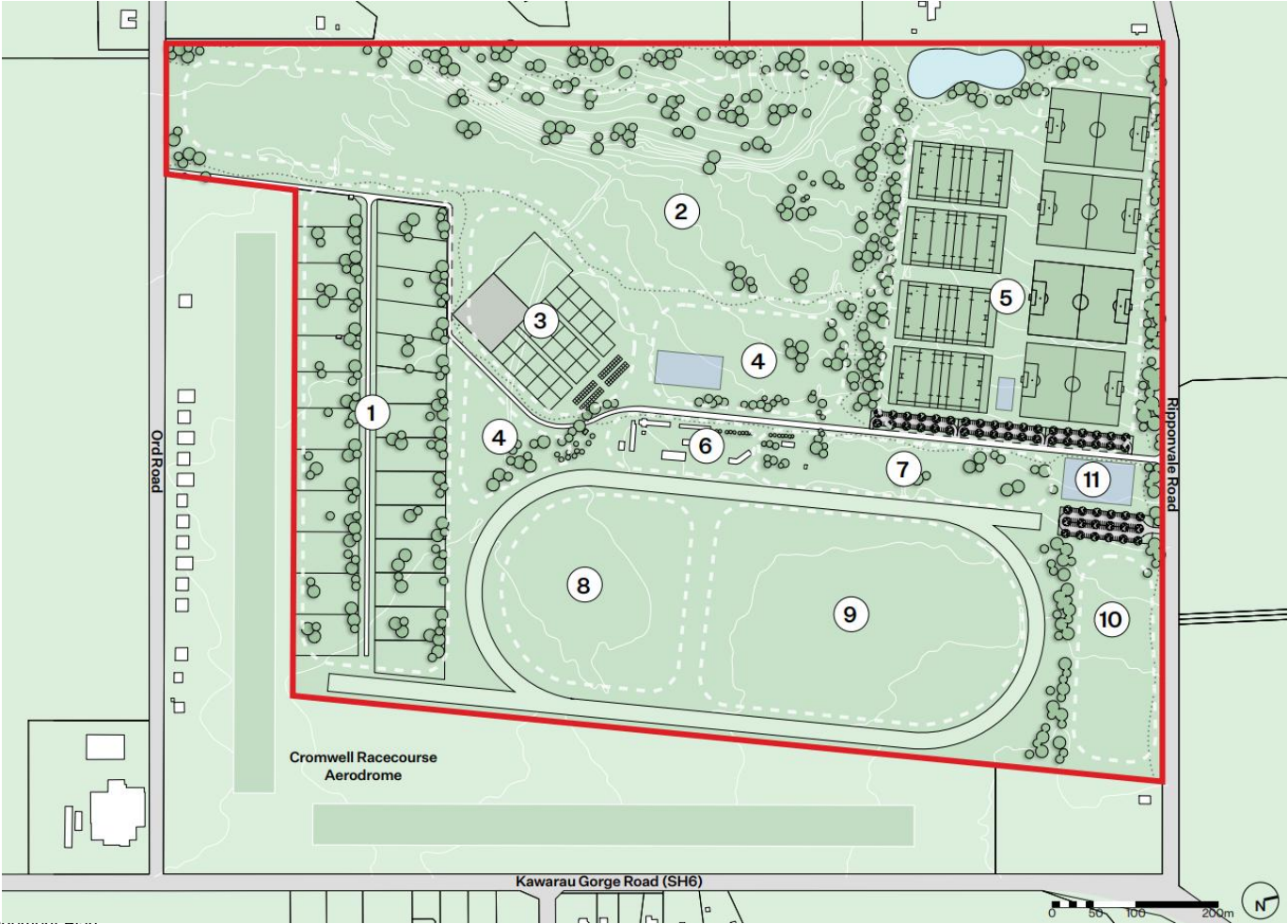
- Legend
- ① Leased Horse Grazing Paddocks
 - ② Cross Country / Pony Club
 - ③ Equestrian Arenas / Stalls
 - ④ Multi-use Space
 - ⑤ Sports Fields/Facilities
 - ⑥ Equestrian Administration
 - ⑦ Racing Event Space
 - ⑧ Equestrian Event Space
 - ⑨ Community Event Space
 - ⑩ Event Parking / Community Event Space
 - ⑪ Potential indoor sports courts and parking



Cromwell Racecourse Recreation Reserve – Proposed Long-Term (2045) Layout Map

In the long term 8 fields are provided on the northern end of the Racecourse Reserve.

- Legend
- ① Leased Horse Grazing Paddocks
 - ② Cross Country / Pony Club
 - ③ Equestrian Arenas / Stalls
 - ④ Multi-use Space
 - ⑤ Sports Fields/Facilities
 - ⑥ Equestrian Administration
 - ⑦ Racing Event Space
 - ⑧ Equestrian Event Space
 - ⑨ Community Event Space
 - ⑩ Event Parking / Community Event Space
 - ⑪ Potential indoor sports courts and parking



Cromwell Racecourse Reserve Management Plan

3.2 Reserve Management and Governance

The Cromwell Racecourse Recreation Reserve is currently managed under a lease agreement with the Central Lakes Equestrian Club Committee Incorporated. As future development introduces a broader range of recreation uses and community access, the management model may need to evolve.

If the reserve is to be developed as a regional sports and recreation hub, Council will need to review the governance and operational arrangements to ensure they support fair and effective access, collaboration between user groups, and alignment with Council's wider recreation objectives. Future management options may include shared-use agreements, new governance structures, or direct Council oversight, depending on the outcomes of further planning and engagement.

3.2.1 Racecourse Reserve Act 1876

The Cromwell Racecourse Recreation Reserve is subject to the Racecourse Reserve Act 1876. This Act is now considered outdated and no longer fit for purpose in the context of modern land management and recreation planning. Council will investigate the process required to repeal the Act, with the aim of aligning the reserve's legal status with its intended long-term use as a multi-purpose community recreation space.

It should be noted that all reserves which immediately before the commencement of the Reserves Act 1977 that were set apart as racecourse reserves or for racecourse purposes under the Reserves and Domains Act 1953 shall, after the commencement of this Act, and without further notice or gazetting, be held and administered as recreational reserves under section 17, subject to sections 65 to 70 of the Act.

Accordingly, the Cromwell Racecourse Reserve is classified as a recreation reserve for a site for a racecourse under the Reserves Act 1977.

Sections 65 to 70 of the Reserves Act 1977 provide specifically for recreation reserves set apart for racecourse purposes.

3.3 Events Use of the Reserve

The Cromwell Racecourse Recreation Reserve has potential to accommodate a range of community and sporting events due to its size, central location, and existing open space. Under the proposed future development options, the reserve will remain available for appropriately scaled events that align with its recreational purpose. Events that are compatible with the reserve's layout and facilities, and that do not cause long-term damage or significantly restrict public access, will be encouraged. As the site evolves into a more multi-purpose recreation hub, Council will develop clear guidelines for the assessment and approval of events to ensure they support community wellbeing, protect the reserve's values, and are managed safely and sustainably.

3.4 Irrigation

The Ripponvale irrigation scheme provides a limited amount of irrigation water. In recent years 2 artesian bores have been drilled to improve irrigation on the site. Only one of these bores has been fully activated.

3.5 Building upgrades and improvements

Several building upgrades and new facilities are proposed to support the future use of the Cromwell Racecourse Recreation Reserve as a regional hub for sport and recreation.

These proposed buildings will enhance the functionality of the reserve and ensure that future development is supported by adequate infrastructure.

A broad description of the building envisaged are outlined above in the medium and long term layout maps.

3.6 Racecourse facilities

The Cromwell Racecourse Recreation Reserve has a long-standing association with equestrian activity, including use for training, casual riding, and race days. The site includes a grassed racetrack, stables, and supporting infrastructure that is primarily used by the Central Lakes Equestrian Club and other affiliated groups.

As future development of the reserve introduces a broader range of recreational uses, existing racecourse facilities will be retained and enhanced where appropriate to support continued equestrian access. This includes maintaining the grass track, upgrading or relocating stables as needed, and ensuring adequate space for float parking, horse yards, and warm-up areas.

Future planning will balance the need to protect equestrian use with the growing demand for other sports and community activities. Council will work with the Central Lakes Equestrian Club and other users to ensure that racecourse facilities are integrated into the wider reserve layout, and that any changes are coordinated to avoid conflict between user groups.

3.7 Parking

As part of the proposed future development, additional parking areas are planned to accommodate increased use of the reserve, including organised sport, community events, and casual recreation. The Recreation Plan identified several locations for expanded car parking that minimise impact on open space and existing vegetation while improving access to key activity areas.

Parking areas will be designed to support flexible use, including the ability to accommodate overflow parking during peak times or large events. Where possible, grassed or permeable surfaces may be used to reduce environmental impacts. Consideration will also be given to safe pedestrian access from parking areas to key facilities, as well as the provision of accessible parking spaces and areas for bus or trailer parking to support group use and equestrian activities.

Parking provision will be staged in alignment with future development, ensuring that capacity grows with demand.

3.8 Landscape Planting

Future development of the Cromwell Racecourse Recreation Reserve will include landscape planting to enhance amenity, support biodiversity, and provide shelter and shade for reserve users. Planting will be focused around key pedestrian routes, gathering areas, car parks to help define spaces and improve user comfort, particularly during summer.

4 Vision and outcomes

Cromwell Racecourse Reserve is managed and developed to ensure the recreational use, enjoyment, and protection of the reserve for the public of Cromwell and the wider Central Otago community.

	OUTCOMES
1	Cromwell Racecourse Reserve is preserved in perpetuity for the welfare and enjoyment of the general public.
2	Development of the reserve acknowledges its use as a recreation hub (including racing) while also providing for the needs of the local community and having due regard to the public's use and access to the publicly accessible areas of the reserve.
3	Recognition that recreational activities (including play), sporting organisations, and the racetrack provide a significant role in facilitating recreational and sporting uses of the reserve.
4	The reserve's development has regard for the views of present users as well as consideration of accommodating future trends and emerging activities.

5 Objectives and policies

5.2 Sporting use

Cromwell Racecourse may be used from time to time for sporting events and for annual summer concerts, various vehicle events such as car and tractor events, campervan rallies.

The Council will preserve in perpetuity Cromwell Racecourse as a recreational area for the enjoyment of the people and visitors to Cromwell. Encourage and facilitate the use of the reserves for active and passive recreational pursuits. Manage and maintain the reserves as significant and important open space in the Cromwell township. Provide for other public use and events to the extent that the above objectives are not compromised.

There is considerable demand for additional playing fields in Cromwell. Cromwell Racecourse provides an opportunity to cater for some of this demand. The establishment of full-size sports fields will enable tournament and recreational football and Rugby. It will also provide sufficient space for a variety of casual play and recreational opportunities.

	POLICIES
1	Minimise the impact of organised sports and events on playing surfaces by defining and enforcing maintenance requirements and recovery periods.
2	Permit the establishment of toilet and changing facilities at Cromwell Racecourse as demand arises.
3	Permit the establishment of an indoor recreation facility at Cromwell Racecourse as demand arises.
4	Permit the establishment of an indoor horse arena facility at Cromwell Racecourse as demand arises.

5.3 Occupation agreements

The term occupation agreement refers to any lease, licence, easement (including right-of-way and telecommunication agreement), exchange of letter, or other agreement reached between Council and a person, organisation, or company that is occupying part of Cromwell Racecourse Reserve (including below ground utilities). Further details of these different agreements and policies follow.

Council requires that leases are granted, both to satisfy statutory requirements and to clarify the responsibilities of Council and clubs, including for existing occupations. The Reserves Act 1977 details the requirements and processes for any occupation or agreement on reserve land.

Any structures associated with occupation agreements including signs will require approval from Council as the landowner and may require building consent or other approvals.

	OBJECTIVES
1	To confirm the occupation of Cromwell Racecourse Reserve for approved uses and facilities by the granting of occupation agreements where required.
2	To ensure adequate compensation to remedy or mitigate the adverse effects of all utility, stormwater discharge, drainage rights, and underground facilities on the reserve.
3	To consider the use of Cromwell Racecourse Reserve for network utilities where utilities do not detract from the purposes of the reserve and no costs for these utilities are accrued to Council.
4	To require compensation for all temporary or permanent effects on reserve values caused by right of ways, easements, access ways, leases, licences, or network utilities.
5	To limit timeframes for easements and rights-of-way agreements (e.g., linked to the life of the building or activity). Applications will be assessed on an individual basis, with an intention that the reserve values will be reinstated at the completion of the agreement period.

	POLICIES
1	Applications for leases, licences and other occupations may be allowed if there are no adverse effects on reserve values.
2	Applications for licences will need to be made in writing.
3	All legal costs and agreement costs, as well as the costs of any formation and maintenance to Council's satisfaction shall be borne by the grantee.

5.4 Leases

Management requirements for recreation reserves under the Reserves Act 1977 emphasise the retention of open space and accountability to the public of reserve management. On

recreation reserves, leases must be drawn up subject to the relevant provisions of the Reserves Act 1977.

Council uses the provisions contained in the Reserves Act 1977 as a guide when leasing land subject to the Reserves Act 1977 to ensure consistency among the various tenancies. Leases will be subject to Council's Leasing and Licensing Policy and standard lease conditions so that leases are consistent and easier to manage.

The leasing of public land restricts the type of activities that can be undertaken and usually limits use of the land by the general public.

	POLICIES
1	Any exclusive use of Cromwell Racecourse Reserve, including buildings, will be subject to a lease.
2	<p>New Leases</p> <p>Land may be leased to groups and organisations for the following purposes:</p> <ul style="list-style-type: none"> • Sports facilities and associated buildings at the groups or organisation's expense. • The construction of buildings and other structures that increase or improve the use of the reserve for recreation or camping at the groups or organisation's expense. <p>Provided that:</p> <ul style="list-style-type: none"> • The sportsground area is not leased so it can provide for the recreation needs of the general public, groups or organisations. • The land is used for recreational activities that increase or improve the use of the Cromwell Racecourse Reserve. • The proposed activities cannot satisfactorily take place in existing facilities, or in the locality.
3	<p>Existing Leases</p> <p>Any opportunities shall be taken to renegotiate existing leases in cases where they do not comply with the policies of the Management Plan or, in the case of land that is subject to the Reserves Act 1977, with the requirements of the Act.</p>
4	Leases shall incorporate the appropriate provisions of the Reserves Act 1977, except where Council's tenure of the land requires otherwise, and shall incorporate where necessary, the policies detailed in this management plan document and other Council documents.

5	Any new or renegotiated lease shall include: <ul style="list-style-type: none"> • A clause requiring that all details of financial income and expenditure be made available on request to Council. • A clause requiring that there will be no subletting of the leased land or of the building erected thereon without the prior approval of Council.
6	Vehicle parking requirements of a potential lessee should be considered. Policy 8.5 - Vehicle Parking and Access applies.
7	The notification of proposed leases in this management plan shall serve as public notice for the purposes of the Reserves Act 1977.
8	All outgoing costs associated with leases and other agreements are the responsibility of the lessee or holder of the agreement.
9	Rents and rates as per Council policy will be payable on all leases, except where Council has resolved that no or reduced rental is required. Rents for approved users (e.g., voluntary recreation facilities, approved community users) will be set at an agreed level. Other rents (e.g., commercial use, residential tenancies) will be based on 'market' levels.

5.5 Licences

Licence to occupy grants the non-exclusive right to use a Reserve for a specific purpose.

Tenancies over Reserve land are subject to the provisions of the Reserves Act 1977. The Reserves Act 1977 permits the granting of licences for communication stations and any works connected with the station.

	POLICIES
1	Licences may be allowed over the sports field area provided that there are no adverse effects on the reserve's values.
2	Applications for licences will need to be made in writing.

3	Licences will include provision for public access where this is appropriate and desirable.
4	A rental fee may be charged for all licences based on tenders received. Council may charge a rental other than a market rental for approved recreational or management purposes.
5	It shall be a condition of all licences negotiated that Council may, before expiry, cancel all or part of the tenancy at one month's notice, should the land be required for recreational use or if the licensee fails to meet the conditions of the licence.
6	It shall be a condition of all licences negotiated that Council may, before expiry, cancel all or part of the tenancy at one month's notice, should the land be required for recreational use or if the licensee fails to meet the conditions of the licence.
7	It shall be a condition of every licence that Council will not compensate occupiers for improvements upon termination of the agreement.
8	Licences may be granted for communication stations and any works connected with the station, in accordance with the Reserves Act 1977 where adverse effects are mitigated.

5.6 Easements including for underground services

An easement lawfully grants the rights for one party to use another person's land for a specified purpose, in this case the use of Cromwell Racecourse Reserve for access or utility facilities.

Easements granted will generally have limited timeframes (e.g., linked to the life of the building or an activity) and an annual fee for rental may be required. Conditions regarding reinstatement of the site at the completion of the agreement period should also be included with any permission granted. By not granting easements in perpetuity, and requiring reinstatement of the site, the values of the reserve will be re-established.

Easements for private underground or overground facilities can affect future development and will only be considered by Council where no other options are available, and establishment costs and rental may be charged after a market valuation.

Where easements are approved, easement owners are responsible for maintaining utility facilities (stormwater/wastewater/sewerage/water and gas pipes/electrical/telecommunication

cables) connecting between their property and the main network operator's facilities including reinstatement of reserve land following work being carried out on facilities.

It is important for Council to know the location and ownership of private utility facilities crossing Cromwell Racecourse Reserve so that their location can be taken into consideration when development enhancement or maintenance work is being planned or carried out on the reserve and for payment to be made for the use of this land. As-built plans will generally be a requirement of an easement agreement.

	POLICIES
1	Applications for pipes, cabling, discharge, or drainage rights including applications for Council infrastructure must be made in writing and contain the following information: <ul style="list-style-type: none"> • A statement of alternative pipe location or discharge options and their costs; • Discussion on why these alternative options cannot be used; • Evidence that the pipes or discharge will not detract from the purpose of the reserve; and • A diagram of the proposed works and a survey.
2	An easement or formal agreement will be required for every pipe, cable, or discharge on Cromwell Racecourse Reserve.
3	All legal costs and the costs of formation and maintenance to Council's satisfaction shall be borne by the grantee.
4	Payment for the benefit of a pipe, cable or drainage easement shall generally be made at market valuation.
5	Council will require those holding easements for services crossing Cromwell Racecourse Reserve to meet the costs of maintaining the pipes or cables.
6	When services and utilities are no longer required, the service / utility owner shall remove them from the site and reinstate the reserve to Council's satisfaction. If this is not completed to Council's satisfaction, any costs will be recovered from the services/utility owner.
7	No private access easements will be granted across any land covered by this management plan.

5.7 Events

Events and temporary commercial activities may be beneficial to the community and are by nature of short duration. Events can greatly improve the use and enjoyment of the reserve by the community and visitors to Cromwell. By necessity many sporting events, recreation activities and other events are becoming more commercialised. Issues of ticketing, security and signage all arise and need to be managed to ensure the sustainability of the events while protecting the values associated with the reserve. Council approval is required for all events. Approval is at the discretion of the Council.

Implementation Maintain a permit and approvals system for event bookings that ensures close liaison.

Improve event infrastructure, such as permanent water, sewer and three-phase power supplies to minimise disturbance to the grounds and reduce set up and break down times for events, as resources permit.

	POLICIES
1	Permit the use of the Cromwell Racecourse for sporting, community, cultural and recreational events (both ticketed and non-ticketed) approved by Council.
2	Ensure that events do not compromise the primary function of the reserve and that events have contingency plans to relocate should ground conditions not be suitable.
3	<p>Ensure ticketed or exclusive events/functions do not occupy the reserve or any part of the reserve for more than six consecutive days or a total of 40 days in any one calendar year unless provided for by way of lease or license as approved by the Council.</p> <p>No single event shall use the park for more than one period of six consecutive days within a month.</p>
4	Prohibit the use of glass on areas of the reserve laid out for sporting activities.
5	Permit the operation of a regular food, produce and markets on the Cromwell Racecourse Reserve.

5.8 Access and use of the Reserve

The reserve is used as a racecourse reserve with a racetrack. It is also a public recreation reserve, and it is important that it is accessible for the general public to use whenever possible, but it is also recognised that the priority users of the reserve are those mentioned above.

	OBJECTIVES
1	To restrict public access on the reserve where access would be detrimental to other reserve users, or where facilities might be at risk of damage.

	POLICIES
1	<p>The extent to which Cromwell Racecourse Reserve may be used by the public for recreation shall be determined according to the following categories:</p> <ul style="list-style-type: none"> Public will not be allowed access to exclusive use areas covered by an occupation agreement, which includes the racetrack, unless the occupation agreement states otherwise. Public will have access to all other areas which are not in use for racing, or other activities.

5.9 Temporary use

Use of Cromwell Racecourse Reserve for an organised event requires prior approval from Council, usually allocated through Council's reserves booking system via Council website. Before any booking is confirmed Council will liaise with the Central Lakes Equestrian Club.

While events can enhance the public use and enjoyment of Cromwell Racecourse Reserve and contribute to the diversity and vibrancy of the community, large numbers of people and activities can adversely affect the reserve and neighbours. Council retains full discretion over the number and nature of any organised event on reserve land or in a Council owned or operated building or facility.

	OBJECTIVES
1	To manage the use of Cromwell Racecourse Reserve for events and temporary use so that it is consistent with the values of the reserve.

	POLICIES
1	Events, social activities, functions, and exhibitions may be allowed on parts of the Cromwell Racecourse Reserve, where the adverse effects on other users or lessees, the reserve and reserve neighbours of such activities are minimised, and the proposal meets statutory and policy obligations.
2	Applications must be made in writing at least four weeks prior to the event.
3	Where temporary exclusive use is necessary for the holding of an event or activity, part or all of the reserve will be closed to the public for the duration of that event.
4	Where part or all of Cromwell Racecourse Reserve is to be closed to the public for event use, public notification of this will be made prior to the activity requiring the closure. Where closure is required by a body other than Council, that body will be responsible for meeting the cost of public notification.
5	A charge and / or bond may be levied for all forms of exclusive use. The bond will be set as per Council's Fees and Charges Schedule. Bonds may be waived at the discretion of Council.
6	Event organisers are to reinstate the reserve to the same condition as before the event to the satisfaction of Council.
7	Bookings are limited to the sports ground area.

5.10 Commercial use

Council may, from time to time, receive applications for the use of Cromwell Racecourse Reserve for temporary or permanent commercial activities. These activities include filming, markets, coffee carts and commercial recreation ventures, amongst other commercial activities.

Commercial activities may be a legitimate part of the range of activities within reserves where they relate to the purposes of the reserve. Some commercial activities such as filming regional or national sporting events may be assessed as appropriate. While not contributing to the public's enjoyment of the reserve such activities can promote Cromwell.

While commercial activities can be appropriate, they must not be allowed to detract from the primary purposes of the reserve. Also, the activities should not adversely impact on the reserve, its use or users and reserve neighbours. Controls on activities should ensure that the effects of activities are minimised. All commercial activity is required to comply with Council bylaws and other relevant legislation.

	OBJECTIVES
1	To ensure any permanent or temporary commercial use of Cromwell Racecourse Reserve does not compromise the reserve's values, adds to the public enjoyment of the reserve and is in accordance with the Reserves Act 1977 and relevant bylaws.

	POLICIES
1	All applications to operate commercial activities on the Cromwell Racecourse Reserve must comply with Councils Trading in Public Places Bylaw and the Reserve Management Plan.
2	Temporary commercial activity applications need to be made at least ten working days prior to the event.
3	Conditions necessary for the protection of values will be imposed on any permission for the commercial use of Cromwell Racecourse Reserve. Such conditions will also be sought on any resource consent application for the same activity.
4	A charge may be levied for the commercial use of Cromwell Racecourse Reserve.
5	A bond may be required for permanent and temporary commercial activities.
6	Compliance with the relevant conditions of the District Plan, Building, Health and Safety at Work Acts and other relevant Acts is the responsibility of the applicant.

5.11 Camping

The Cromwell Racecourse Reserve is designated for "Recreation Purposes" (D81). Part of the reserve is occasionally used for overnight camping by the NZ Armed Forces and NZ Police. Some equestrian events may require personnel to camp overnight in order to supervise horses and equipment. Some larger groups, such as festivals or jamborees, may wish participants to remain overnight.

	OBJECTIVES
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1	To allow event specific of overnight camping only on the reserve.
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	POLICIES
1	To allow camping to take place at the Cromwell Racecourse Reserve where this is associated with events and this is compatible with other park activities only.
2	<p>Council may approve camping associated with sporting and community events where there is evidence that the effects of camping will be adequately managed. All applications are to be in writing and forwarded to Council at least four weeks before the event. Applications will be considered on a case-by-case basis, and a bond will be required. The assessment of effects will include the following:</p> <ul style="list-style-type: none"> • Effects on others using the reserve and neighbours • Services • Damage to the reserve • Health and safety provisions.
3	Basic facilities to ensure the safe and hygienic use of the reserve will be provided and maintained as demand dictates, in accordance with the Camping-Grounds Regulations 1985, Freedom Camping Act 2010. and any lease agreements over the reserve.

5.12 Multi-generational play

Reserves provide important open space areas for people to play, whether that is through using natural features, or the provision of formal playgrounds, skate parks and bike parks.

	OBJECTIVES
1	To provide creative and diverse play opportunities for everyone by the extension and enhancement of the natural or artificial environment.

	POLICIES
1	Emphasis shall be on the opportunities for physical adventure and exploration.

2	The existing play features will continue to be provided, and expanded where appropriate, in preference to duplicating play features in other parts of the reserve.
3	All play equipment and associated safety surfaces shall be designed, constructed, and maintained to conform to New Zealand standards for playground equipment and surfaces (currently NZS5828:2004).

5.13 Markets, festivals, and concerts

Council may receive requests from markets, circuses, concert promoters, side-shows, gypsy fairs and similar operators to use Cromwell Racecourse Reserve.

	OBJECTIVES
1	To allow occasional use of Cromwell Racecourse Reserve for markets, circuses, vehicle displays, concerts, side-shows, and similar uses provided that this is compatible with other reserve activities.

	POLICIES
1	<p>Council may approve markets, circuses, concerts, side shows, gypsy fairs and like operations where there is evidence that the adverse effects can be minimised. All applications are to be in writing and forwarded to Council at least four weeks before the event. Applications will be considered on a case-by-case basis, and a bond will be required. The assessment of effects will include the following:</p> <ul style="list-style-type: none"> • Effects on others using the reserve and neighbours • Services • Damage to the reserve • Health and safety provisions. • District Plan rules.

5.14 Fireworks displays

Groups occasionally wish to use the Cromwell Racecourse Reserve for fireworks displays. These displays are controlled by legislation other than the Reserves Act 1977 and require the

permission of Fire and Emergency New Zealand (FENZ) before proceeding. As long as the adverse effects of fireworks displays on Reserve values are avoided, remedied, or mitigated, fireworks displays are a legitimate use of the reserve.

	OBJECTIVES
1	To allow fireworks displays on Cromwell Racecourse Reserve subject to all adverse effects on Reserve values being avoided, remedied, or mitigated.

	POLICIES
1	Fireworks displays are only permitted within the playing field arena, and only if damage to grass fields can be avoided.
2	Written applications should be made at least ten working days before the proposed event. Conditional approval will be given upon written application to Council. Final approval will be given once the required external permissions have been obtained.
3	A condition of approval will include the requirement for sufficient public liability insurance.
4	The fireworks display co-ordinator must submit a list of proposed fireworks to be used for a display and this list, in part or in total, must be approved by Council.

5.15 Fire control

During certain times of year, the risk of fire increases significantly. Measures need to be taken to minimise the risk of fires starting in or adjacent to the Cromwell Racecourse Reserve, and to minimise damage to the reserve should a fire start.

	OBJECTIVES
1	Where appropriate and feasible, to provide adequate access to Cromwell Racecourse Reserve to enable fire appliance access.

2	To take steps to minimise fire risk and damage resulting from any fire occurring.
3	To cooperate with appropriate organisations in the prevention and control of fires on the reserve.

5.16 Dogs and other animals

Many people own dogs for a variety of reasons and wish to exercise them at different locations. Council must have regard to the exercise and recreational needs of dogs and their owners and the need to minimise danger, distress, and nuisance to the community in general. Council provides a variety of locations for off leash dog exercise, as well as bylaws to control dogs in other public places where they are required to be on a leash.

Dog and other animals fouling on the reserve is not tolerated in any form. Owners must ensure that they have a suitable receptacle to collect and remove animal faeces immediately.

	OBJECTIVES
1	Animals associated with activities and events within the Racecourse Reserve are permitted only.

	POLICIES
1	The CODC Dog Control Bylaw 2020 takes precedence for all dogs in parks or reserve areas.
2	Dogs are not permitted in prohibited areas at any time. Prohibited areas include, the children's playground, the designated playing areas of the sports ground.
3	Any person having charge of any dog shall at all times, carry a suitable receptacle to remove and dispose of dog droppings immediately after the dog has deposited them.
5	Animals attending organised specific animal events are permitted.

5.17 Facilities and chattels abandonment

Changes in levels of participation and trends in sport sometimes result in sports clubs and groups dissolving, amalgamating, or falling into recess. A consequence of this could lead to the abandonment of facilities such as the Racecourse facilities.

	OBJECTIVES
1	To ensure buildings or structures that are of benefit to Cromwell Racecourse Reserve users are retained in a safe and operable condition.
2	To ensure the owner of a building or structure is responsible for the facility and its condition until disposal has occurred.

	POLICIES
1	The owner of a building or structure will dispose of the facility under the terms of the lease agreement and in conjunction with this policy.
2	Council will have the right to decide what assets have a benefit to Reserve users.
3	<p>Where a building or other structure is no longer required by an occupier or Council, the following steps will be taken in priority order:</p> <ul style="list-style-type: none"> • The occupier will be required to find a new approved occupier (as permitted by relevant acts, or policies) and subject to approval by Council, or remove the building or structure from the reserve; • If the occupier cannot either find a new suitable occupier or remove the building or structure, then council will make reasonable efforts to find a new suitable occupier or use for the building; • If no suitable occupier or use can be found, Council will remove the building having considered all other options. • Council will have the option to tender or sell the building (not the land) as an alternative to demolishing it, providing it can be removed from the site. • Where the building or structure is not compatible with the primary function and values of the reserve, it will be removed from the reserve. • Where Council does not own the building, feasible costs associated with removal or demolition of the building and or structure and reinstatement of the reserve to Council's satisfaction shall be charged to the owner.

5.18 Alcohol licences

The selling of alcohol is often viewed by sports clubs as a means of raising funds for club activities however is only indirectly linked to the use of the reserve for sporting or recreational purposes.

The consumption of alcohol on the reserve can have adverse effects on people using the reserve and reserve neighbours including noise and damage that may reduce the amenity of the reserve.

Approval is needed from Council as landowner of the reserve, and separately from Council for an alcohol licence. Other approvals, including resource consent, may also be required.

	OBJECTIVES
1	To allow the granting of alcohol licences over premises on Cromwell Racecourse Reserve where the values of the reserve are not diminished and where the effects on other reserve users and reserve neighbours can be minimised.

	POLICIES
1	Any alcohol licence application is subject to the Sale and Supply of Alcohol Act 2012, CODC Local Alcohol Policy and any subsequent legislation.
2	Council will only support the granting of an alcohol licence for premises located on Cromwell Racecourse Reserve where: <ul style="list-style-type: none"> The granting of a licence is consistent with the purposes of the reserve; The effects on the reserve, its use and users, and reserve neighbours can be avoided, remedied, or mitigated; and The values of the reserve are not diminished.
3	The environmental impact of increased traffic and parking demand and other factors, which may be associated with ancillary use of facilities, shall be carefully assessed in considering any application for a general ancillary liquor licence.
4	Applicants will be responsible for ensuring that all relevant statutory approvals are obtained and that the conditions of any approvals granted are met.
5	The use of clubrooms for social purposes shall be ancillary to the principal sport and recreation purpose of the reserve.

5.19 Hazardous substances

Hazardous substances such as chemicals and biological agents, in some circumstances, may need to be used in the maintenance or operation of the Cromwell Racecourse Reserve. It is important to assess the risks and if needed minimise the effects for Reserve users and neighbours.

	OBJECTIVES
1	To ensure that where it is considered necessary to use or store hazardous substances, application is undertaken in a manner that minimises the potential risk to Reserve users and neighbours.

	POLICIES
1	Council will support and liaise with FENZ to provide for the prevention, detection, control, and suppression of fire within the reserve, in accordance with legislation or by-laws.
2	Council will assist and cooperate with FENZ on all fire control measures in accordance with legislation, regulations, or by-laws to reduce the risk of damage by fire to the reserve.
3	Council will support FENZ in legal action, including the recovery of fire suppression costs that may be taken against a person or persons who light or cause to be lit any fire on the reserve without permission.
4	During times of extreme fire danger parts of the reserve may have to be closed to protect public safety.
5	Council shall take all reasonable measures to ensure the reserve is kept clear of all fire hazards endangering adjacent properties in respect of fire risks in accordance with legislation or bylaws.
6	Any action or event necessary for the purposes of saving or protecting life or health, or preventing serious damage to property, or avoiding an actual or likely adverse

	effect on the environment may be carried out without the prior permission of Council or prior public notice. This policy is subject to those involved taking every reasonable step to contact Council or carry out public notification.
7	Such an action or event must be followed up by providing Council with a copy of the fire report immediately after the event or incident.

5.20 Smokefree and Vapefree Zones

Smokefree and Vapefree outdoor areas protect young people from the negative role-modeling effect of smoking and vaping.

The less young people see smoking around them, the less 'normal' smoking and vaping becomes and the less likely they are to take up smoking and vaping themselves.

Council has adopted a Smokefree and Vapefree policy where all council owned parks and reserves, tracks and walkways, sportsgrounds and playgrounds are designated Smokefree and Vapefree. A ten metre smokefree and vapefree perimeter is designated around these facilities on any council owned land.

	OBJECTIVES
1	That the Cromwell Racecourse Reserve is a smokefree and vapefree zone as per the Council's Smokefree and Vapefree Policy 2021.

	POLICIES
1	Council will use a mix of education and signage to enforce the smokefree and vapefree zone.
2	All of Cromwell Racecourse Reserve is designated as smokefree and vapefree zones.

5.21 Trading in public places

Council has rules in place regarding trading in public places, identifying allowed locations, hours of trade and licence requirements. These note that there may be specific conditions per site and that licence holders do not have exclusive use of any site. Refer to most updated

version of Council's Trading in Public Places Policy (available on Council's website) for exact locations and more information.

	OBJECTIVES
1	To permit trading activity on the Cromwell Racecourse Reserve in accordance with the Council Trading in Public Places Policy.

	POLICIES
1	Approval to trade at the reserve shall be obtained at the discretion of Council and subsequently through the Club.

5.22 General

In addition to providing space for sport and recreation activities, reserves provide wider benefits including amenity to the surrounding area and pedestrian connectivity. Reserves can provide important open space areas for all ages to play, whether that is through using natural features, or through the provision of formal playgrounds and informal play opportunities. Reserve values may be reduced where buildings and other enclosed structures including fences prevent access and dominate the park.

Community needs change over time, and sport and active recreation facilities need to be adaptable and flexible to meet the needs of a wider range of activities and users into the future. The recreational use of the Cromwell Racecourse Reserve will be explored to consider provisions for other recreational activities aside from the racecourse. If demand did increase then development may need to consider requirements around this space and could include the addition of irrigation, goal posts, permanent fencing, and sports lights.

The Cromwell Racecourse Reserve is designated in the District Plan 'Recreation Purposes' (D81) which reduces Resource Management Act approval requirements for recreation activities.

5.23 Buildings and structures

All buildings and structures including signs, temporary structures, lighting, fences and art will require approval from Council as the landowner. They may also require building consent and other approvals.

Any structures should be located where they allow for access within and through the reserve and should be designed to be compatible with the amenity of the reserve.

Council may provide amenity lighting for vehicle parks and paths where there is a clear public benefit. This will be limited to Council-owned facilities. Any development proposal will need

to demonstrate Crime Prevention Through Environmental Design (CEPTD) principles as part of the proposal.

	OBJECTIVES
1	To ensure that buildings and other structures compliment the Cromwell Racecourse Reserve and are located, designed, and maintained so that they do not detract from the amenity of the reserve and racetrack, and facilitate public recreational use and enjoyment.
2	To support the development or redevelopment of buildings and structures on the reserve where the need for these has been fully assessed and it is demonstrated that recreation and community outcomes are better enabled.
3	To encourage sharing of existing facilities to prevent unnecessary duplication or expansion of facilities.
4	To ensure that buildings and structures have necessary approvals.
5	To encourage and allow for networks of paths for pedestrians and/or cyclists.

	POLICIES
1	Buildings on the reserve shall be provided for the specific proven needs of the users where this provision does not detrimentally affect the appearance or utilisation of the reserve.
2	Buildings on the reserve shall be provided for the specific proven needs of the users where this provision does not detrimentally affect the appearance or utilisation of the reserve.
3	New buildings on the reserve shall be located only where:

	<ul style="list-style-type: none"> Neither they, nor associated vehicle parking, unduly restrict the area useable for recreation. They do not obstruct the entrances to the reserve.
4	The design of all buildings and structures proposed to be erected shall be referred to Council or its delegated representative for approval.
5	<p>All new buildings and structures shall be of a size and design that:</p> <ul style="list-style-type: none"> Is such that they provide no more than a service ancillary to the use of the area for sport. Is to acceptable architectural standards. Is in scale with, and suited to, the character of the reserve. If possible, they shall be sited so that they can be extended to provide such further facilities as may be required at a later date.
6	Buildings shall be designed or modified for multi-purpose use where practicable and desirable.

5.24 Multipurpose use of facilities

Some existing facilities could sustain higher levels of use, and the sharing of such facilities would prevent unnecessary duplication and cost.

Sub-letting of facilities by clubs can generate revenue and spread the load of paying for overheads such as power.

	OBJECTIVES
1	To encourage the sharing of existing facilities to prevent unnecessary duplication or expansion of facilities.

	POLICIES
1	The multiple use of buildings and other facilities by sports, cultural bodies and schools shall be actively encouraged.
2	The sub-letting and shared use of leased facilities to other clubs shall be actively encouraged.

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5.25 Vehicle parking and access

Vehicle parks support recreational use by users who need to drive to the reserve including those travelling longer distances. Vehicle parking areas reduce reserve land available for recreation and encourage access by vehicles. While it is preferable to encourage walking and cycling before using a vehicle, the reserve is not currently easily accessible by walking and cycling, and most visitors will use a vehicle to access the area.

The racecourse also attracts users with horse floats. Consideration should be given around mitigation of cluttered parking. Parking should not be designed to meet peak parking times.

	OBJECTIVES
1	To provide and maintain vehicle parks, where appropriate, to a level that is adequate for servicing the usual activities carried out within the reserve.
2	To provide where practicable additional vehicle access and parking areas at proven peak times but limiting this to preserve the natural qualities of the reserve.
3	To recover the costs of vehicle parking facilities from groups obtaining exclusive use.

	POLICIES
1	Vehicle parking on areas, other than recognised vehicle parks, or in any way that causes damages to the reserve is prohibited.
2	Vehicle parks are for vehicles associated with recreation and other legitimate use of the reserve.
3	Regular overnight, or long-term parking is not permitted.
4	Vehicle parking shall be available to the public using the reserve during the hours of operation defined by the Council.

5	Parking in areas other than recognised parking areas may be allowed by special permit from the Council to accommodate extra demand for vehicle parking/event services associated with an infrequent recreational use of the reserve. This permission may be varied or withdrawn if it is anticipated that damage to grounds may be incurred.
6	Vehicle parking areas shall only be provided where there is a proven requirement directly related to the use of the reserve, and it is both physically and financially feasible to provide a vehicle parking facility.
7	A detailed site plan set in the context of a plan for the whole reserve shall be prepared for any proposed access way or vehicle parking area.
8	Exclusive use of vehicle parks may be allowed for special sporting and recreation events. Council may set a charge for this exclusive use.
9	Where an application for exclusive use of a vehicle park is successful, Council will arrange for public notification of this use in the public notices section of the local newspaper/s. Applicants will need to meet the costs of public notification.
10	Groups that have permission to use vehicle parks exclusively may levy a charge on users during the time they have exclusive use. This charge is to be approved by Council and be used to recover costs only.
11	Vehicle parks for users with disabilities may be set aside where vehicle parks are marked or established near facilities.

5.26 Lighting of amenity areas

Amenity lighting is used to illuminate vehicle parks and footpaths to facilitate safe pedestrian access.

Council may provide amenity lighting where there is a clear public benefit. Furthermore, the provision is limited to Council-owned facilities.

Council recognises that the racecourse, may need to operate some form of lighting at night.

Any lighting required will be considered where it is in accordance with Crime Prevention Through Environmental Design (CPTED) principles.

	OBJECTIVES
1	To provide lighting to facilitate night-time use and access where appropriate.

	POLICIES
1	Council may provide amenity lighting where there is a clear public benefit, and where it supports the principles of CPTED.
2	Installation of lighting by reserve occupiers is subject to the approval of Council.
3	Lighting of cycle and pedestrian paths may be provided where appropriate for the safety and convenience of the public.
4	Cables for light fixtures shall be underground wherever possible.
5	Hours of operation of lights shall be limited to those approved by the Club or Council.
6	Lighting installations shall be designed to avoid excessive light spill and glare into surrounding residential areas.
7	All lighting is to have minimal light spill, give consideration to the night skies and meet District Plan requirements.

5.27 Signs

Signs can play an important role in wayfinding and reinforcing a reserve's identity and status. Signs are also essential in aiding identification of hazards that visitors might be exposed to. Some areas have important or special stories to tell and can be enhanced by the use of interpretive signage.

The use of promotional or advertising signage is one way that organisations are able to raise income over and above levying their membership, however signs other than those inside club buildings that are not visible from public places are generally not appropriate.

Inward facing signs on fences may be visible from the surrounding reserve area and will increase the fence being a visual barrier. Signs must comply with any district plan requirements.

	OBJECTIVES
1	To provide sufficient signs of a design appropriate to the reserve to facilitate public use and enjoyment of the reserve.
2	To control the display of club and sponsorship signs on Cromwell Racecourse Reserve.

	POLICIES
1	Signs shall be provided to give clear and positive guidance to assist public enjoyment of the reserve.
2	Generally, all signs and symbols on the reserve shall be of standard design and appropriately placed in their surroundings.
3	The number and size of signs in the reserve shall be kept to a minimum to avoid visual detracting from the amenity of the reserve.
4	Council may provide interpretive information for areas of interest at Cromwell Racecourse Reserve.
5	Where possible signs will be located on existing buildings and structures.
6	Club signs are permitted not more than a total of three-square metres relating to the use of the site (i.e. not advertising signs).
7	

	Unless specifically approved by Council, advertising signage will not be allowed at Cromwell Racecourse Reserve.
8	Where advertising signage is approved by Council, it will still be subject to obtaining a resource consent or sited where resource consent is not required.
9	All signs must comply with the Parks and Recreation Signage Guide

5.28 Helicopter Landings

The open nature of Cromwell Racecourse provides an important opportunity for helicopter landings in proximity to Cromwell and civic defence operations base. The use of the recreation reserve for landings in association with events or promotions is not appropriate. Implementation Process requests for landings in accordance with these policies.

	POLICIES
1	Permit helicopter landings on Cromwell Racecourse for emergency, civil defence or park management purposes only.
2	Generally, all signs and symbols on the reserve shall be of standard design and appropriately placed in their surroundings.
3	The number and size of signs in the reserve shall be kept to a minimum to avoid visual detracting from the amenity of the reserve.

Appendix 1: Reserve Management Plan process from Reserves Act

The following table summarises section 41 of the Reserves Act 1977 – Management Plans, and the process used to develop and revise a management plan. When a plan is being revised the first 2 steps may not be repeated.

Relevant Sections of the Reserves Act	Public Consultation	Description of Activity	Phase
Section 41 (5)	Optional	Council notifies the public that it is preparing a management plan and calls for submissions (1 month)	Not undertaken for this review.
Section 41 (5)c	Mandatory	↓ Public submissions are received and incorporated into a draft management plan	Management Planning
Section 41 (6) a-c		↓ A draft management plan is made available to the public for further comment (2 months)	
Section 41 (6) d		↓ The draft management plan is edited to incorporate input from public submissions	
Section 41 (6) d		↓ The final document is presented to Council for adoption	
Section 41 (6) e		Council adopts management plan ↓	Implementation

Section 41		All policies come into effect and are enforceable by Council ↓ The management plan is continually monitored and reviewed	
Section 41 (4)			

Appendix 2: Anderson Park an Alpha Street Reserve – Existing Layout Maps

2.2 Anderson Park - Existing



2.3 Alpha Street Reserve - Existing



Appendix 3 – Alpha Street Reserve – Proposed Layout Maps

Legend

- ①

Senior Football Field
- ②

Junior Football Fields (1x senior equivalent)
- ③

Junior Football Field
- ④

First Kicks Football Fields
- ⑤

Change Facility
- ⑥

Fire and Emergency New Zealand Training Area
- ⑦

Existing Vegetation
- ⑧

Utility Building (not associated with football clubs)



Appendix 4 – Anderson Park Street Reserve – Proposed Layout Maps

Legend

- ① Realigned Cricket Oval
- ② Premiere Rugby Field
- ③ Half Hockey Practice Field
- ④ Existing Hockey Turf
- ⑤ Cromwell Hockey Club Pavilion
- ⑥ Cromwell Sports Club
- ⑦ Cricket Storage + Practice Net
- ⑧ Parking
- ⑨ Tennis + Netball Courts
- ⑩ Cromwell College Courts
- ⑪ Cromwell College Sports Fields (out of scope)



Appendix 5: Record of Amendments, corrections & updates

Date	Section	Short Description for Change	Reason for change
1			
2			
3			

25.3.6 CROMWELL CEMETERY EXTENSION STAGE 1.

Doc ID: 2423444

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

1. Purpose of Report

To approve the Cromwell Cemetery Development Plan for Stage1.

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Approves the Cromwell Cemetery Development Plan for Stage1 subject to the adoption of the 2025-34 Long Term Plan.

2. Background

At its February 2022 meeting the Cromwell Community Board received a report on the development of Cromwell Cemetery and resolved the following.

Receives the report and accepts the level of significance.

Classify Lot 3 Deposit Plan 505292 as Local Purpose – (Cemetery) Reserve under the provisions of the Reserves Act 1977.

Subject to

- *Public consultation in accordance with the Reserves Act 1977.*
- *The consent of the Minister of Conservation*

Extend designation 200 (subject to the process under the Resource Management Act 1991) to include the newly classified area above.

Approves the proposed Cromwell Cemetery Development Plan 2021.

That funding be included in future long-term plans to provide for implementation of the plan.

Authorises the Chief Executive Officer to do all that is necessary to give effect to the resolution.

Appendix 1 shows the 2021 plan. This plan was an overall concept for the entire cemetery land. Given the estimated development of the back section of the Cemetery is 25 plus years away detailed plans have been developed only for Stage 1 which is the section of land directly fronting Cemetery Road. This is Shown in **Appendix 2**.

3. Discussion

Stage 1 development plan varies a little from the 2021 concept draft. Mainly with the moving of the access way further east on Cemetery Road based on advice from Council Roding team to ensure a safer entrance further away from the Cemetery Road hill.

In discussion with the Friends of Cromwell Cemetery group provision has been made for them to supply Almond trees along the frontage. Another of their suggestions was to continue the screening planting to include the existing planted area on the eastern boundary of the old Cemetery. They group were also keen to see a toilet installed however this may be something to consider when stage 3 is developed.

There is a more formalised road layout linking the existing and new cemeteries

Irrigation will be installed only to the planted areas with the grass areas not being irrigated to retain the dryland style in line with the existing cemetery.

The existing pine trees will be removed as part of stage one. These trees are over mature and starting to fail, while they do provide some shelter they pose an undue level of risk. The trees on the northwest boundary have already had succession trees planted which will over time help delineate between the existing Cemetery and the new sections.

The boundary planting will consist of a 5m wide planting band and made up a mix of hardy natives interspersed with some larger growing trees to provide structure over time

There is an existing boundary fence at the rear of the Cemetery, and it is proposed to replicate the schist pillar and chain fence along the Cemetery Road frontage.

Side boundary fences will be developed with the respective neighbouring properties as they are developed.

4. Financial Considerations

In the draft 2025-34 Land Term Plan the following provision has been made to implement stage 1.

- 2025/26 - \$30,000
- 2026/27 - \$102,910
- 2027/28 - \$264.300

These budget figures are indicative only with the final costs not known until the work is tendered. It is likely the work will be programmed over 2 financial years to ensure construction is undertaken in the shortest possible time period.

5. Options

Option 1 – (Recommended)

Approve the Cromwell Cemetery Development Plan for Stage1

Advantages:

- The new stage will be available for new burials by the time the existing Cemetery reaches capacity.
- Planting the boundaries as part of stage 1 will ensure over time that the industrial areas are screened from within the Cemetery.
- Allocated budget for this project will be expended.

Disadvantages:

- No disadvantages are identified.

Option 2

Do not approve the Cromwell Cemetery Development Plan for Stage1

Advantages:

- No advantages have been identified.

Disadvantages:

- Available grave sites within the existing cemetery will be used up with no other burial plots available.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the (social/cultural/economic/environmental) wellbeing of communities, in the present and for the future by ensuring that residents of Cromwell have a peaceful place to mourn their deceased.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Councils Cemetery Policy 2012 Long Term Plan 2025-34.
Considerations as to sustainability, the environment and climate change impacts	Cemeteries can pose environmental challenges including land use, embalming fluids and carbon emissions from cremations.
Risks Analysis	Minimal risks have been identified with this decision. Council is required under the Burial and Cremation Act 1964 to provide a place for the burial of the bodies of persons dying within its district, to establish and maintain a suitable cemetery.
Significance, Consultation and Engagement (internal and external)	Consultation is not required for this decision. Friends of Cromwell Cemetery have been consulted.

7. Next Steps

Once the Stage 1 plan is adopted and confirmation of funding is approved through the 2025/34 Long Term Plan a competitive tender process will be undertaken to secure a contractor to deliver the project. Work is unlikely to commence until early 2026.

8. Attachments

Appendix 1 - Cromwell Cemetery Development Plan 2021 [↓](#)

Appendix 2 - Cromwell Cemetery Development Stage 1 [↓](#)



CROMWELL CEMETERY
CONCEPT DEVELOPMENT PLAN

10 JANUARY 2022



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INTRODUCTION

BACKGROUND

The Cromwell Cemetery is located on Cemetery Road, south west of the Cromwell Township. Refer to **Figure 1** opposite. The cemetery is divided into three sections :

- Section for RSA War Veterans
- Section for Memorials where families are allowed to make memorial gardens and structures for family members
- Section specifically for ashes and interment sites

Due to an increase in demand for a less expensive memorial option CODC have installed a memorial wall at Cromwell Cemetery for the placement of 200 x 150mm brass plaques.

An industrial area is located to the north and east of the site and an existing residential subdivision is located to the south of the cemetery, on the other side of Cemetery Road. An existing orchard extends along the western boundary of the site.

A strip of land along the western boundary of the site was recently purchase by the adjacent orchard. A small area along the eastern boundary has been purchased by the adjacent industrial subdivision. Refer to **Figure 2** opposite. The existing cemetery is approximately 4ha and the land area available for the 100 year development plan is approximately 5.5ha

There are currently 105 empty plots available in the existing cemetery.



Figure 1: Location of the Cromwell Cemetery



Figure 2: Cromwell Cemetery Boundary



Figure 3: Existing Cemetery Burials

- Plot Legend**
- Red represents occupied plots
 - Green represents empty plots
 - Yellow represents reserved plots
 - Purple represents plots missing information

INTRODUCTION

PURPOSE

In 2001 the Cromwell Community Board approved a development plan for the Cromwell Cemetery which has since been implemented in a limited way, most notably in terms of tree planting in the extension zones of the cemetery and some of the structural memorial elements near the front gate. An urgent review is now required to inform some spatial planning work, in particularly regarding the provision of future industrial land in the vicinity.

The reviewed plan will also influence the funding programmes in future annual and long-term plans.

This development plan considers and includes:

- Existing burial methods and standards as well as flexibility for burial practices not commonly carried out in the area at present, such as Muslim burials. Due to the existing site conditions and environment, natural burials have not been considered in this development plan.
- The Cemeteries Strategy 2009
- Possible inclusion of a commercial crematoria and chapel facilities
- Landuse planning in the surrounding area
- Site security
- Traffic circulation and parking
- Maximising capacity for burials on the site
- Irrigation / watering of the lawn, given that the site is not irrigated (currently). There is a connection and infrastructure that irrigates the juvenile perimeter trees
- Preservation of the front fence
- Screening of the adjacent properties
- Cultural requirements, such as water at the exit from the cemetery.

2001 CROMWELL CEMETERY DEVELOPMENT PLAN

In general terms the design of the basic infrastructure should be determined and then the landscape component added. Following that, more detailed considerations such as internal roading, plot sizes and layout, and plot landscape trees/shrubs layouts detailed. These more detailed considerations are not illustrated in this report because of the 'long term' nature of the Cromwell proposal and the probable changing attitude and methods of burials in the long term future.

Entrance

The cemetery entrance is important in achieving vital first impressions

that form lasting attitudes and memories. The entranceway should have a dignified and welcoming appearance, with extensive areas of mature plantings and well designed gateway constructed of permanent materials such as local stone. The entrance should also have an avenue or close overhanging trees to create a sense of arrival. A single entrance is preferable for both operational and security reasons, although an added entry may be provided to allow for an overlap in burials.

Landscape Planting

Planting design should present a theme that creates the setting with continuity and unity and provides visual interest. Use of one major tree species or a species with similar characteristic should be used to divide the cemetery into various spacial units. Retention of existing trees will also assist in dividing the area up. Three levels of planting are used: tree framework, dividers and amenity.

Buildings

Any future buildings should reflect a common theme in style and be sited discretely. Many cemeteries include the provision for a crematorium and consideration should be given to the likely location of this during the early planning stages of roading layout and tree planting . Location considerations for a crematorium are that it should be :

- Readily accessible
- Located in a peaceful setting substantially hidden from any residential areas
- The public entrance and after service mingling area should be sunny and protected from winds.

The area in the south east corner or and Cromwell Cemetery and adjacent to the Lake Dunstan Industrial Estate is a suitable location for a crematorium/chapel complex.



Figure 4: Existing Cromwell Cemetery



Figure 5: Existing Cromwell Cemetery - Memorial wall

Figure 3: Existing Cemetery Burials

INTRODUCTION

SITE HISTORY

Gold rushes in the second half of the 19th century led to a rapid influx of foreign miners to the Central Otago area. After the initial rushes had subsided settlement began to become more permanent and balanced, with wives and families joining the men, and farming and other economic activities became established.

Cemeteries were an essential element of any settlement, and Cromwell has two historic graveyards. The first Cromwell Cemetery was surveyed in 1863 by J. Aitken Connell as part of his survey of the Cromwell Township, and a portion of this was fenced in August 1865 (Parcell 1951: 53).

As the town expanded, the cemetery on Litany Street was inconveniently close to the growing residential area, and in 1879 a new cemetery site was surveyed on the Cromwell Flats. The old cemetery was closed in 1888 and the new cemetery was opened on 1 May of that year on the out wash plains of the legendary gold bearing Kawarau River. The first burial in the new cemetery was that of Sem Si, a Chinese man.

The Cromwell Cemetery contains the office war graves of two men who served in the New Zealand focuses during the First World War: William Charlton Nicholson and Private William Torrance

During the 1980s Cromwell was extensively remodelled and rebuilt after the low-lying part of the original town was cleared and then inundated during the Clutha Valley Project, which saw the construction of the Clyde Dam and the creation of Lake Dunstan. However, both the old Cromwell Cemetery on Litany Street and the new Cromwell Cemetery on Cemetery Road are above the lake level, and so both survive.

In 1998 there was concern over the safety of the pine shelter-belt that surrounds the three sides of the cemetery and work was undertaken to remove a small portion of the shelter-belt and trim dangerous and overhanging branches. Consideration was also given to the re-fencing of the complete facility. Concurrent with those items of work was the purchase of a block of land to the east for the cemetery for future expansion and the purchase of a strip of land to allow for access to be gained from McNulty Road.

In 2017 two unmarked historic burials were disturbed in the Cromwell Cemetery, Central Otago, and specialists were engaged to assess, excavate and reinter these burials. The review concluded that both were of adult males, probably buried in the 1890s. After the inadvertent disturbance of the two burials in the Cromwell Cemetery, the primary considerations were for the remains to be appropriately handled, for the original graves to be located, and the disturbed bones to be returned to their respective graves. A waratah was temporarily placed at the head of each grave to enable the CODC to accurately record the locations of the graves with GPS to enter into their GIS. The burials were each then covered in a white cotton sheet and covered with soil by hand. They were then machine-covered with a further 300mm of soil. The following morning the local Presbyterian minister visited the site and gave a brief service, and the excavation was then fully backfilled by machine.

The ‘new’ cemetery is still in use today and operated by the Central Otago District Council. Many graves are unmarked and some ground penetration recording has been carried out to improve burial records.

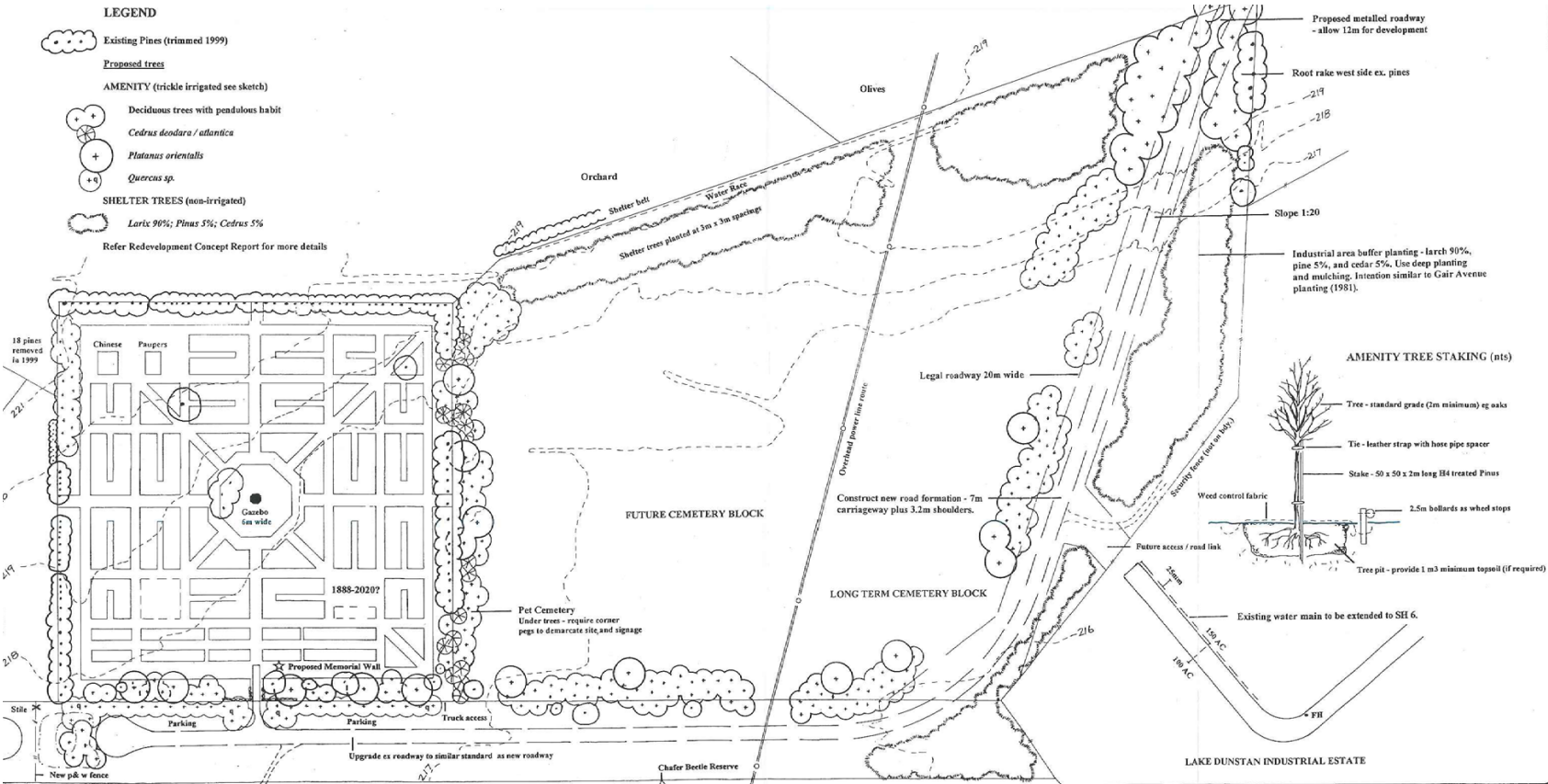


Figure 5: 2001 Cromwell Cemetery Redevelopment Plan



Figure 6: General setting of the disturbed burials uncovered in 2017 (shown by the temporary fencing)

STATISTICS

CROMWELL POPULATION

In recent years Cromwell has experienced unprecedented and sustained population growth and is now the Central Otago's largest town.

Cromwell township is made up of two areas ; Cromwell East and Cromwell West.

Existing Population Data	
Year	Population
2006	3,850
2013	4,500
2018	5,780
2020	6,008

Population increase between 2006 -2020 = 56%

Average yearly increase in population = 4% per year

Projected Population Data	
Year	Population
2025	6,816
2030	7,247
2035	7,630
2040	7,982
2045	8,360
2050	8,770

Projected population increase between 2020 -2025 = 45%

Projected population increase between 2025 -2050 = 28%

Between 2020 and 2050 the average yearly increase for projected population = 1.5 % per year

Numbers gathered from Growth Projections - 2020 Rationale (Rev 4.0)

BURIAL RATES

Over the last five years there have been a total of 105 burials. This includes:

- 1 Memorial Plaque
- 39 Ashes
- 65 Burials

Based on the total burials in the last five years it is estimated that there will be 2,100 burials that will need to be accommodated for in the Cromwell Cemetery over the next 100 years.

If the growth of Cromwell continues to increase at a rate of 1.5% per year than that would result in needing to factor in another 32 deaths giving a total of 2,132 .

Based on the types of burials in the last five years we have assumed the following :

1% Memorial Plaques = 21

37% Ashes = 789

62% Burials = 1,322



Figure 7: Entrance access way into the existing Cromwell Cemetery

CONCEPT DEVELOPMENT PLAN

LAYOUT

The concept plan maintains the existing cemetery as is and develops the additional site in a way that complements the heritage and landscape / amenity values of the existing cemetery.

The proposed layout provides dedicated areas for new burials based on current trends and flexibility for burials that are not common practice. For example, a section of the new development area could easily be allocated for Muslim burials if they were to become more prevalent in the Cromwell area.

The existing public vehicle access off Cemetery Road will be maintained into the existing cemetery and a new entrance/exit proposed in the western cemetery extension. The proposed internal road will provide access to the cemetery with allocated pull over parking areas for visitors.

The mature existing trees have been retained with additional trees added along the boundaries to provide screening from the surrounding properties and act as a aesthetically pleasing edge treatment. A number of existing trees are reaching senescence and therefore their decline will need to be monitored and replaced when necessary.

The potential crematorium has been located along the back of the site with planting and trees providing a buffer between the cemetery and crematorium. A service area, potential chapel, garden area and car park have also been allowed for.

Of the 5.5ha land available for the 100 year development plan approximately 3.89ha is required to meet the burial projections. A 1.6ha area in the northern section of the site is surplus land that is not required to meet the projected population / death rates over the next 100 years. It should be noted though that the projected burials rates have not taken into consideration a pandemic or natural disaster that could result in

Projected Burial Numbers (as per page 4)	
	Proposed Figures
Burial Plots - Existing available plots	1,322
Burials Plots	
Ashes	789
Memorial Wall Plaque	21
Total	2,132

Proposed Burial Numbers as per Concept Masterplan	
	Proposed Figures
Burial Plots - Existing available plots	105
Burials Plots	1,230
Ashes	790
Memorial Wall Plaque	21
Total	2,146



LEGEND

Existing trees to be retained

Proposed Trees

Access road through the cemetery

Available remaining burial plots

Proposed burial plots (back to back)

Proposed ash plots (back to back)

KEY

1. Existing access off Cemetery Road

2. Proposed new access off Cemetery Road

3. Proposed access way through cemetery

4. Existing memorial wall

5. Available remaining plots in current cemetery

6. Proposed burial plots

7. Proposed ash plots

8. Proposed walkway connection

9. Proposed crematorium and service area (potential for a chapel)

10. Proposed garden area associated with crematorium

11. Proposed crematorium parking

12. Surplus land

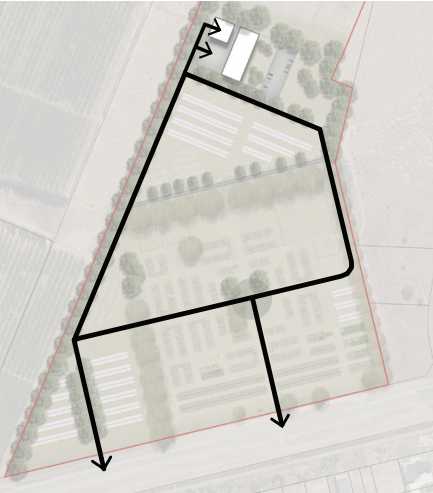


Figure 8: Vehicle access through the cemetery

STAGING PLAN

Development of the Cromwell Cemetery can be undertaken in stages. This could occur over a particular time frame or when additional plots are required. The Cromwell Cemetery Development Plan has been broken down into the following five stages:

Stage 1

- 108 Burial Plots

Stage 2

- 372 Burial Plots
- 326 Ash Plots
- New access road off Cemetery Road
- Proposed tree planting

Stage 3

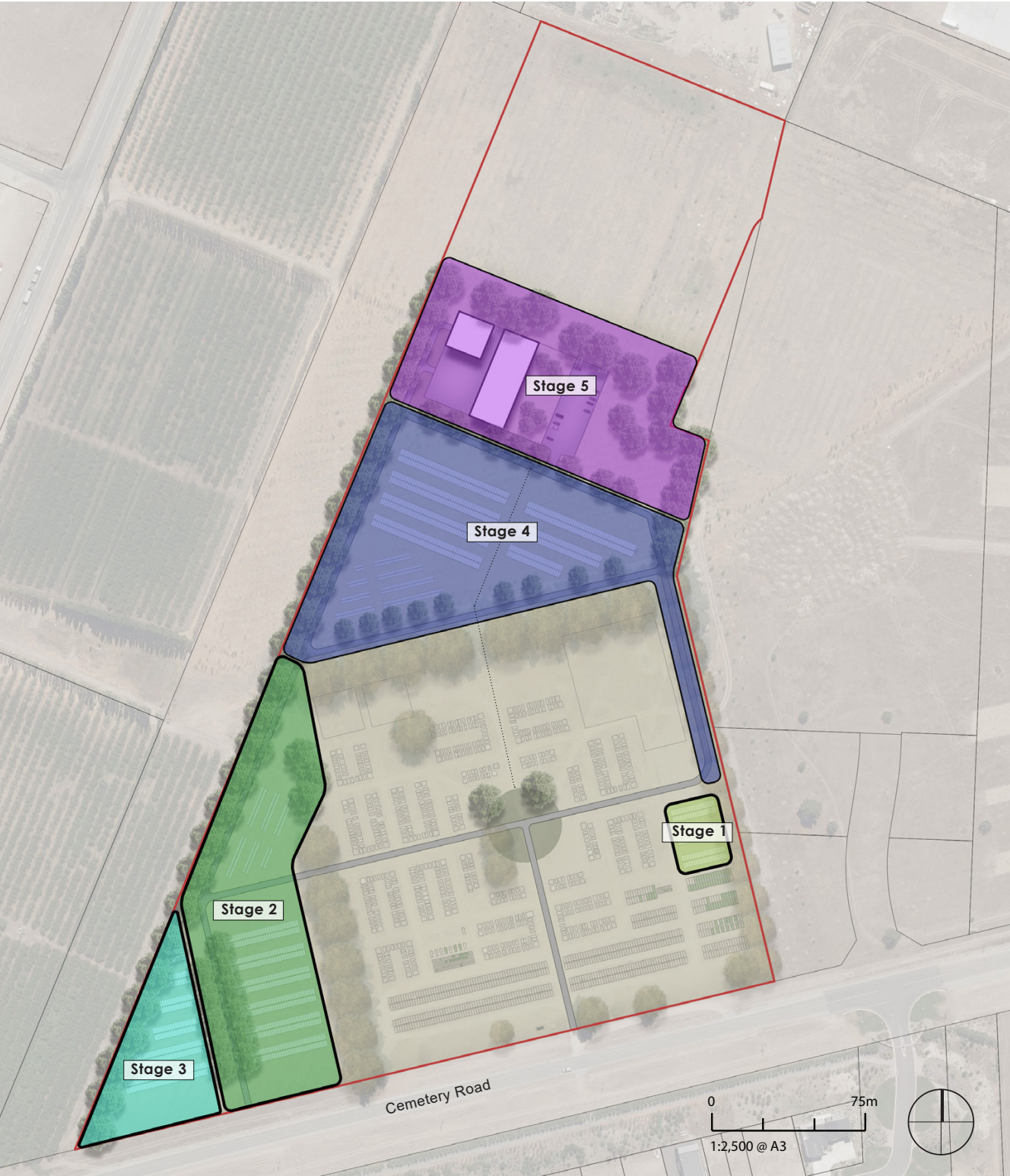
- 170 Burial Plots
- Proposed tree planting

Stage 4

- 580 Burial Plots
- 464 Ash Plots
- New loop road
- Proposed tree planting

Stage 5

- Crematorium and service area
- Potential Chapel
- Memory garden
- Parking



About Boffa Miskell

Boffa Miskell is a leading New Zealand professional services consultancy with offices in Auckland, Hamilton, Tauranga, Wellington, Christchurch, Dunedin and Queenstown. We work with a wide range of local and international private and public sector clients in the areas of planning, urban design, landscape architecture, landscape planning, ecology, biosecurity, cultural heritage, graphics and mapping. Over the past four decades we have built a reputation for professionalism, innovation and excellence. During this time we have been associated with a significant number of projects that have shaped New Zealand's environment.

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Cromwell Cemetery Development Plan

PROJECT NUMBER:	BM210812	Developed Design
PROJECT ADDRESS:	Cemetery Road, Otago 9384	
CLIENT:	Central Otago District Council	
CLIENT ADDRESS:	1 Dunorling Street, Alexandra	
CONSULTANTS:	-	



REV	DATE	DESCRIPTION
A	21.10.24	Draft Developed Design
B	23.10.24	Draft Developed Design
C	15.11.24	Updated Boundary
D	28.03.25	Developed Design

SHEET INDEX

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500 Planting

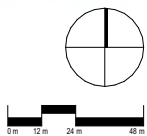
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- 511 Planting Plan Sheet 01
- 512 Planting Plan Sheet 02
- 513 Planting Plan Sheet 03
- 514 Planting Plan Sheet 04
- 515 Planting Plan Sheet 05
- 516 Planting Plan Sheet 06
- 517 Planting Plan Sheet 07
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- 540 Details - Planting







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Cromwell Cemetery
Development Plan
General Arrangement Overview

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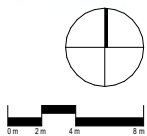
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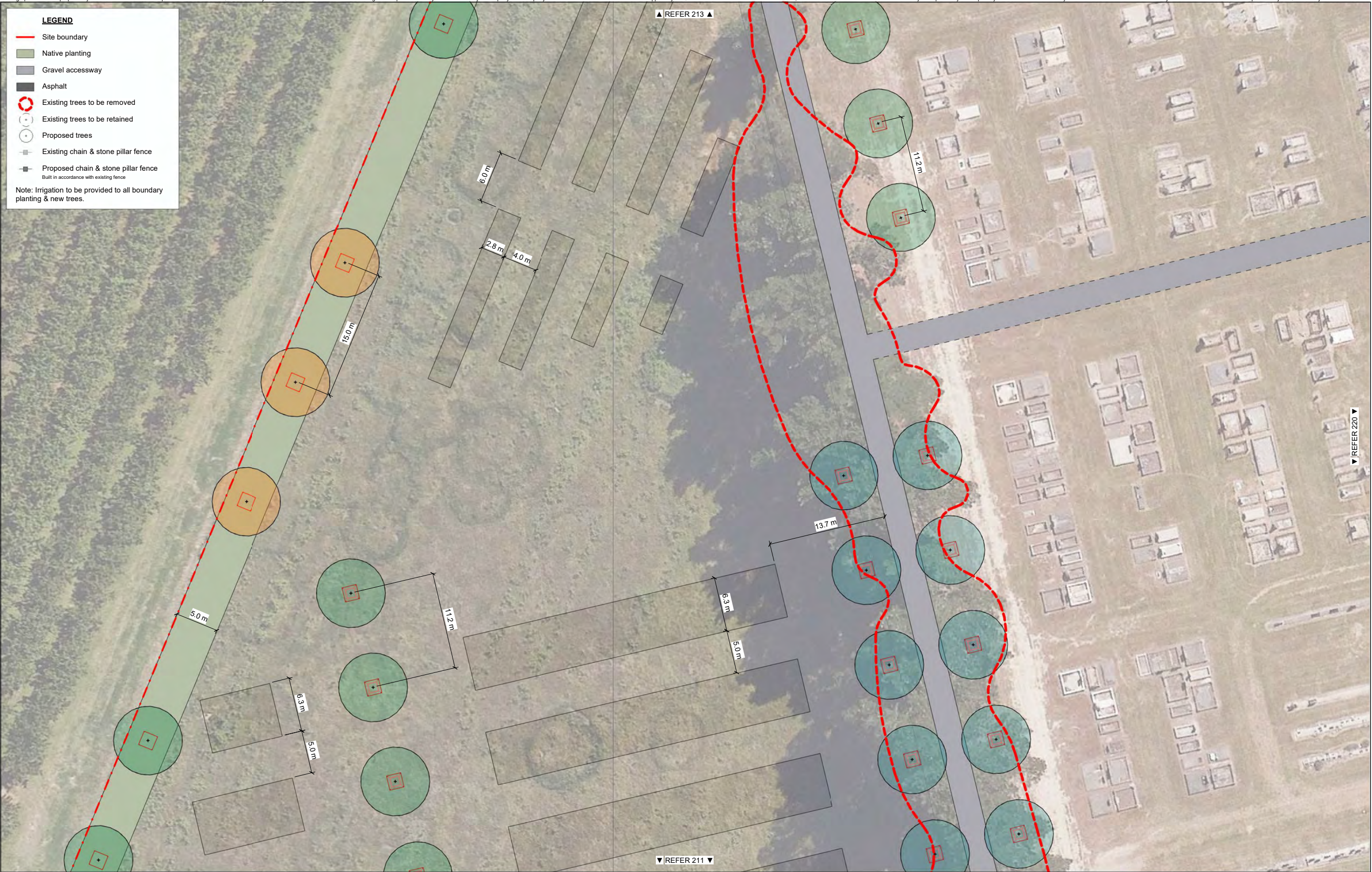
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Cromwell Cemetery
Development Plan

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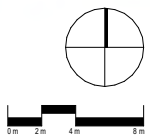
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Cromwell Cemetery
Development Plan

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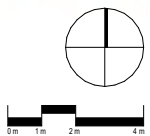
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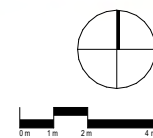
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Development Plan

General Arrangement
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Cromwell Cemetery Development Plan

General Arrangement
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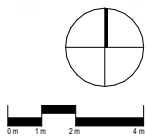
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General Arrangement
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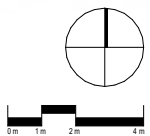
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General Arrangement
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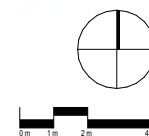
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**Cromwell Cemetery
Development Plan**

**General Arrangement
Sheet 07**

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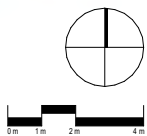
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- Native planting
- Gravel accessway
- Asphalt
- Existing trees to be removed
- Existing trees to be retained
- Proposed trees
- Existing chain & stone pillar fence
- Proposed chain & stone pillar fence

Note: Irrigation to be provided to all boundary planting & new trees.

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Cromwell Cemetery
Development Plan

General Arrangement
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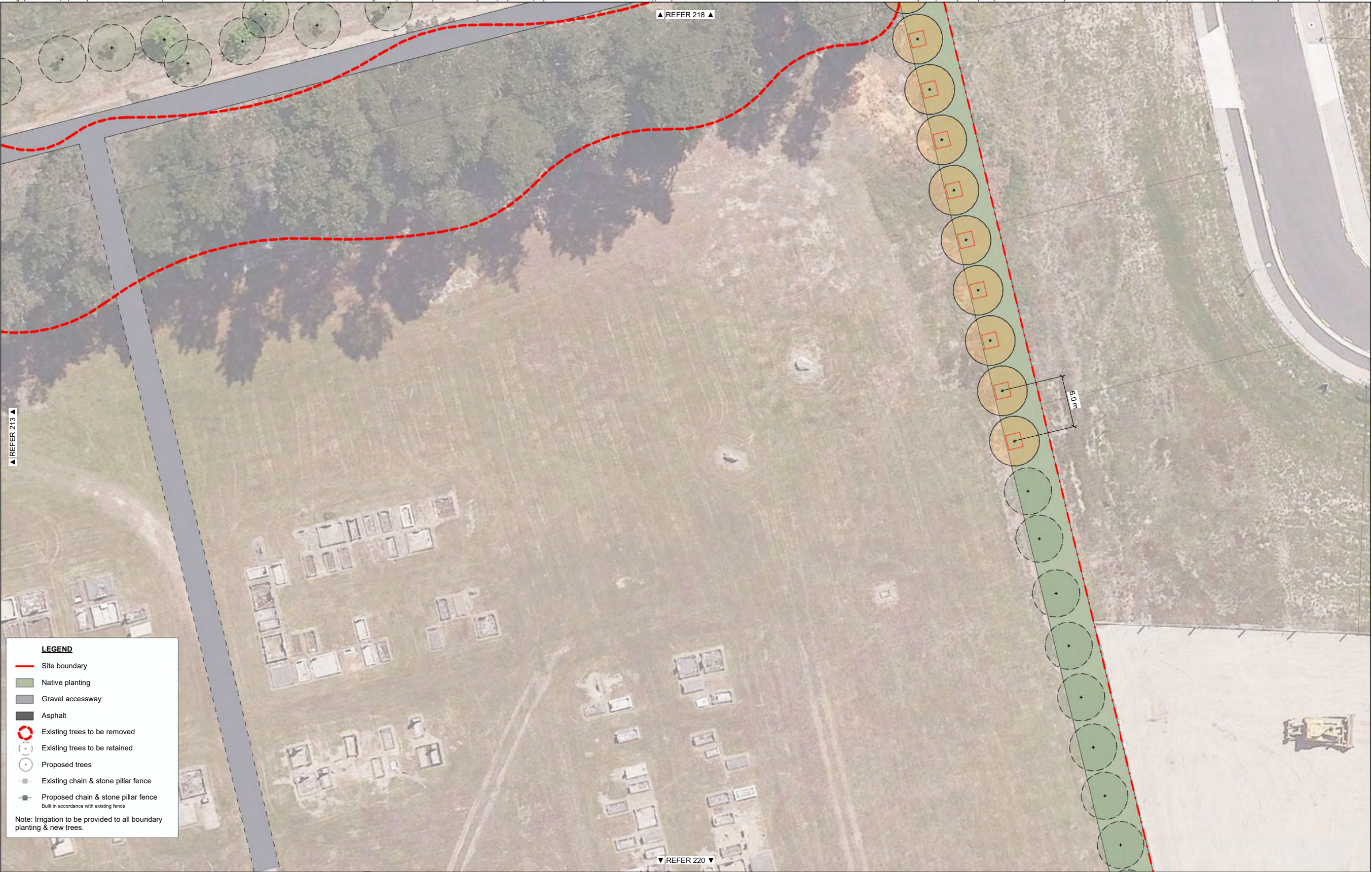
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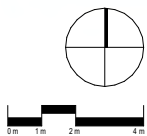
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Cromwell Cemetery
Development Plan

General Arrangement
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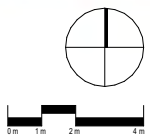
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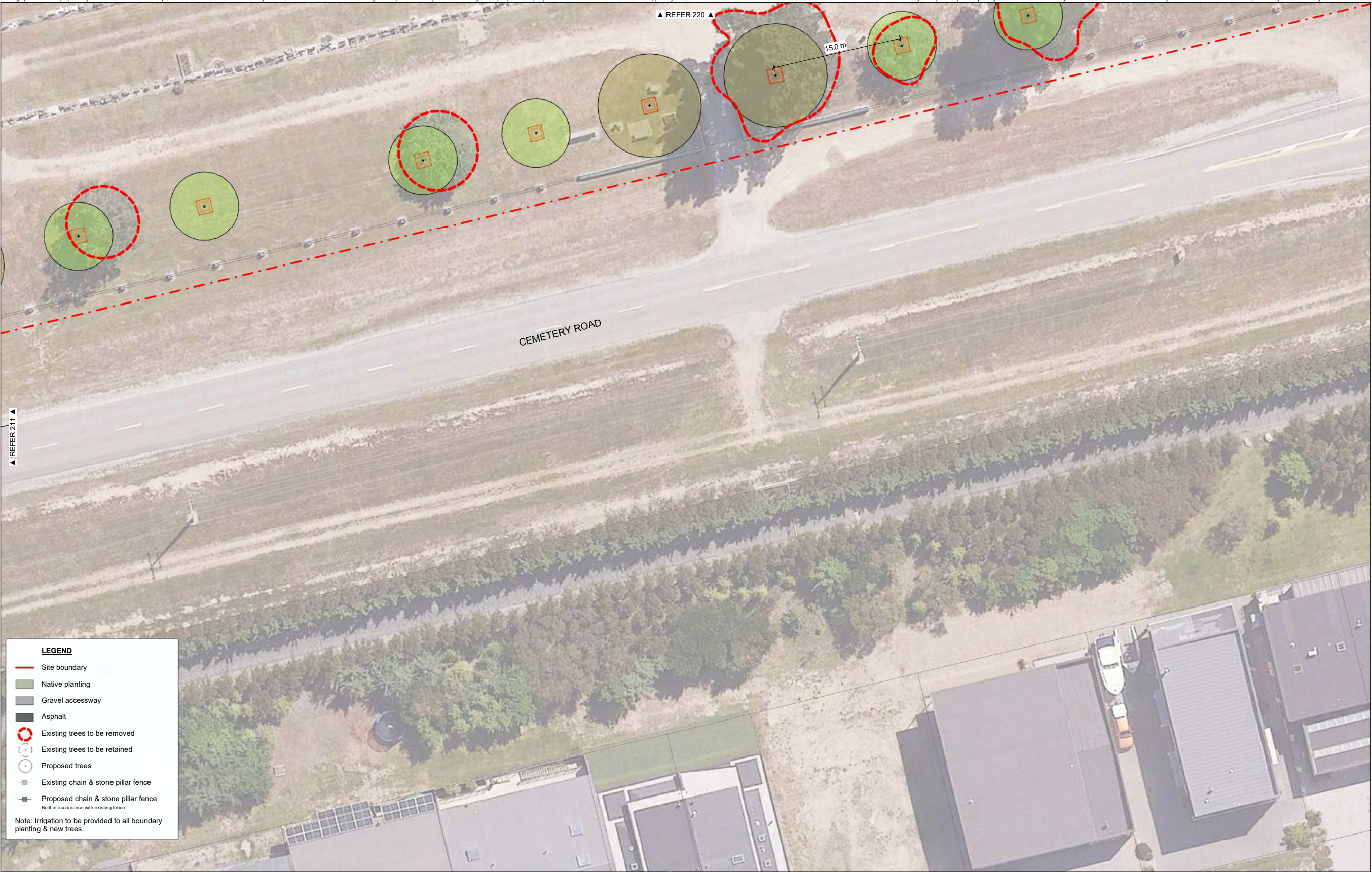
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Cromwell Cemetery
Development Plan

General Arrangement
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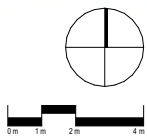
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Cromwell Cemetery
Development Plan

General Arrangement
Sheet 11

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LEGEND

-  Site boundary
-  Native planting
-  Gravel accessway
-  Asphalt
-  Existing trees to be removed
-  Existing trees to be retained
-  Proposed trees
-  Existing chain & stone pillar fence
-  Proposed chain & stone pillar fence

Built in accordance with existing fence

Note: Irrigation to be provided to all boundary planting & new trees.





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Cromwell Cemetery Development Plan

Planting Plan
Sheet 01

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REV	DATE	DESCRIPTION	APR
A	23.10.24	Draft Developed Design	APR
B	23.10.24	Draft Developed Design	APR
C	15.11.24	Updated Boundary	APR
D	28.03.25	Developed Design	APR

Cromwell Cemetery
Development Plan

Planting Plan
Sheet 02

Design

MHA

Scale

Date

Drawn

APR

1:200 @ A1

18.10.2024

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MHA

1:400 @ A3

Developed Design

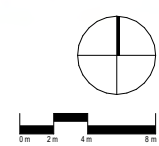
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BM210812_512

REVISION

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REV	DATE	DESCRIPTION
A	21.10.24	Draft Developed Design
B	23.10.24	Draft Developed Design
C	15.11.24	Updated Boundary
D	28.03.25	Developed Design

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**Cromwell Cemetery
Development Plan**

**Planting Plan
Sheet 03**

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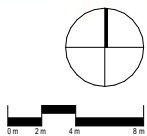
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Boffa Miskell

Printed 2/04/2025 10:00:34 am



REV	DATE	DESCRIPTION
A	21.10.24	Draft Developed Design
B	23.10.24	Draft Developed Design
C	15.11.24	Updated Boundary
D	28.03.25	Developed Design

Cromwell Cemetery
Development Plan

Planting Plan
Sheet 04

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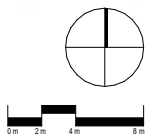
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B	23.10.24	Draft Developed Design
C	15.11.24	Updated Boundary
D	28.03.25	Developed Design

Cromwell Cemetery
Development Plan

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Planting Plan
Sheet 05

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B	23.10.24	Draft Developed Design	APR	23.10.24	Draft Developed Design	APR	23.10.24
C	15.11.24	Updated Boundary	APR	15.11.24	Updated Boundary	APR	15.11.24
D	28.03.25	Developed Design	APR	28.03.25	Developed Design	APR	28.03.25

Cromwell Cemetery

Development Plan

Planting Plan

Sheet 06

Scale

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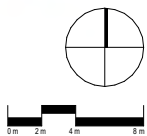
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B	23.10.24	Draft Developed Design
C	15.11.24	Updated Boundary
D	28.03.25	Developed Design

Cromwell Cemetery
Development Plan

Planting Plan
Sheet 07

Design	MHa	Scale	1:200 @ A1	Date	18.10.2024
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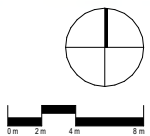
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B	23.10.24	Draft Developed Design
C	15.11.24	Updated Boundary
D	28.03.25	Developed Design

Cromwell Cemetery
Development Plan

Planting Plan
Sheet 08

Design	MHa	Scale	1:200 @ A1	Date	18.10.2024
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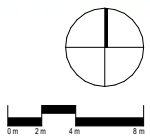
- Site boundary
- Native planting
- Existing trees to be retained
- Proposed trees
- Tree pit
- Root barrier

Note: Irrigation to be provided to all boundary planting & new trees.

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REV	DATE	DESCRIPTION
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B	23.10.24	Draft Developed Design
C	15.11.24	Updated Boundary
D	28.03.25	Developed Design

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Cromwell Cemetery
Development Plan

Planting Plan
Sheet 09

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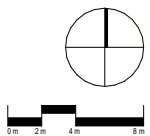
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REV	DATE	DESCRIPTION
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B	28.03.25	Developed Design

Cromwell Cemetery
Development Plan

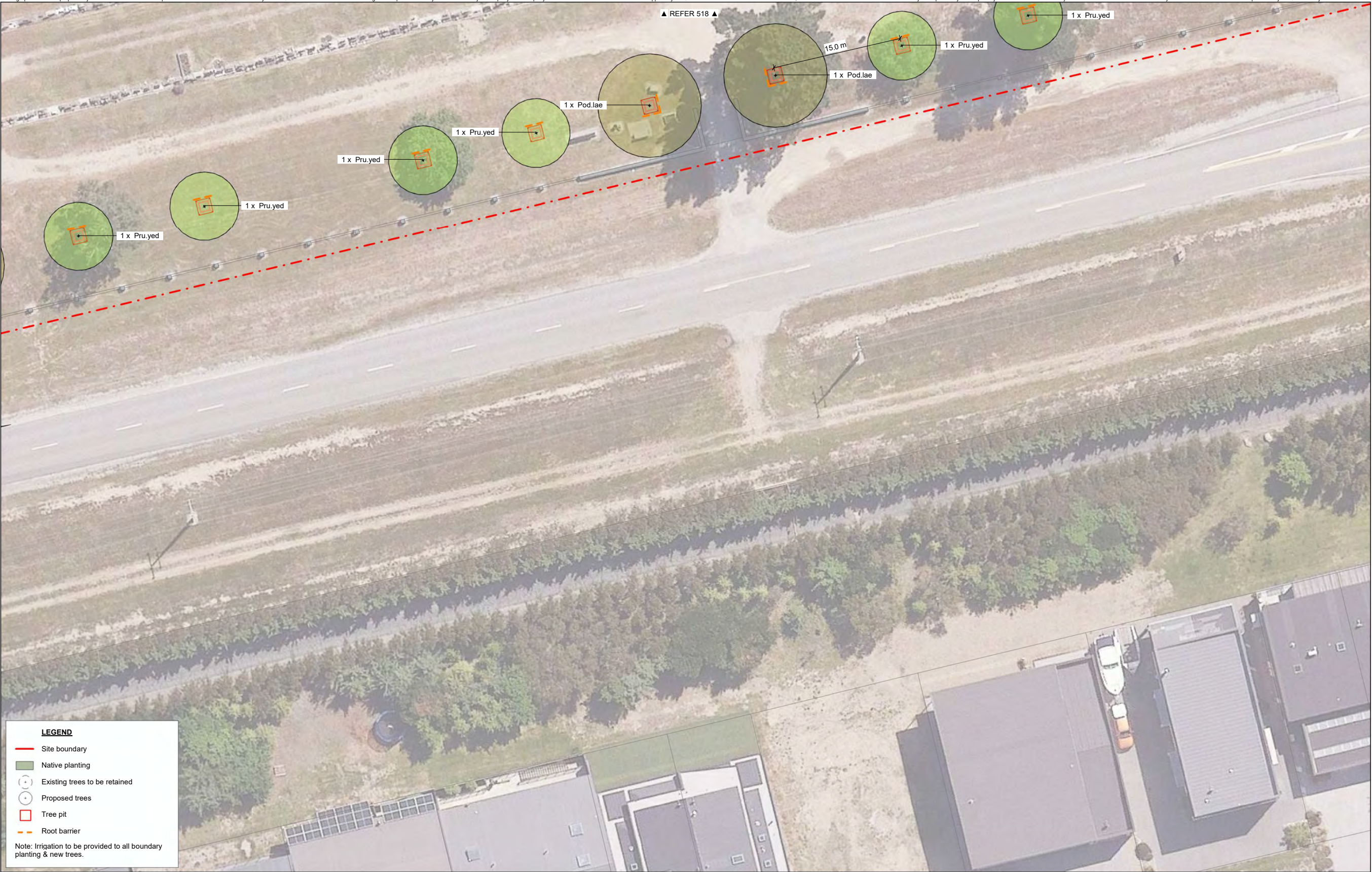
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Sheet 10

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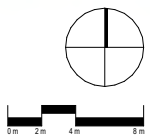
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REV	DATE	DESCRIPTION
A	15.11.24	Updated Boundary
B	28.03.25	Developed Design

Cromwell Cemetery
Development Plan

Planting Plan
Sheet 11

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Date
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A

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Draft Developed Design

C

15.11.24

Updated Boundary

D

28.03.25

Developed Design

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Cromwell Cemetery

Development Plan

Planting Schedule

Sheet 01

Design

MHa

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18.10.2024

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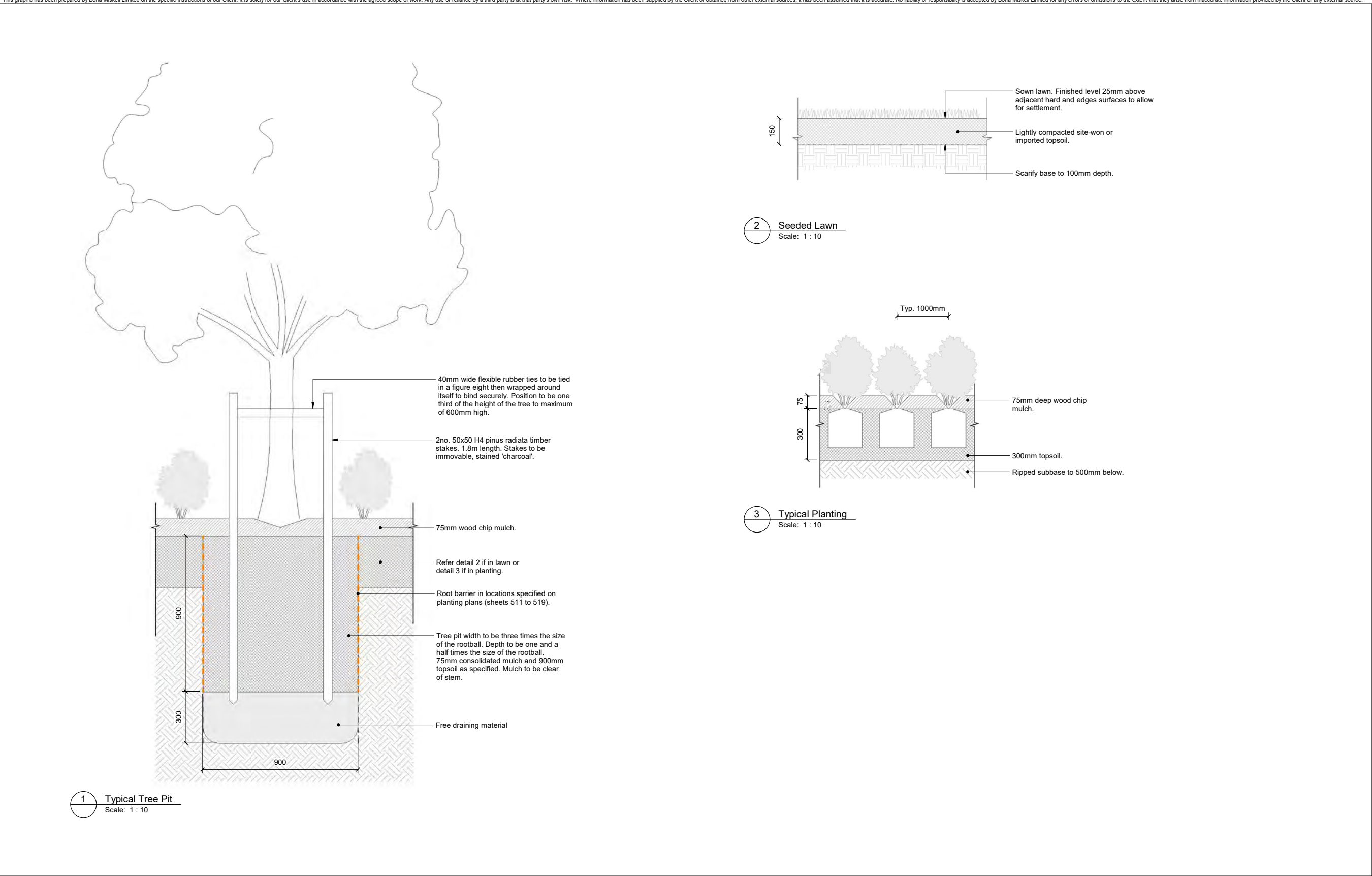
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REV	DATE	DESCRIPTION	APr
A	23.10.24	Draft Developed Design	APr

Cromwell Cemetery
Development Plan

Details - Planting

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25.3.7 ROAD NAME APPROVAL REPORT - SHANNON FARM

Doc ID: 2417567

Report Author:	Faye Somerville, Roading Administration Assistant
Reviewed and authorised by:	Louise van der Voort, Group Manager - Planning and Infrastructure

1. Purpose of Report

To consider a request to name eight roads in the Shannon Farm subdivision in Cromwell.

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees that the roads be named Infinity Drive, Vandervelden Crescent, Leyser Lane, Staccoto Close, Rainier Place, Goldrich Place, Springcrest Court and Sonnet Place.

2. Background

Eight new roads within the Shannon Farm subdivision, located off Ripponvale Road in Cromwell, require names.

Road naming within the district is guided by the 'Road Naming' policy set out in the Council's Roading Policies 2015, which aligns with the Australian/New Zealand Standard for Rural and Urban Addressing (AS/NZS 4819:2011).

Under this policy, developers must submit a preferred name for each road, along with two alternative names, for consideration and approval by the relevant Community Board.

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

- Consist of a single word or surname;
- Be non-offensive;
- Be easy to pronounce, spell, and understand.

Within the Central Otago District, proposed names must also:

- Not duplicate any existing road name;
- Not be similar in spelling or pronunciation to an existing road name.

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

3. Discussion

The roads requiring names are identified as Roads 1–8 on the attached plan (Appendix 1).

The developer's team has considered appropriate naming themes that reflect the character of the area and Cromwell's strong association with fruit growing. As part of this process, they have sought and received approval from the Leyser and Vandervelden families to use their surnames, acknowledging their long-standing connection to both Cromwell and the Shannon Farm development.

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

Road 1 – main road through Shannon Farm

Option	Name	Reason
1	Infinity Drive	Infinity Investment Group owns 50% of NZ Cherry Partnership which owns Shannon Farm. Infinity is the developer of Shannon Farm.
2	Fortune Drive	Variety of plum as the area is well known for growing stone fruit.

Road 2 – main road around Village Green

Option	Name	Reason
1	Vandervelden Crescent	Henry van der Velden owns 50% of NZ Cherry Partnership which adjoins Shannon Farm. Henry is a local businessman who has lived here for 40 years and has owned many businesses in the region.
2	Romance Crescent	Variety of cherry grown on the property and neighbouring property for over 25 years.

Road 3 – side road to sections that borders the cherry orchard

Option	Name	Reason
1	Leyser Lane	The Leyser family is the original farm owner since 1970 until the purchase of the land for the development.
2	Staccato Lane	Variety of cherry grown on the property and neighbouring property for over 25 years.

Road 4 – ROW to sections that borders orchard

Option	Name	Reason
1	Staccato Close	Stone fruit (cherry) as cherries are grown on the property and next door for over 25 years.
2	Rainier Close	Variety of cherry grown on the property and neighbouring property for over 25 years.

Road 5 – ROW to sections that borders orchard

Option	Name	Reason
1	Rainier Place	Variety of cherry grown on the property and neighbouring property for over 25 years.
2	Santina Place	Variety of cherry grown on the property and neighbouring property for over 25 years.

Road 6 – ROW to sections that borders orchard

Option	Name	Reason
1	Goldrich Place	Variety of cherry grown on the property and neighbouring property for over 25 years.
2	Goldmine Place	Carrying on with the stone fruit theme (peach variety) grown in the area of Cromwell.

Road 7 – ROW to sections that borders orchard

Option	Name	Reason
1	Springcrest Court	Carrying on with the stone fruit theme (peach variety) grown in the area of Cromwell.
2	Redhaven Court	Carrying on with the stone fruit theme (peach variety) grown in the area of Cromwell.

Road 8 – ROW

Option	Name	Reason
1	Sonnet Place	Carrying on with the stone fruit theme (peach variety) grown in the area of Cromwell.
2	Samba Place	Carrying on with the stone fruit theme (peach variety) grown in the area of Cromwell.

4. Financial Considerations

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

5. OptionsOption 1 – (Recommended)

Name the roads listed 1-8 as proposed.

Advantages:

- Names are the preferred choice of the developer.
- Names acknowledge family history, developer investment and agricultural significance.
- Names comply with the Council policy.

Disadvantages:

- None identified

Option 2

Select alternative names provided in list above.

Advantages:

- Names comply with Council policy.
- Names acknowledge agricultural/horticultural significance to the region.

Disadvantages:

- Names are alternative names provided by the developer.

Option 3

Decline the names provided by the developer and select names from the approved road name lists (attached as Appendix 2 and 3).

Advantages:

- Names comply with Council policy.

Disadvantages:

- Names are not the preferred choice of the developer.

6. Compliance

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

7. Next Steps

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

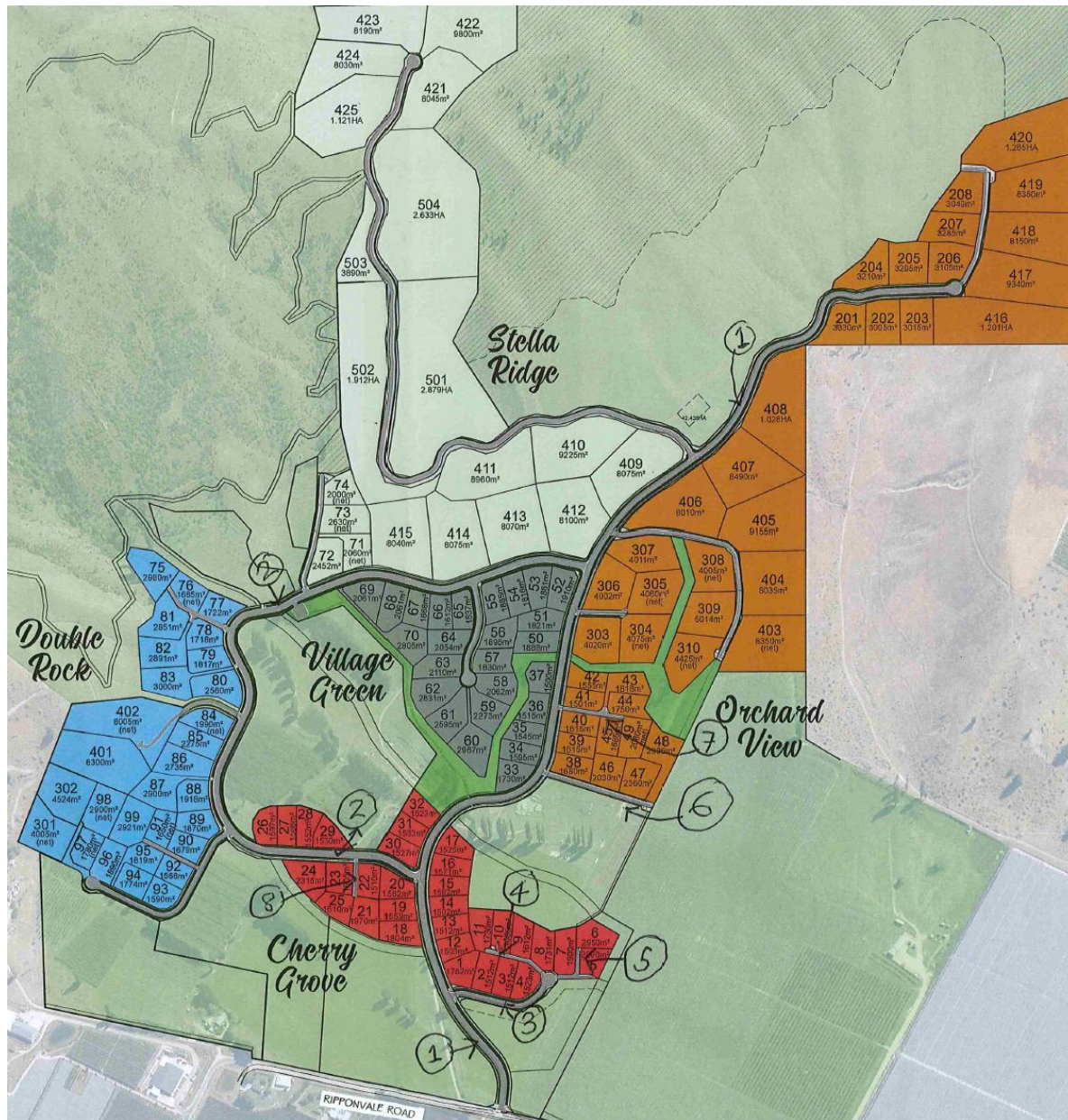
8. Attachments

Appendix 1 - Plan - Shannon Farm Stage 1 .docx [↓](#)

Appendix 2 - Cromwell Community Board list of approved road names.docx [↓](#)

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

Appendix 1



Road	Preferred Name	Alternative
1	Infinity Drive	Fortune Drive
2	Vandervelden Crescent	Romance Crescent
3	Leyser Lane	Staccato Lane
4	Staccato Close	Rainier Close
5	Rainier Place	Santina Place
6	Goldrich Place	Goldmine Place
7	Springcrest Court	Redhaven Court
8	Sonnet Place	Samba Place

Cromwell Area Road Name Options*Bannockburn*

Name	Definition or Place of Origin
Cowan	Farm manager of Kawarau Station for a long period.
Craig Roy	A potential name for the access way to Craig Roy farm. <i>Note: Council Roading Policies do not encourage road names of more than one word.</i>
*Bilton	John Bilton – Operated Cromwell's first radio station, 4CZ (private lane named "Bilton Lane" but no formal process).
Dicey	Robin Dicey – local resident and well known winegrowing identity.
Dow	Fallen soldier in World War I (from the Nevis).
Go By	A former gold mine at Carrick.
Heart of Gold	A former gold mine at Carrick.
John Bull	A former gold mine at Carrick.
Lucknow	A former gold mine at Carrick.
Matheson	Fallen soldier in the World Wars (from the Nevis).
McElroy	Farming family – Hawksburn Station (Ron McElroy). Mr A McElroy was an elected member on the Vincent County Council in the 1940's.
Menzies	John Menzies and David Stewart built the dam at Stewart Town that supplied the miners with water; William Menzies owned the Nevis Hotel; his descendants still live in the area.
Nil Desperandum	A former gold mine at Carrick.
Point d'Or	A former gold mine at Carrick.
Royal Standard	A former gold mine at Carrick.
Struthers	Fallen soldier in World War II (from the Nevis).
Williamson	Fallen soldier in World War II (from the Nevis).

Northburn

Name	Definition or Place of Origin
Lake	Former farmers at Northburn Station for a short period of time.
Pinckney	Farmers at Northburn Station.

Tarras

Name	Definition or Place of Origin
Aurora	A former gold mine at Bendigo.
Beverley	Fallen soldier in the World Wars (from the Lindis Pass).
Brennan	Fallen soldier in the World Wars.
Cowie	A long term farming family in the area ('Willie Wong') was part of this family). Colin Cowie – A well known school teacher.
Davidson	A local farming family; Ron Davidson was a Vincent County Council Chairperson.
Emmerson	Russell Emmerson – Local farmer (Forest Range Station).
Gaudin	Fallen soldier in the World Wars.
Goodman	Fallen soldier in the World Wars.
Helm	Fallen soldier in the World Wars.
Hyde	Fallen soldier in the World Wars.
Jenkins	A local farming family (Morven Hills & Malvern Downs Stations).
Lucas	A local farming family (former owners of Bendigo Station).
MacGibbon	Fallen soldier in the World Wars.
McAughtrie	Fallen soldier in the World Wars.
Purvis	A local farming family (Cluden Station); son was an All Black.
Snow	Max & Madge Snow – local farmers (Morven Hills Station).
Waide	Fallen soldier in the World Wars.

Wong	Willie Wong – local identity.
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Pisa

Name	Definition or Place of Origin
McCall	Fallen soldier in the World Wars
Mt Koinga	A 'bump' in the Dunstan Mountains, near Bendigo that is viewed from Gilmore Road (across the lake in the Pisa area).

Lowburn

Joblin	Fallen soldier in the World Wars
Stene	Nordal Stene - local identity; he and his wife were ardently against the Dam

Cromwell

Bella	Bella McElligott (nee Hansen) – a local identity who was a staunch Labour supporter; she lived in the mouth of the Kawarau Gorge. <i>This is a first name – does not fit criteria.</i>
Behrens	M Behrens – Former Mayor of Cromwell (1881-1883). (N.B. A barn in Old Cromwell Town is named after Mr Behrens)
Colclough	C Colclough – Former Mayor of Cromwell (1878-1881).
Corse	Local doctor
Cox	Two generations of local chemists
Escort	Reference unknown – from the Community Board's existing "unused road/street name list"; potentially a reference to the 'police escort' of gold from the area.
Ewart	Reference unknown – from the Community Board's existing "unused road/street name list"
Ewing	Fallen soldier in the World Wars
Girvan	Fallen soldier in the World Wars
Hitchcock	Isabella Hitchcock was the first teacher in Queensbury
Holmes	Unsure of origin
Horn	James Horn – Local entrepreneur and member of Parliament; was a shareholder in the 'Lady Ranfurly' gold dredge (N.B. There is a mountain peak on the Dunstan Range called Horn)
How-Johns	A long-standing local family. <i>Hyphen does not fit criteria.</i>
Kilgour	Established the Bell-Kilgour goldmine; The Kilgour family has been involved in mining for four generations.
Kloogh	Fallen soldier in the World Wars
Love	Fallen soldier in the World Wars
Mangos	Leo Mangos – Local carpet layer and business owner; Borough Councillor and CCB 2007.
McCraken	T McCracken – Former Mayor of Cromwell (1889-1891).
McKechnie	Fallen soldier in the World Wars
McMahon	Doctor served in Vietnam.
McNamara	Well known local family; Community Board member 2007.
Mills	Fallen soldier in the World Wars
Mooney	Fallen soldier in the World Wars
Morris	Local doctor.
Munro	James Munro – Former Mayor of Cromwell (1950-1951). <i>This name currently is used in Tarras.</i>
Murrell	E Murrell – Former Mayor of Cromwell (1905-1913)
Orr	Former dredge master.

Pretsch	K Pretsch – Former Mayor of Cromwell (1897-1899).
Pryde	A former local identity involved in a number of mining venture.
Rooney	T Rooney – Former Mayor of Cromwell (1895-1897).
Skinner	L R Skinner – Former Mayor of Cromwell (1956-1958).
Stumbles	Well known family; grocers shop on the main street.
Tidey	Fallen soldier in the World Wars.
Ussher	Ron Ussher – Local wool and skin buyer; Borough Councillor and CCB 2007; philanthropist.
Walsh	Fallen soldier in the World Wars.
Whetter	W Whetter – Former Mayor of Cromwell (1868-1869).
Wrightson	Fallen soldier in the World Wars.

Generic Names and Terms:

Beech	Trees originally found in district.
Bracken	Shrubs originally found in district.
Manuka	Trees originally found in district.
Marram	Native grass
Norfolk	Trees originally found in district.
Redwood	Trees originally found in district.
Alpine	Landscape reference
Plantation	Landscape reference
Tirau	Place name: The pre-European name for Cromwell, meaning “place of many cabbage trees.” Allegedly groves of cabbage trees were planted as markers for travelling routes. As they did not grow naturally in the area, they stood out in the landscape (and provided an additional source of food).
Herringbone	Type of alluvial mining – This name was selected (but not used) in the 1978 Cromwell street naming competition.
Kells	Place name – A town in County Meath, Southern Ireland.
Omega	Place name – Alpha and Omega were also gold mining towns in California (est. in the 1850's) - both towns were mostly engulfed by hydraulic diggings; Last letter of the Greek alphabet. Omega is also a variety of plum.
Pontoon	Part of a mining dredge – The name was selected (but not used) in the 1978 Cromwell street naming competition.
Roscommon	A place name – A county in Northern Ireland.
Mica	Geological term – A shiny silicate mineral used as a thermal or electric insulator; is readily found in schist rock.
Anvil	From gold mining/pioneering era – a hard metal block used by farriers, etc.
Buggy	From gold mining/pioneering era – A horse drawn buggy.
Bullion	From gold mining/pioneering era – bullion traditionally stands for gold bars.
Ingot	From gold mining era – a gold ingot is refined metallic gold.
Shaft	From gold mining era – gold mine shaft

Māori names associated with the Central Otago Region	
Common name	Known as
	Geology
Kurupaku	Otago Schist
Mauka	Mountains in Otago
	Lizards
Kawariki	Jewelled gecko
Karara-moko-huruhuru	Green lizard
Karara-mokomoko	Kind of lizard
Karara-papani	Kind of lizard
Mokomoko	Kind of lizard
Mokopapa	Tree lizard, poss. <i>Hoplodactylus</i> spp.
Toropahiki	Grass lizards
	Birds
Pihohi	NZ pipit
Whioi	NZ pipit
Kātaimai	NZ pipit
Manu kahaki	NZ pipit
Hiwaiwaka	Fantail
Pitakataka	Fantail
Titakataka	Fantail
Titaiwaka	Fantail
Riroriro	Grey warbler, <i>Gerygone igata</i>
Tata	Brown duck
Hoho	Duck
Parera	Grey duck, wild duck
Parera-kowhio	Blue mountain duck
Pateke	Teal
Kahu	Harrier hawk
Pouakai	Bush hawk, <i>Falco novaseelandiae</i>
Kaireka	Skylark
Pakeha piopio	Skylark
Pioioi	Lark, ground lark
Kaka	Parrot
Kakariwai	Robin
Kakaruai	Robin
Totoara	Robin
Weka	Weka
Kea	Parrot, <i>Nestor notabilis</i>
Kārearea	Sparrowhawk/Falcon
Kaeaea	Sparrowhawk/Falcon
Karewarewa	Sparrowhawk/Falcon
Kiwi	Kiwi, <i>Apteryx</i> spp.
Koreke	Quail
Miromiro	Tomtit, <i>Petroica macrocephala</i>
Pakura	Swamp hen, swamp turkey

Pukaki	Swamp hen, swamp turkey
Pukeko	Swamp hen, swamp turkey
Peopeo	Morepork, <i>Ninox novaseelandiae</i>
Piopio	Morepork, <i>Ninox novaseelandiae</i>
Putakitaki	Paradise duck
Rerewaka	Pied stilt
Tatariki	Yellowhead, <i>Mohoua ochrocephala</i>
Titiripounamu	Rifleman, <i>Acanthisitta chloris</i>
Tutaki	Thrush, <i>Bowdleria punctata</i>
	Fish
Piharau	Lamprey
Kanakana	Lamprey
Kanakana-wairaki	Young lamprey
Wairiki	Young lamprey
Tuna	Eel, <i>Anguilla</i> spp.
Tunahau	Eel
Tunaheke	Eel
Arokehe	Eel
Hao	Eel
Horepara	Eel
Mairehe	Kind of eel, <i>Anguilla</i> spp.
Kirirua	Big black eel, <i>Anguilla</i> spp.
Kokekehe	Kind of eel, <i>Anguilla</i> spp.
Korakiraki	Kind of eel, <i>Anguilla</i> spp.
Papaaka	Kind of eel, <i>Anguilla</i> spp.
Punuatuna	Young eels
Hiwihiwi	Freshwater fish
Kokopala	Freshwater fish, <i>Galaxias</i> spp.
Panako	Freshwater fish, poss. <i>Galaxias</i> spp.
	Invertebrates
Awheto	Insect
Purehurehu	Insect
Pukawerewere	Spiders, general term for most insects
Kata	Snail
Pāpapa	Tiger beetle/Cockroach/Slater
Hakopa	Ladybird
Kikihiwaru	Dragon fly
Mahitihiti	Grasshopper
Pakau	Kind of grasshopper
Namu	Sandfly
Pongarongaro	Gnats or midges
Rongaronga	Midges
Popokorua	Ants
Upokorua	Ants
Waerau	Centipede
Wairo	Daddy-long-legs

Wairua-takata	Moths
	Mammals
Hea	Hare
Hipi	Sheep
Hoiho (Can)	Horse
Kuri	Dogs
Ruarangi	Maori dog
Naninani	Goat
Poaka	Wild pig
Pouhawaiki	English rat, <i>Rattus spp.</i>
Pohowaiki	English rat, <i>Rattus spp.</i>
Rapiti	Rabbit
	Plants
Apora (Can)	Apple
Hapura (Mur)	Apple
Aruhe	Fernroot, <i>Pteridium spp.</i>
Rarauhe	Fernroot, <i>Pteridium spp.</i>
Rauaruhe	Fernroot, <i>Pteridium spp.</i>
Aruhe-rakau	Fernroot, prob. <i>Pteridium spp.</i>
Haka	Vine, prob. white <i>Clematis spp.</i>
Popohue	Vine, white <i>Clematis</i>
Popuhua	Vine, white <i>Clematis</i>
Hokokuku	Vine, <i>Clematis spp.</i>
Pikiarero	Vine, <i>Clematis spp.</i>
Korokio	Shrub, <i>Corokia cotoneaster</i>
Korokio tāraŋga	Shrub, <i>Corokia cotoneaster</i>
Hakeke	Tree daisy, <i>Olearia ilicifolia</i>
Haki	Native Holly, <i>Olearia ilicifolia</i>
Pekapeka	Tree daisy
Hakihaki	Tree
Harakeke	Flax, <i>Phormium tenax</i>
Harareke	Flax, <i>Phormium tenax</i>
Pao	Kind of flax, <i>Phormium spp.</i>
Takirikau	Kind of flax, prob <i>Phormium spp.</i>
Kakaha	Bush flax
Wharariki	Mountain flax, <i>Phormium cookianum</i>
Horopito	Pepper tree, prob. <i>Pseudowintera colorata</i>
Inaka	Spider plant tree, <i>Dracophyllum sp.</i>
NeiNei	Spider plant tree, <i>Dracophyllum sp.</i>
Kapuka	Broadleaf tree, prob. <i>Griselinia littoralis</i>
Karamu	Shrub, <i>Coprosma spp.</i>
Mikimiki	<i>Coprosma spp.</i>
Mingimingi	<i>Coprosma spp.</i>
Hūpiro	<i>Coprosma spp.</i>
Kio kio	Fern, prob. <i>Blechnum spp.</i>
Kirimoko	Small manuka, <i>Leptospermum sp.</i>

Kilimoko	Small manuka, <i>Leptospermum</i> sp.
Kohai	Tree, <i>Sophora</i> spp.
Kowhai	Tree, <i>Sophora</i> spp.
Goai	Tree, <i>Sophora</i> spp.
Tōtara	Tree, Totara
Kokomuka	Shrub, <i>Veronica/Hebe</i> spp.
Koromiko	Shrub, <i>Veronica/Hebe</i> spp.
Kuta	Cress, watercress
Mania	Tussock
Pātītī	Silver tussock, <i>Poa</i> sp.
Mauku	Common tussock, <i>Poa</i> spp.
Pupatiti	Kind of tussock
Tarahikoau	Kind of tussock
Toetoe	Toetoe
Mata	Kind of toetoe, poss. <i>Cortaderia</i> spp.
Makomako	Tree, <i>Aristotelia serrata</i>
Taramea	Spaniard grass, <i>Aciphylla</i> sp.
Papaii	Kind of speargrass, <i>Aciphylla</i> spp.
Ti kōuka	Cabbage tree, <i>Cordyline</i> spp.
Ti-whanake	Cabbage tree, <i>Cordyline</i> spp.
Kauru	Cabbage tree, <i>Cordyline</i> spp.
Ti-whanake	Cabbage tree, <i>Cordyline</i> spp.
Tauhinu	Cottonwood, <i>Ozothamnus leptophyllus</i>
Raukaua	Tree, <i>Raukaua simplex</i>
Houhere	Mountain ribbonwood, <i>Hoheria glabrata</i>
Whauwhau	Mountain ribbonwood, <i>Hoheria glabrata</i>
Whauwhi	Mountain ribbonwood, <i>Hoheria glabrata</i>
Tawai	Silver beech, <i>Nothofagus menziesii</i>
Tawhai	Silver beech, <i>Nothofagus menziesii</i>
Tirowhārangi	Silver beech, <i>Nothofagus menziesii</i>
Tawhairauriki	Black beech, <i>Nothofagus solandri</i>
Tawairauriki	Black beech, <i>Nothofagus solandri</i>
Hututawai	Red beech, <i>Nothofagus fusca</i>
Hutu	Red beech, <i>Nothofagus fusca</i>
Tawhairaunui	Red beech, <i>Nothofagus fusca</i>
Tūmatakuru	Wild Irishman, <i>Discaria toumatou</i>
Taunoka	Native broom bush
Pinātoro	NZ Daphne
Wharengāngara	NZ Daphne
Pānako	Thread fern
Tāwiniwini	Snowberry, <i>Gaultheria</i> spp.
Koropuka	Snowberry, <i>Gaultheria</i> spp.
Takapo	Snowberry, <i>Gaultheria</i> spp.
Taupuku	Snowberry, <i>Gaultheria</i> spp.
Mānuka rauriki	Kanuka
Pōpōhue	Wire vine, <i>Muehlenbeckia complexa</i>

Tororaro	Wire vine, <i>Muehlenbeckia complexa</i>
Wackāhu	Wire vine, <i>Muehlenbeckia complexa</i>
Puka	Wire vine, <i>Muehlenbeckia australis</i>
Ninia	Everlasting daisy, <i>Helichrysum lanceolatum</i>
Tātaraheke	Vine Bush lawyer, <i>Rubus</i> sp.
Tātarahika	Lawyer vine, <i>Rubus</i> spp.
Tataramoa	Kind of bramble <i>Rubus</i> spp.
Tarakupenga	Lycopodium/Club moss
Mingi	Shrub, <i>Leucopogon</i> sp.
Kaiwhiria	NZ Jasmine, <i>Parsonsia capsularis</i>
Tōtorowene	NZ Jasmine, <i>Parsonsia capsularis</i>
Tōtoroene	NZ Jasmine, <i>Parsonsia capsularis</i>
Kaikū	NZ Jasmine, <i>Parsonsia capsularis</i>
Tawhiwhi	NZ Jasmine, <i>Parsonsia capsularis</i>
Kohuhu	Tree, <i>Pittosporum tenuifolium</i>
Tarata	Tree lemonwood, <i>Pittosporum eugenoides</i>
Hinahina	Tree, Mahoe
Piripiriwhata	Tree, Marbleleaf
Māpau	Tree, Matipo
Miro	Tree, Miro
Toromiro	Tree, Miro
Rautawhiri	Tree, Rautawhiri
Wīwī	Rush
Mākaka	Saltmarsh
Runa	Saltmarsh
Rautawhiri	Rautawhiri
Pirita	Supplejack
Kōtukutuku	Tree fuchsia
Okaoka	Stinging nettle
Ongaonga	Stinging nettle
Paku	Kind of moss
Piripiri	Plant, kind of <i>Acaena</i> spp.
Hutuwai	Plant, kind of <i>Acaena</i> spp.
Bidibidi	Plant, kind of <i>Acaena</i> spp.
Pitau	Part of raupo or koareare
Poroporo	Maori gooseberries, <i>Solanum</i> spp.
Puha	Sowthistle, ordinary kind, bush thistle
Pukio	Plant/grass, poss. <i>Carex secta</i>
Pukiu	Plant/grass, poss. <i>Carex secta</i>
Purau	Plant, poss. <i>Bulbinella</i> spp.
Tarutaru	Grass
Taru whenua	Ordinary grass of the plains
Tikapu	Mountain lily
Tikumu	Mountain daisy, <i>Celmisia</i> spp.
Wiwi	Rushes, poss. <i>Juncus</i> spp.

25.3.8 CROMWELL GOLF CLUB - FUNDING REQUEST

Doc ID: 2418501

Report Author:	Helen Giles, Property and Facilities Officer (Cromwell)
Reviewed and authorised by:	David Scoones, Group Manager - Community Experience

1. Purpose of Report

To consider a request from the Cromwell Golf Club for financial assistance with the purchase of a new Turf Cutter using funds held in the Club's Fund Account.

Recommendations

That the Cromwell Community Board

- A. **Receives** the report and accepts the level of significance.
- B. **Recommends** that the Board approves funding of \$6,950.00 (exc. GST) from the Cromwell Golf Club fund to assist with the removal of the trees, subject to the provision of a copy of the invoice for the removal of the trees being submitted to staff.

2. Background

The Cromwell Golf Club currently leases land situated on a Part Section Block XCII Town of Cromwell comprising 22.279 ha.

In terms of the Reserves Act 1977, the former Cromwell Borough Council established fund accounts for each of the clubs that leased Council reserve land. Each club fund account is funded by the annual rentals that the club pays for the land.

The purpose of the fund accounts is to enable the lessees to build up a capital development fund able to be called upon to spend on their particular reserve/facilities for specific projects. Use of the fund is subject to approval by the Cromwell Community Board.

The balance of the Cromwell Golf Club Fund Account as of 20 March 2025 is \$8,825, with an additional rental income received on top of the reserve balance of \$6,290 (payment dated 11 March 2025)

3. Discussion

Attached is a letter (see Appendix 1) from the Cromwell Golf Club requesting funds to purchase a new turf cutter that will enhance the quality of the course and provide a better experience for the members and visitors. The Club states that the cutter will be used on the

Council's reserve land it leases, as well as the Club's freehold land that makes up the balance of the golf course.

The club gained two quotes from reputable suppliers and the quoted rates ranged from \$12,100 to \$13,900 exc. gst. Their preferred supplier is Power Turf and attached (see Appendix 2) is the quote from Power Turf for the preferred turf cutter which is a Classen SC-18A Gear Drive Sod cutter. Power Turf are the preferred supplier because an excellent reputation for quality, the product is readily available, and the club has a strong working relationship with the supplier.

The total cost is \$13,900 exc. GST and the club will finance the remaining balance themselves.

4. Financial Considerations

The Club's annual rentals have been accumulating within the account and the Club has sufficient money to provide for recommended funding of \$6,950.00 exc GST.

5. Options

Option 1 – (Recommended)

The Board approves the request for funding from the Cromwell Golf Club's fund account to assist with the purchase of a new turf cutter.

Advantages:

- The club can use the funds that have accumulated within its fund account to assist with the redevelopment of the Club's facilities.
- Improvement and sustainability of a safe golf course environment.

Disadvantages:

- The funds will be diminished by \$6,950 plus GST for future projects which might be required.

Option 2

The Board declines the request for funding from the Cromwell Golf Club's fund account to assist with the purchase of a new turf cutter.

Advantages:

- The fund remains intact for future projects.

Disadvantages:

- The purpose of the Club's fund account is to accumulate funds to assist with the redevelopment of the Club's facilities, and the removal of trees is not directly facility redevelopment. However, the turf cutter is an item of plant that directly contributes to upkeep and redevelopment of the course.

- The decision to decline the funding request would be inconsistent with previous Board decisions to provide funds as requested by the club facility development
- If the Board declined the request, the Club would need to raise additional funding to assist with the tree removal and replacement costs.
- The improved quality of the fairways and tee blocks would be compromised without the purchase of this equipment.

6. Compliance

Local Government Act 2002 Purpose Provisions	<p>This decision enables democratic local decision making and action by, and on behalf of communities by meeting the current and future needs of communities for good quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost effective for households and business.</p> <p>Providing funding towards the new Turf Cutter will enable the fairways and tee blocks to be maintained to a higher standard.</p>
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Not applicable in this instance.
Considerations as to sustainability, the environment and climate change impacts	Not applicable due to the specialist nature of this equipment and limited supply options.
Risks Analysis	There are no risks associated with the request for funding from the Club's account.
Significance, Consultation and Engagement (internal and external)	The proposal does not exceed any of the thresholds nor meet any of the criteria in the Significance and Engagement Policy and public consultation is not considered required.

7. Next Steps

- Inform Cromwell Golf Club of the Board's decision.
- Payment of the \$6,950 exc GST to be processed on receipt of a copy of the invoice.

8. Attachments

Appendix 1 - Cromwell Golf Club - Turf Cutter funding request letter.pdf [↓](#)

Appendix 2 - Cromwell Golf Club - Turf cutter Quote - Feb 25.pdf [↓](#)



Cromwell Golf Club (Inc)

Established 1903

"Great golf is a matter of club selection"

PO Box 27, Cromwell 9342
Central Otago, New Zealand
Phone: 03 445 0165
Email: cromwell@cromwellgolf.co.nz
Web: www.cromwellgolf.co.nz

25 February 2025

The Chief Executive
Central Otago District Council
PO Box 122
Alexandra 9320

Re: Reserve Fund Application – Cromwell Golf Club

To whom it may concern

Cromwell Golf Course Incorporated would like to apply to draw \$6,950 from its Reserve Fund to purchase a turf cutter.

We are writing to request funding assistance from the Central Otago District Council's reserve fund to purchase a turf cutter for the Cromwell Golf Club.

Purpose of the Turf Cutter: The turf cutter will be used to undertake fairway and tee improvements. This equipment will enable us to efficiently manage and enhance the quality of our course in a timely manner, providing a better experience for our members and visitors.

Financial Benefits: Purchasing a turf cutter represents a long-term saving for the Club. Currently, we spend between \$14 and \$20 per square meter on turf. By having our own turf cutter, we can avoid these costs. The alternative of seeding and growing grass in situ is a lengthy process. Owning our own turf cutter will allow us to establish a turf nursery on site, resulting in a faster and more effective improvement in the look and feel of the course with minimal down time.

Request for Funding: We are seeking 50% of the purchase price from the Council, given your ownership stake in the course. This partnership will ensure that both the Club and the Council benefit from the enhanced quality and cost savings.

Attached are two quotes. We recommend the Classen SC-18A Gear Drive Sod cutter from Power Turf because the equipment is of excellent quality, readily available, and we have a strong working relationship with the supplier, ensuring ongoing benefits for both parties.

We appreciate your consideration of our application and look forward to discussing this further. Thank you for your continued support of Cromwell Golf Club.

Please do not hesitate to contact me should you have any questions regarding this funding application.

Sincerely,

Jolanda Foale
Manager
Cromwell Golf Club



Phone. 03 310 0000
 Parts. 0800 887 337
 GST No. 101-305-058
www.powerturf.co.nz

Cromwell Golf Club
 Neplusultra Street
 Cromwell
 Attn: Jud Rawcliffe

13/2/25

Dear Jud,

Thanks for your enquiry regarding a suitable turf cutter for the Cromwell Golf Club.
 Please find enclosed all key information including pricing and lead time availability.

The below pricing is fixed based upon current stock on order and due in late February 2025, and valid while stocks last.
 We have 2 units still available.

Classen SC-18A Gear Drive Sod cutter

GX160 – 5.5hp engine Gear drive operation
 18" cutter blade standard
 Rear swivel wheel included
 Cutting depth adjustable up to 62mm
 New modified CAM design – 42% less vibration
 Knobbly treaded drive rollers for better traction
 12-month factory backed warranty



Cromwell Golf Club Price \$13,900 + GST

includes all freight and installation costs

Don't hesitate to contact me for any further information.

Kind Regards,

Liam McLeod
 General Manager
liam@powerturf.co.nz
 0272798976



25.3.9 PROPOSAL TO APPROVE A NEW LEASE WITH CENTRAL SPEEDWAY CLUB CROMWELL INCORPORATED

Doc ID: 2431286

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

1. Purpose of Report

To consider entering into a new lease agreement with Central Speedway Club Cromwell Incorporated over the land situated on Sandflat Road, Cromwell comprising 8.3217 hectares more or less being Lot 1 DP 403966 ("The Leased Area").

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Recommends to Council that on expiry of the current lease, a new lease agreement with Central Speedway Club Cromwell Incorporated (Lessee) over the land situated on Sandflat Road, Cromwell comprising of 8.3217 hectares more or less being Lot 1 DP 403966, be granted on the following terms and conditions:
 - Commencement: 1 July 2025
 - Term: Seven (7) years
 - Right of Renewal: Two (2) right of renewals for another seven (7) years
 - Rental: \$50,000 per annum plus GST and outgoings
 - Rent Review Dates: 1 July 2032 and 1 July 2039
 - Rent Review Methodology: Market Rental
 - Final Expiry Date: 30th Day of June 2046
 - Cancellation Clause: Three (3) years notification of cancellation

FURTHER THAT no further rent rebate be applied to the new lease agreement.

- C. Authorises the Chief Executive to all that is necessary to give effect to the resolution.

2. Background

Land Status

The land held as endowment by Council "*forever in trust as an endowment in the aid of Borough funds*". Therefore, the first consideration in dealing with the land is to ensure the purpose of the endowment is met.

For a lease, the purpose of the endowment is satisfied by a market rent.

The Lessee

Central Speedway Club Cromwell Incorporated is an Incorporated Society established with the purpose to bring Speedway Motor Sport to Cromwell. The Club is committed to bringing Speedway to Central Otago long term, fostering family and community, encouraging healthy competition, focus on skill building and supporting drivers and aspiring drivers.

The club receives income from a number of sources: approximately 70% is from Speedway income, 10% membership and fundraising income, 6% other income e.g. donations, rent rebates.

The club is reliance on volunteers and donated goods and services.

The lease

In 2005 the Central Speedway Club Cromwell Incorporated (Lessee) entered a lease over the Leased Area. Attached as Appendix "1" is the report to the Cromwell Community Board dated September 2005 and as Appendix "2" the Community Board Resolution 05.07.15(B)(4) as mentioned in the current lease agreement.

The current lease which commenced on 1 July 2005, was granted for a term of Ten (10) years with one (1) right of renewal of ten (10) years. The final expiry date is 30 June 2025.

When the lease commenced, the rental was set at \$10,500 per annum plus GST. The rent was reviewed on 1st July 2010, 1st of July 2015 and 1st of July 2020 with the current rental sitting at \$20,500 plus GST.

However, Clause 3.1 of the 2005 lease agreement stipulated as follows:

"THE Lessee shall pay to the Lessor an annual rent for the Land of the amount specified in the First Schedule which in accordance with the Cromwell Community Board Resolution 05.7.15(B)(4) shall be at the current market rent assessed by registered valuation which the Board resolved to rebate back upon application by the Lessee (Central Motor Speedway Club Cromwell) less the sum of \$2,000 plus GST which is to be credited to a special account in the Club's name, similar to accounts already established for other clubs that lease Council Land in Cromwell."

This clause was again confirmed by the Deed of Variation and Renewal of lease in 2015.

Currently the Club is invoiced for \$2,000 plus GST (\$20,500 less rent rebate of \$18,500). The \$2,000 is transferred to a Speedway Club fund account and these funds are available to the Lessee upon application.

3. Discussion

New Lease

The Lessee has indicated that they wish to enter into a new lease with Council for the Leased Land.

It is understood that at the time the initial rent rebate clause was approved (2005) the Lessee operated very much as a community group but have since developed into a full commercial operation generating income from large Speedway events. It is therefore recommended that the rent rebate clause mentioned above be reconsidered by the Board.

Other occupants of the Leased Land Area

There are no other occupants of the Leased Land Area.

Current and Future Use of the Leased Land Area

There are no current plans for change of use of the Leased Land.

A Resource Consent (RC240089) to continue the operation of the speedway facility in a Rural Resource Area has been obtained by the Lessee. See Appendix “3”.

A three (3) years notification of cancellation clause is recommended to be added to the new lease should Council in future decide that the land can be used differently to benefit of the community.

4. Financial Considerations

If the rent rebate is not included in the lease, full market rent will be generated from the endowment land. A full market rental valuation has been received from an independent valuer who valued the current market rent to be set in the new lease at \$50,000 plus GST and outgoings. (see Appendix “4”).
Setting a current market rental satisfies the statutory requirements of the endowment status of the land.

If the rent rebate is included in the lease, no actual income on the endowment land will be generated.

5. Options

Option 1 – (Recommended)

To agree that:

Option 1

On expiry of the current lease, a new lease agreement with Central Speedway Club Cromwell Incorporated (Lessee) over the land situated on Sandflat Road, Cromwell comprising of 8.3217 hectares more or less being Lot 1 DP 403966, be granted on the following terms and conditions:

- | | |
|---------------------------|---|
| • Commencement | 1 July 2025 |
| • Term | Seven (7) Years |
| • Right of Renewal | Two (2) right of renewals for another seven (7) years |
| • Rental | \$50,000 per annum plus GST and outgoings |
| • Rent Review Date | 1 July 2032 and 1 July 2039 |
| • Rent Review Methodology | Market Rental |
| • Final Expiry Date | 30 th Day of June 2046 |
| • Cancellation Clause | Three (3) year notification period of cancellation |

FURTHER THAT no rent rebate be applied to the new lease agreement.

Advantages:

- Full Market Rent will be generated from the endowment land.

- The purpose of the endowment is satisfied by a market rent.
- Continuation of the facility to benefit the community.
- Continuation of the occupation and maintenance of the land.
- The cancellation clause gives Council the option to terminate the lease giving three (3) years notice to the Lessee.

Disadvantages:

- The Lessee will no longer receive the rent rebate and will have to pay full market rent as set in the lease agreement.

Option 2

On expiry of the current lease, Central Speedway Club Cromwell Incorporated (Lessee) a new lease over the land situated on Sandflat Road, Cromwell comprising of 8.3217 hectares more or less being Lot 1 DP 403966, be granted on the following terms and conditions:

- Commencement: 1 July 2025
- Term: Seven (7) years
- Right of Renewal: Two (2) right of renewals for another seven (7) years
- Rental: \$50,000 per annum plus GST and outgoings
- Rent Review Dates: 1 July 2032 and 1 July 2039
- Rent Review Methodology: Market Rental
- Final Expiry Date: 30th Day of June 2046
- Cancellation Clause: Three (3) year notification of cancellation included

FURTHER THAT the rent amount less \$5,000 be rebated back to the Lessee. The \$5,000 rent paid be transferred into a special Speedway Club fund account and these funds be available to the Lessee upon application to the board.

Advantages:

- The purpose of the endowment is satisfied by a market rent.
- Continuation of the facility to benefit the community.
- Continuation of the occupation and maintenance of the land.

Disadvantages:

- Continuation of the rent rebate would mean no actual income on the endowment land will be generated.

Option 3

That on expiry of the current lease a new lease agreement with Central Speedway Club Cromwell Incorporated **not be granted** over the Leased Land situated on Sandflat Road, Cromwell comprising of 8.3323 hectares more or less being part of Lot 1 DP 403966.

Advantages:

- None as:
 - Having the Lessee continue to operate from the site would benefit the community.

- Income will be generated from the Leased Land.
- The Leased Land will be occupied and maintained by the Lessee.

Disadvantages:

- The Lessee will have to vacate the Leased Land by 30 June 2025.
- There will be no rental income on the Leased Land.
- The extensive infrastructure invested by the Lessee may cause significant loss to the Lessee.
- The Community will lose the recreation facilities and the benefit it generates.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the social and cultural wellbeing of communities, in the present and for the future by supporting the continued operation of the Speedway facility.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	The decision is consistent with the District Plan, the Neplusultra Reserve Management Plan, and other similar commercial leases entered into by Council. The Lessee has obtained the required Resource Consent for the operation of the site as a Speedway facility.
Considerations as to sustainability, the environment and climate change impacts	Consideration as to the sustainability, the environmental and climate impacts has been considered with the Resource Consent process.
Risks Analysis	There are no known risks associated with the recommended option.
Significance, Consultation and Engagement (internal and external)	The Significance and Engagement Policy has been considered, with none of the criteria being met or exceeded.

7. Next Steps

- | | |
|---|--------------------------|
| • Board approves new lease | 6 May 2025 |
| • Lessee notified and lease document sent to Lessee | On release of resolution |
| • New lease executed | May-June 2025 |

8. Attachments

Appendix 1 - Report to CCB Speedway Lease - 19 September 2005 [↓](#)

Appendix 2 - CCB Minutes 19 September 2005 resolution [↓](#)

Appendix 3 - RC240089 Decision [↓](#)

Appendix 4 - APL Market Rent Valuation-51 Sandflat Road-Ground Rental - 10April2025

[↓](#)

CENTRAL OTAGO DISTRICT COUNCIL**“CONFIDENTIAL”**

REPORT TO: Cromwell Community Board

FROM: Property Officer

DATE: 19 September 2005

SUBJECT: **Central Speedway Cromwell (20/3/8)**

Purpose

To consider a proposal put forward by Central Speedway Club, Cromwell (the Club), whereby it seeks to enlist Board assistance toward fulfilling the Club's plans for a major upgrade of the speedway facility.

Background

- ***History***

Council holds land in trust for endowment purposes containing an area of 160.8615 ha more or less and described as Lot 2 Deposited Plan 307492, comprised in Certificate of Title 29018 (Otago).

During 1992 Council entered into a lease over part containing an area of 20.3634 ha in the north-west corner of the property having frontage to both State Highway 6 and Sandflat Road, with access provided from the latter.

The lease was to R J Spriggs for operation as a speedway circuit, for a term of 20 years less one day commencing from 8 July 1992.

Upon the death of the lessee a few years later the deceased's estate assigned the lease to R T Inglis. At some stage during this period the headlease was sub-let under a licence to occupy to the club.

The headlease was then assigned circa 2001 to Phil Parker, who subsequently negotiated the freeholding and purchase of 3.0043 ha for establishment of "The Big Picture".

The sale and purchase transaction between Council and Mr Parker was completed during 2003, and the Council then purchased the lessee's interest in the residual

area of the speedway lease (17.3591 ha) for \$95,000 (Ref. Resolutions 02.9.17 and 03.1.20).

During July 2003 the headlease was surrendered, and with that, the licence to occupy would have automatically extinguished at the same time.

The Board considered a report on 7 October 2003 relating to an application from Central Speedway for consent to lease the house at the speedway track for clubroom purposes. The dwelling was separately tenanted at the time and the required notice had first to be given the tenant.

Although the report related more specifically to the house, it has been confirmed that item 2 of resolution 03.9.16 resulting from that report was given with reference to the whole facility. The resolution is reproduced in part as follows:

- “1 The Board agrees to terminate the residential tenancy over the house at the Cromwell Speedway track.*
- 2 A lease to be issued to the Central Speedway Club for not more than 10 years at an annual rental of \$2,000 exclusive (sic) of GST.*
- 3 The rental to be credited to a special account in the club’s name, similar to accounts already established for other clubs that lease Council land in Cromwell.*
- 4 Funding within the account to be made available to the Club, upon application to the Board, for the purposes of redevelopment and upgrading of facilities on the Club’s leased land.”*

A draft lease agreement was prepared relating to the entire speedway facility rather than just the house, although for a reduced area of 8.3600 ha, as shown on the plan **attached** prepared by Hughes and Associates. The proposed rent was written as \$4,250 per annum, compared to the rent of \$2,000 per annum given in Resolution 03.9.16.

While a draft lease was prepared in electronic form, file records do not reveal whether or not it was ever sent to the Club for its review at the time. This has since been done.

The Club is under stronger management now than it has been for years but it is experiencing difficulties in promoting the speedway venue for national level events due to sub-standard facilities.

The Club believes the site offers very significant potential, but only after completion of a major upgrade of the track, lighting, toilet facilities and the provision of new clubrooms to a standard consistent with those required for national events.

Council has a significant investment in the speedway facility following the buy-back from Phil Parker. The Board is of the view it should examine further consolidation of the Board's investment to properly capitalise on the potential available, for the wider benefit of the community, as well as the Club.

- ***Proposal***

The Club has approached the Board with a proposal seeking Board assistance for a major upgrade of facilities at the speedway track

The proposal includes:

- 1 Erection of new clubrooms by mid December 2005.

In the past the Club has used a marquee to provide shelter and a clubrooms atmosphere for competing drivers.

The proposal before the Board is that it provides funding up to \$170,000 to allow for the cost of erection of the new building.

The main structure is to be based on a total span design over a concrete slab foundation. The Club believes the shell could be erected at a cost of \$70,000 to \$80,000 to a closed-in stage, and has proposed that all internal finishing be undertaken by club members on a voluntary basis.

- 2 Lighting upgrade.

The Club has asked for access to 4 x 20 metre high, Council-owned floodlights previously removed from Anderson Park and reportedly now in storage. The Club has member personnel who are able to install the equipment. It is hoped the lights, if available, could be transferred on a gratis basis.

- 3 Timing equipment.

In order to hold national events the Club is obliged to install new electronic timing equipment at a cost of \$35,000. The Club has indicated it will be sourcing the funding for this from an outside agency.

- 4 Toilets.

During a preliminary meeting with the Board there was discussion regarding provision of expanded toilet facilities at an estimated cost in the vicinity of \$30,000 to \$35,000.

The Club presently relies upon the existing toilet facilities, supplemented by provision of hired Portaloos as required.

The Club has been advised that if the requested expenditure exceeds \$100,000 the proposal would require consideration through the public consultation process as an unbudgeted item in the Annual Plan and the LTCCP.

This would cause further delay to the proposal, and make it unlikely that the upgrade could be completed in time for the summer season.

- ***Statutory, Legal and Relevant Policies***

Council is granted full powers to act under s.12(2) of the Local Government Act 2002. Leasing is exercisable by the Board under delegated authority.

The proposal for injecting up to \$200,000 into the speedway facility is not provided for within the Long Term Council Community Plan (LTCCP).

However, if the outlay did not exceed \$100,000, the matter would not necessarily need to go to public consultation as an unbudgeted item, but the Board would need to ensure it has consulted with relevant elements of the community.

As stated in previous reports concerning endowment, land, the Board needs to remain conscious of its obligation to meet the purpose of its endowment status ie. “as an aid to Borough funds”. Any lease granted should therefore reflect a market rent for the land.

Resolution 03.9.16 does not meet the intent of the endowment status. The proposed rent of \$2,000 per annum reflects only 2.1% return against the price paid for the lessee’s improvements and goodwill when the track was purchased from Phil Parker. If the value of the land is added to the equation, the return is negligible.

The impact of statutory requirements requiring a market return against the land, coupled with significant further capital investment by the Board, would need to be carefully considered.

- ***Building Act 2004***

In terms of the proposed building, both the Board and Central Speedway Cromwell need to be aware of the potential impact of the Building Act 2004, and in particular Section 363.

S.363 applies where the building is to be occupied by the public and where a code compliance certificate has not yet been issued. It is an offence under the Act if members of the public use the affected part (or whole) of the premises from the time the physical work starts until documentation is issued confirming it is safe to do so.

Clubrooms and recreation centres are included in the Act as public places. The Act makes provision for those wishing to use new premises prior to issue of a code compliance certificate to apply for a certificate for public use.

This certificate enables members of the public to use the premises until the code compliance certificate is granted.

The issue has been discussed with Council's Building Department. It has indicated it would probably not readily support use of s.363 to allow the Club access to the new premises during the interim period prior to completion.

The main concern was that completion could take much longer than anticipated, and potentially raise new problems.

The recommendation from the Department was to complete construction immediately, under the one consent.

This then raises the issue of timing. If the proposal is required to go to consultation, the delay would most likely delay completion of the new building until after the summer season.

- ***District Plan Implications***

File records indicate Council approved the establishment of a stock car track on the site during 1980.

As the use was lawfully established prior to 1991 the activity retains existing use rights under s.10 RMA 1991.

Significance

Section 90 of the Local Government Act 2002 requires every local authority to adopt a policy on significance.

If the proposed expenditure exceeded \$100,000, Council's significance policy would be triggered because the proposal is unbudgeted and has not been included in the LTCCP or Annual Plan for 2005/06.

Issues, assets or other matters that incur more than \$1,000,000 of budgeted or \$100,000 of unbudgeted expenditure are deemed "significant", and therefore required to go through the public consultation process.

Options

- 1 Decline to assist Central Speedway Club.
- 2 Subject to public consultation, approve in principle to proceed with the upgrade through unbudgeted funding to \$200,000 to erect the facilities as required by Central Speedway Club while retaining Resolution 03.9.16 in respect to the presently existing facility, but adding a supplementary rent to provide an appropriate return in respect of the additional capital introduced.
- 3 Subject to public consultation, approve in principle to proceed with the upgrade through unbudgeted funding to \$200,000 to erect the facilities as required by Central Speedway Club, together with a variation (and/or revocation) of Resolution 03.9.16 to allow for the rent to be increased to a level commensurate with the statutory obligations pertaining to the endowment status of the land and reflecting an economic return on the total funds employed.
- 4 Give consideration to the urgency with which Central Speedway Cromwell requires fully operational clubrooms available in readiness for the impending summer season and approve a revised offer for a smaller building capable of completion for under \$100,000 subject to the consent of affected parties, while still containing kitchen and toilet facilities for members' use, and deferring the additional toilet block until a later financial period.

Assessment of Options

- 1 In view of the Board's willingness to assist the Club, this is not a preferred option.
- 2 This would probably have been the preferred option had the Board not been made aware subsequent to the date of that resolution of its prior obligations relative to endowment land, and appropriately using it as an aid to Borough funds.

The Board is now charged with deciding with how to deal with the requirement imposed upon it, while still accommodating the Club within an affordable level of operational cost.

While a two-tiered rental basis could be invoked, the terms and conditions of lease will contain provision for periodic review of rent to market level. This approach would mean revisiting the rent payable at every review. The process would be clumsy, and open to challenge.

For these reasons, this is not a preferred option.

- 3 The easiest solution would be for the Board to adopt a policy of seeking a market return for its investment in the facility, which would overcome the inherent difficulties of aiding Borough funds, and then granting a rebate to the Club for such amount deemed appropriate in the circumstances, as it has done for the Central Otago Motorcycle Club.

This would allow the Board to fulfil its obligations toward proper administration of endowment land, while offering support to an enterprise that should be capable of generating considerable social and economic benefit to the wider community.

In the event the matter went to consultation, this would be the preferred choice out of options (2) and (3) herein.

- 4 However, should the Board elect to revise its commitment to a lesser sum not exceeding \$100,000 and consent of any affected parties if relevant, Option 4 is to be the preferred.

It would enable almost an immediate start on construction after gaining building consent and virtually ensure the facility was up and running within the timeframe required by the Club.

Alternatively, rather than providing a smaller building for a lesser sum, the Board may consider it preferable to remain with the existing proposal to erect a building of approximately 215 square metres, but only to a closed-in stage as a shed, and issue of a code of compliance on that basis. A second building consent would then be issued during a later financial period to complete the internal fit-out.

Finance

Preliminary estimates suggested the proposed clubrooms would cost \$170,000 and the toilet block an additional \$30,000 (\$200,000 total).

The Club has since revised the proposal to allow for construction of clubroom amenities based on a new building, instead of the original plan to relocate an existing structure.

The revised quotations received indicate a shell could be erected for approximately \$70,000 to \$80,000. It has been suggested internal fit-out could be completed on a voluntary basis by the Club, under the supervision of a qualified builder member.

However, the Board should remain aware that despite the intention of s.363 Building Act 2004, such a course of action may meet resistance with Council's building department. It is conceivable that in the event the building was not completed on time, a certificate for public use may not necessarily be granted as of right.

In either event, it is envisaged that if the Board approved the proposal, that funding would be drawn from the Cromwell Development Account.

Economic

The Club has not furnished any audited financial information regarding income and expenditure for the speedway operation.

It has been reported that typically only a modest profit is made against race meeting costs of \$35,000. The Club may need to reconsider its entry charge to spectators to improve gate takings.

The Club has advised that last summer's two day Christmas meeting attracted 16,000 spectators. It was also estimated secondary meetings held during the year contributed a further 8,000 to 10,000 people.

The **attached** letter outlines the potential for complementary activities at the speedway site in conjunction with other parties, such as that afforded by Spring Promotions.

Improved facilities at the speedway should enhance prospects for attracting more advanced drivers, and with that, potentially an improvement in spectator numbers with a corresponding flow-on benefit to the community.

Implementation Plan

On the assumption the Board elected to revise its offer to a more affordable contribution of under \$100,000:

- | | | |
|---|----------------|---|
| 1 | September 2005 | Board approves unbudgeted expenditure, subject to any affected party consultation as necessary. |
| 2 | October 2005 | Central Speedway makes application for building consent. |
| 3 | December 2005 | Building completed and issued a code of compliance. |

In the event the Board opted for the full amount of \$200,000 requiring consultation, the above implementation dates would need to be extended by two to three months minimum.

Other

Water is reticulated to the speedway track via a metered supply from the Cromwell water supply network.

As the ratepayer under the Local Government (Rating) Act 2002, Council pays the water charge in the first instance and then on-charges Central Speedway Club Cromwell for re-imbursement.

There appears to be a serious anomaly in the Council records relating to water consumption (refer copy of “Water Billing Transaction Enquiry” **attached**).

Consumption between 29/10/03 to 15/02/04 is recorded as being 31,373 cubic metres. That volume is equivalent to covering 3.13 ha to a depth of 1 metre.

Similarly, records show consumption of 18,479 cubic metres for the period 18/11/94 to 27/06/05, or equivalent to the same depth as above over 1.8 ha.

Clearly these volumes could not have been used by Central Speedway. A monitoring check is currently being undertaken on the meter in an attempt to determine if the unit is faulty, or there is a potential leak in the system.

The problem confronting Central Speedway is the scale of the resulting charge for water, currently a total of \$13,721.69, presumably for water most of which it had not consumed.

Council will rectify the error by reversing the recorded unit consumption figures once the cause for the anomaly is discovered.

Delegations and Authorities

The Register of Delegations to Community Boards, Committees and Chief Executive January 2004 provides for Community Boards having the “Power to Act” , including the following:

- “3 *The general provision (including maintenance and upgrading as required) of wastewater drainage and disposal, stormwater drainage, water supplies, footpaths, carparking, public recreational facilities, cemeteries, community centres and public halls.*
- 4 *The provision and maintenance of such other works, facilities, and amenities in the Community Board Ward(s) as the Board sees fit.”*

Summary

Central Speedway Cromwell has been operating for 24 years and is planning to celebrate its 25th anniversary during early 2006.

The Club is arguably more focussed on promoting the speedway now than at any time during its history.

The proposed upgrade will not only enhance Council's property, it should also encourage more intensive use of the facility and increased spectator interest in the sport, as well as promoting spin-off benefits accruing to suppliers and the community.

However, if this proposal is to go ahead, time is of the essence to ensure the new clubroom is erected in time for the coming summer programme.

RECOMMENDED that:

1. The report be received.
2. EITHER:
 - (i) Subject to the consent of any affected parties the Board approves unbudgeted expenditure to a sum not exceeding \$95,000 for the purpose of erecting a new clubroom facility at the Cromwell Speedway on land described as Part of Lot 2 Deposited Plan 307492, subject to conditions (a), (b), (c) and (d) below ;

OR:

- (ii) Subject to public consultation, the Board approves in principle unbudgeted expenditure up to \$200,000 for the purpose of erecting new clubroom and public toilet facilities at the Cromwell Speedway on land described as Part Lot 2 Deposited Plan 307492, subject to conditions (a), (b), (c) and (d) below:

The conditions attaching to item (i) or (ii) above are:

- (a) Provision by Cromwell Speedway Cromwell of appropriate plans and specifications sufficient for an application for building consent and construction, in accordance with the Building Act 2004.
 - (b) Construction is to be undertaken and supervised by the Chief Executive Officer to full completion enabling a code compliance certificate to be issued.
 - (c) The new premises will remain vested in the sole ownership of the Council throughout the duration of, and beyond expiry by effluxion of time or for any other reason, of any lease granted over the said land.
 - (d) Central Speedway Cromwell to be responsible for repairs and maintenance to the new clubrooms in accordance with terms and conditions of the proposed lease.

- 3 The part of item 2 of Resolution 03.9.16 determining the annual rental at the sum of \$2,000 be revoked.
- 4 A lease be issued to Central Speedway Cromwell for not more than ten (10) years at current market rent assessed by registered valuation which the Board resolves to rebate back upon application by the Club, less the sum of \$2,000 plus GST which is to be credited to a special account in the Club's name, similar to accounts already established for other clubs that lease Council land in Cromwell.
- 5 Funding within the account to be made available to the Club upon application to the Board for the purposes of redevelopment and upgrading of facilities on the Club's leased land.
- 6 The Chief Executive Officer be authorised to do all that is necessary to carry out the Board's resolutions.

BRIAN TAYLOR
PROPERTY OFFICER

ITEM CONSIDERED WHILST THE PUBLIC WAS EXCLUDED**05.7.15 Central Speedway, Cromwell (20/3/8)**

A report from the Property Officer relating to the proposed development of the speedway facility which is located on endowment land on Sandflat Road, Cromwell, had been circulated.

A. RESOLVED that the report be received.

Crawford / MacMillan

B. RESOLVED that:

1. The Board approves a grant of \$88,213 inclusive of GST, to Central Speedway Cromwell for the purpose of erecting Stage 1 of a new clubroom facility at the Cromwell Speedway on land described as Part of Lot 2 Deposited Plan 307492, subject to the following condition:
 - (a) Provision by Central Speedway Cromwell of obtaining appropriate plans and specifications sufficient for an application for building consent and construction, in accordance with the Building Act 2004.
 - (b) The funding to be used to erect a Total Span building as per quote dated 6 September 2005.
2. Subject to public consultation, the Board agrees in principle to provide a further grant of \$120,000 to Central Speedway Cromwell for the purpose of erecting Stage 2 of the new clubroom facility and a new public toilet facility at the Cromwell Speedway on land described as Part Lot 2 Deposited Plan 307492, subject to the following condition:
 - (a) Provision by Central Speedway Cromwell of obtaining appropriate plans and specifications sufficient for an application for building consent and construction, in accordance with the Building Act 2004
3. Resolution 03.9.16.2. determining the annual rental at the sum of \$2,000, be revoked and replaced by Resolution 05.7.15.4.
4. A lease be issued to Central Speedway Cromwell for not more than ten (10) years with a right of renewal, at the current

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market rent assessed by registered valuation which the Board resolves to rebate back upon application by the Club, less the sum of \$2,000 plus GST which is to be credited to a special account in the Club's name, similar to accounts already established for other clubs that lease Council land in Cromwell.

5. Funding within the special account to be made available to the Club upon application to the Board for the purposes of redevelopment and upgrading of facilities on the Club's leased land.
6. The Board approves the Statement of Proposal.
7. Funding to be provided from the Cromwell Development Account.
8. The clubrooms and future toilet facilities to be connected to the Cromwell sewer system and water supply system as part of the building project, at Central Speedway Cromwell's expense.
9. The Board agrees to donate to Central Speedway Cromwell the four floodlights and poles that were removed from Anderson Park and are currently in storage.
10. The Chief Executive Officer be authorised to do all that is necessary to carry out the Board's resolutions.

Stewart / MacMillan

THE BOARD IN OPEN MEETING

RESOLVED that the public be readmitted to the meeting and confirm the resolutions passed when the Board was in public excluded session.

MacMillan / Crawford

Note: The Property Manager and Property Officer left the meeting at 3.42pm.

Note: The public was readmitted at 3.43pm.



1 Dunorling Street
PO Box 122, Alexandra 9340
New Zealand

03 440 0056

Info@codc.govt.nz
www.codc.govt.nz



10 October 2024

Central Motor Speedway Incorporated
C/- Landpro Limited
PO Box 302
Cromwell 9342

Via email: brodie@landpro.co.nz

Dear Central Motor Speedway Incorporated,

RESOURCE CONSENT APPLICATION:

**RC 240089
51 SANDFLAT ROAD, CROMWELL**

Your application for resource consent was processed on a non-notified basis in accordance with sections 95A to 95G of the Resource Management Act 1991. The application was considered by the Planning Manager, under delegated authority, on 10 October 2024.

The Council has granted consent to the application subject to conditions. The assessment of the application, including the reasons for the decision, is set out in the report attached to this letter. The consent certificate is attached to the rear of this letter.

The consent certificate outlines the conditions that apply to your proposal. Please ensure that you have read and understand all of the consent conditions.

You may object to this decision or any condition within 15 working days of the decision being received, by applying in writing to the Central Otago District Council at the following address:

resource.consent@codc.govt.nz
1 Dunorling Street
Alexandra, 9320

You may request that the objection be considered by an independent commissioner. The Council will then delegate its functions, powers and duties to an independent hearings commissioner to consider and decide the objection. Please note that you may be required to pay for the full costs of the independent hearings commissioner.

Alternatively, there may be appeal rights to the Environment Court. Please refer to section 120 of the Resource Management Act 1991. It is recommended that you consult a lawyer if you are considering this option.

Please feel free to contact me if you have any questions.

Yours faithfully,

A handwritten signature in blue ink, appearing to read 'Stephanie Dwyer', enclosed within a large, loopy blue oval.

Stephanie Dwyer
PLANNING OFFICER - CONSENTS

APPLICATION	RC 240089
APPLICANT	CENTRAL MOTOR SPEEDWAY INCORPORATED
ADDRESS	51 SANDFLAT ROAD, CROMWELL
LEGAL DESCRIPTION	LOT 1 DP 403966 (HELD IN RECORD OF TITLE 413533).
ACTIVITY DESCRIPTION	LAND USE CONSENT TO CONTINUE OPERATION OF THE SPEEDWAY FACILITY IN A RURAL RESOURCE AREA
ACTIVITY STATUS	DISCRETIONARY

BACKGROUND

The Central Motor Speedway (CMS) facility has been operating since December 1980, where Ronald Spriggs obtained Planning Consent 210 under the Town and Country Planning Act 1977 (TCPA) to establish a speedway, a stock car track and associated ancillary buildings. The Planning Consent (reference number 210) has no expiry date and is still valid and is subject to 11 conditions.

Since the granting of Planning Consent 210, the TCPA has been replaced by the Resource Management Act 1991 ("the Act"). In accordance with Section 383 of the Act, Planning Consent 210 was deemed to be a land use consent (subject to the same conditions) and CMS have relied upon this consent for the continued authorisation of the speedway's activities.

Since, the Cromwell Speedway has become operational, a number of building consents (BC) and resource consents (RC) have been granted. A summary of the relevant consents are outlined below:

- RC 080381 authorises a land use consent to erect lighting towers which exceed 15 metres in height.
- BC 080507 authorised new public toilets, shed, and lighting tower to be constructed. Code of Compliance was issued on 11 June 2009.
- BC 050851 authorised new club rooms to be constructed, and BC 060108 authorised an internal fitout of the club rooms. BC 160588 authorised the addition of a covered patio to clubrooms. Notice to Fix INF0187 unconsented building work that affect the fire egress and fire safety systems to the building was undertaken, Notice to Fix was lifted on the 30 August 2023. A certificate of acceptance (CA0228) for a floor extension with a lean to roof to create a covered outdoor area, wall removal, and an outdoor area enclosed space was issued on 11 September 2023.
- BC 040521 authorised a marquee to be erected in 2004. Code of Compliance was issued 17 June 2004.
- RC 020034 authorises a rural subdivision of rural land forming part of the speedway lease.
- Building Permit (E040593) granted in 1987 authorised a toilet block to be constructed. RC 870481 and Building Permit (E040567) granted in 1987 authorised an existing building on the site to be converted into a caretaker's residence. A new fire appliance was installed in

2010, as authorised by BC 100414. Associated pumping and drain permit (1979 and 1967) was also approved.

The land upon which the speedway is located on is owned by Central Otago District Council (Council) and is leased by CMS. The lease is due to expire in July 2025. Discussions have taken place with the Council with regards to the renewal of the lease. The Council have indicated that the consent should be updated to reflect the current legislation and Operative Central Otago District Plan. CMS can continue to legally operate under Planning Consent 210 until the new consent is granted.

DESCRIPTION OF ACTIVITY

Resource Consent has been sought to continue the operation of the speedway facility in a Rural Resource Area. The purpose of the replacement application is to provide the Council with certainty around the parameters within which Central Motor Speedway operates, the environmental effects, and to update the conditions.

The description of the activity is well described in the application and is considered to accurately identify the key features of the site. The description of the activity is adopted for the purposes of this report. For completeness, a summary of the current and proposed activities that take place at the speedway is outlined below:

The Speedway season runs from 1st September to 31st August each year, and the following events are anticipated to run between 9 am and 11 pm:

- Up to 5 non-racing events, such as car shows
- 15 to 25 race meetings and practice days
- Up to 2 national title events
- An unspecified number of "other" events such as burnout competitions
- Up to 3,000 spectators

During CMS race events, CMS members/volunteers monitor traffic levels of spectators entering the site. Gates are opened from 12 pm for spectators to park, with a race start time of around 5 pm. In the event that vehicles are observed to be queueing on Sandflat Road before 12 pm, the CMS members/volunteers respond accordingly by opening the gates earlier to ensure that queued vehicles can be contained within the CMS site.

There are four dedicated parking areas on-site:

- Parking Area A: Parking spaces for spectators (premium priced parking)
- Parking Area B: Parking spaces for spectators (general parking)
- Parking Area C: Parking spaces for larger vehicles
- Parking Area D: competitors and pit crews' vehicles only.

The layout of the CMS and parking is shown in Figure 1-2 below.



Figure 1: Site Plan (Source: Application).



Figure 2: Available Carparking (Source: Further Information Response dated 27 September 2024).

SITE DESCRIPTION

The subject site is well described in the application and is considered to accurately identify the key features of the site. The applicant's site description is adopted for the purposes of this report. For completeness, the subject site and surrounding land is shown in Figure 3 below:



Figure 3: Subject Site and Surrounding Land (Source: Application).

REASONS FOR APPLICATION

Central Otago District Plan

The subject site is located within the Rural Resource Area of the Central Otago District Plan (the District Plan).

The applicant has assessed the application as a controlled activity under Rule 4.7.2 (iv). Rule 4.7.2 (iv) relates to Scheduled Activities and Existing Community Facilities, and states that any extension, upgrade or expansion that changes the character or increase in the intensity or scale of the effects of a use has status as a scheduled activity identified in Clauses 19.3.1, 19.3.2, 19.3.3, 19.3.4 or 19.3.6 of Schedule 19.3 and identified as a scheduled activity on the planning maps or of any other community facility lawfully established prior to notification of this plan is a controlled activity.

The site is not identified in 19.3 of the District Plan as Scheduled Activity. Community Facility is defined in the District Plan as:

“educational facilities, (land and/or buildings used for the provision of regular instruction or training, teaching and learning, recreation for students and includes their ancillary administrative, cultural, commercial facilities and carparking and vehicle access), recreation facilities, emergency service activities as defined, churches and places of worship, community centres and halls, care centres (as defined), and other similar community resources involving the use of buildings and land.”

The applicant argues that the activity is a recreation facility, and not for profit organisation and therefore the activity is a community facility. The speedway makes money from admission fees, which is redirected back into the organisation to contribute to the development of young races through the CMS's youth development programme, marketing of race events, payment levies to Speedway NZ and ongoing maintenance of the speedway facility.

It is agreed that the activity is a recreation activity, as it meets the definition in the District Plan, as specified below:

"Shall mean any indoor passive or activity sport or games or recreation pursuits for participants and/or spectators whether or not they are undertaken for profit or reward or for which no charge is made and shall include activities on or in water, land or in the air."

The activity is not considered to be a not-for-profit organisation. There is an exchange of money, which is a commercial component, and it aligns with the following definitions in the Oxford Dictionary, commercial is defined as *"concerned with or engaged in commerce, making or intended to make a profit"* and Commerce as defined as *"the activity of buying and selling"*. It is the applicant choice use the money made from the operation to benefit the organisation.

In the further information response, the applicant disagreed with this interpretation, and have further argued that the activity forms part of the environment and therefore has existing use rights pursuant to clause 10(1) of the RMA. The applicants' arguments have been considered, the activity is considered to have expanded and the area has developed substantially since it first began operating in 1980.

Given the expansion of the activity, and the commercial nature of it, I consider the proposal to be commercial recreational activity, that involves the use of motorised equipment or vehicles, which is a discretionary activity under Rule 4.7.4 (vii) of the District Plan. The existing nature of this activity and any changes have been considered in *"Effects Assessment"* section of this report.

National Environmental Standards

The Resource Management (National Environmental Standard for Assessing and Managing Contaminants in Soil to Protect Human Health) Regulations 2011 (NESC) came into effect on 1 January 2012. The National Environmental Standard applies to any piece of land on which an activity or industry described in the current edition of the Hazardous Activities and Industries List (HAIL) is being undertaken, has been undertaken or is more likely than not to have been undertaken. Activities on HAIL sites may need to comply with permitted activity conditions specified in the National Environmental Standard and/or might require resource consent.

The site is not registered on the HAIL managed by Otago Regional Council. The proposal is an existing consented activity, and does not change the use, and therefore the NESC is not triggered by this application.

There are no other National Environmental Standards relevant to this application.

Overall Status

Under the particular circumstances of this case, I consider it appropriate that the bundling principle established in *Locke v Avon Motor Lodge* (1973) is applied, and that the application be considered, in the round, as a discretionary activity pursuant to sections 104 and 104B of the Resource Management Act 1991 ('the Act').

EFFECTS ASSESSMENT

Affected Persons

No written approvals have been submitted as part of this application.

Assessment of Effects

The Council has full discretion over any matters to consider, the matters of relevance in accordance with the District Plan are outlined below. No regard has been given to any trade competition or any effects of trade competition.

1. Rural Amenity Effects (including Landscaping)

The visual and landscape impacts are well described and assessed in application (with exception to the white tyres located at the site entrance (refer to Figure 6 below). For completion the applicant's assessment is summarised below, and assessment against the conditions has also been undertaken below:

- The site is not located within an Outstanding Natural Landscape or Significant Amenity Landscape; however, the site and its surrounding are characterised as having a minor sense of openness and amenity associated with the adjoining rural land uses. The sense of openness within the surrounding landscape has dramatically changed since CMS was first established in 1980s.
- When CMS was first constructed, the nature of landscape was characterised as being open and exposed. The immediate lot located to the north and south was a bare lot, it is now home to Highlands Motorsport and Technology and Innovation Park which has a commercial layout, with dense apartment styled homes. Other changes to the landscape, include the establishment of a rural residential development south on Sandflat Road, which was authorised by 190404, 200106, 200226 & 200369 to create 17 Lots.
- There are a number of mitigation measures to reduce the visual dominance and noise generated from the activity from beyond the site boundaries, which include:
 - Established a roadside bund which runs for approximately 163 m along Sandflat Road. The bund has been constructed with gentle, movable gradients to integrate with the natural landform of the site and provide for on-going easy maintenance, and
 - Established mature trees that line the speedway site from Highlands in the northeast/east and to the south.
- The tyres at the entrance have been in place for approximately 15 years. The tyres were painted white in 2019. The applicant acknowledges in the further information response that the white tyres do not conform with the colour palette and the applicant has proposed to paint these to comply with Rule 4.7.6D of the District Plan.
- Condition 1 of Planning Consent 210 authorises the applicant to construct speedway and stock car track, and ancillary buildings according to the plans and descriptions considered at the hearing of the application. A site plan of the original set up approved is shown in Figure 4 below.

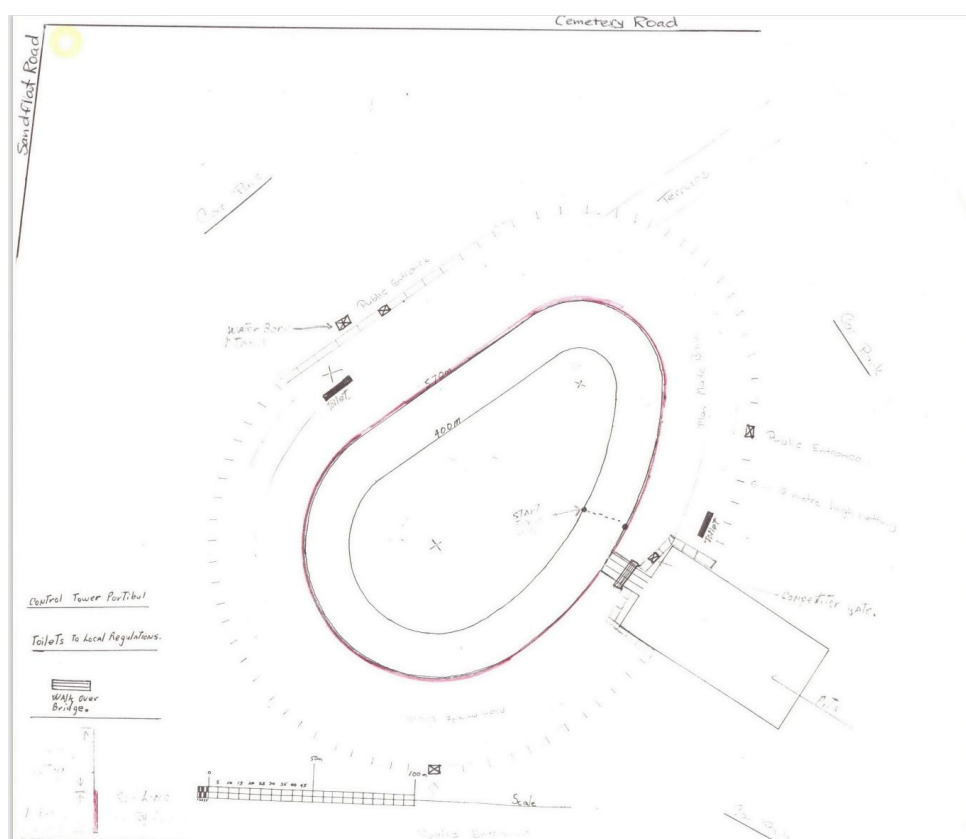


Figure 4: Original Approved Site Plan for the Speedway (Source: Application).

- Additional buildings and carparking have been established since the granting of Planning Consent 210. These buildings include the clubhouse, race control booth, ticketing booth, utility sheds and ablutions blocks, which are finished in a neutral colour scheme, and located well within the site, away from the public road. The applicant has provided an updated site plan, with the buildings, and carparking.
- Condition 4 and 5 of the Planning Consent 210 requires that there is no more than two points of the access, and an adequate fence is maintained along the road frontages (except for the access points). There is only one access to the site, and the fence along the road frontage has been removed and replaced by a bund. There is fencing location along the other internal boundaries of the site, separating it from Highlands. The fencing, and bunding is shown in Figure 5 below. The bunding does encourage people to only enter the site, through the access, it is considered to be sufficient.



Figure 5: Bunds established along Sandflat Road (Source: Google Maps dated October 2023).

The mitigation measures considered above provide an element of screening as viewed from Sandflat Road, and the properties located along this stretch of road. Any properties that are located in the area, are aware of the speedway, and the effects it can have beyond the boundaries during an event. It noted that the number of events that have previously occurred during a season has increased from 10 to 15 and take place prominently between the 1 September and April (inclusive). The events that take place are well advertised. The reverse sensitivity effects created by this activity are addressed later in this report.

It is recommended that a specific condition is imposed requiring the speedway, stock car track, and ancillary buildings are maintained in accordance with these plans to prevent any further permanent structures being established on the site. In the instance, that a change to the site, and/or new building are required, a variation will be required to be applied for. It is also recommended that the road bund is maintained, and the types are painted to comply with the colour palette pursuant to Rule 4.7.6D of the Plan. Overall, given the existing nature of the activity I consider the effects of the activity to be no more than what is already occurring, and subject to compliance with the consents the activity will be adequately managed, and the open space, landscape, natural character, and amenity values of the rural environment will be maintained.

2. Signage

The existing consent only allows for one signage board to be located on the site, and it must have an area of no more than 4 square metres (m²). The signage board sign on the site has an area of 8 square metres, which is inconsistent with the consent. It is anticipated that since 1980, a number of the other original signs have been changed and updated as well (including the white truck with signage parked at the entrance). The applicant was asked to provide a map of all the current signage, including dimensions, and photographs to confirm compliance with the existing consent. Further information was provided on the 27 September 2024.

The applicant pointed out that signs are defined under the CODC as those that are '*visible from any public place*' and confirmed that the only visible signage from road is the existing 8 m² signage board, the ticketing information sign, and the white truck. The applicant has agreed to reduce the entranceway sign to 4m² to comply with the original condition, the

ticketing sign will be relocated deeper within the site, and the truck signage will be removed (as shown in Figure 6 below).



Figure 6: Signage and proposed actions to comply (Source: Further Information Response dated 27 September 2024).

There is other signage located throughout the site, primarily for site information purposes or event sponsor signs, however these are not obviously visible from Sandflat Road and are therefore not captured as 'signs' under the CODP definition. All hazard signage within the site is permitted, being signs that are used *"to display public safety information or to warn the public of the existence of a hazard"* as per 12.7.5(i)(d) of the District Plan. I agree with the applicant's interpretation of signs, and actions taken to reduce the visual dominance of signage associated with the activity in the area. I recommend that a similar signage condition is imposed and is amended to include a timeframe of when the signage needs to be altered or removed by. Overall, subject to compliance with the consent conditions, the effect on the receiving environment will be greater than originally consented.

3. Transportation Effects

Abley assessed the application on behalf of the Council, and raised some concerns about traffic management, parking, and the effect on the roading network:

- **Parking:** There are 435 parking spaces that can be provided within the site. For normal events there can be up to 3,000 spectators and over 3,000 spectators for national events. Abley is concerned that is insufficient parking spaces for the number of attendees, unless alternative transport options (such as buses) are provided.
- **Traffic Management:** The Traffic Management Plan did not comply with Code of Practice for Temporary Traffic Management (CoPTTM).
- **Effect on Roading Network:** The application does not assess the potential safety and efficiency effects at the SH6/Sandflat Road intersection. It was questioned about whether there were any incidents that occurred during events.

The applicant provided further information to address Abley's concerns.

The applicant has reviewed their records for attendees on site. During their past two seasons, event attendees (including both spectators and competitors) has not exceeded 1500 people. The number of associated vehicles has been as high as 359 vehicles, based on 4 spectators per vehicle. The actual number may be slightly higher. The carparking on site has been reviewed and based on a parking space width of 2.6 m, there are approximately 841 car parking spaces available. Additional parking is also available at Highlands Motorsport Park facility when required, and a shuttle is arranged to provide access to and from the speedway.

The traffic count data for Sandflat Road has an Average Daily Traffic rate of 252 vehicles per day (2022), based on a an average 7-days' traffic monitoring (accordingly to the Council Roothing Team). The applicant has indicated that the current president of the club is not aware of a situation where traffic has been backed up Sandflat Road to the extent where it affects the SH6 intersection and believes there has never been any accident occur due to traffic being backed up along Sandflat Road. The current president has been a member of the club for 19 years and a committee member for 18 years. The applicant has investigated the Waka Kotahi NZ Transport Agency's (NZTA) Crash Analysis System (CAS) provides an overview of road crashes and consulted with NZTA. The CAS indicated that there is a record for a single minor crash occurring near the site entranceway in 2004, and a total of seven crashes occurring near the Sandflat Road intersection with the State Highway between 2000 and 2024. The CAS system does not provide sufficient detail to confirm whether these accidents occurred on event days. Waka Kotahi confirmed that *"There is no discernible correlation between crashes and race events which should preclude renewal of the consent."* A copy of the application was provided to Waka Kotahi NZTA for their feedback, and they do not consider themselves to be an affected party.

A Traffic Management Plan (TMP) for the speedway events between 1 September 2024 and 31 August 2024 has been drafted by Aspiring Traffic in accordance CoPTTM. The Council Roothing Team have reviewed and approved the TMP on 28 August 2024. The applicant is open to a consent condition for a traffic management plan to be reviewed on an annual basis and an updated copy provided to Council if required, subject to review by the applicant prior to a decision.

The further information is considered to address Ableys concerns, there is considered to sufficient parking, and management in place to ensure that there are no adverse effects on the transport network. Overall, subject to compliance with the conditions of consent the speedway is considered to be adequately managed and the effects on the transport network is considered to be less than minor, and no parties are considered to be affected by this proposal.

4. Access

The site is accessed directly from Sandflat Road. The access is also already formed. It is recommended that the access is maintained in compliance with Part 29 of Council's Roothing Policy, Jan 2015. Engineering agrees with this condition. Overall, in combination with the access, and traffic management, the effects on the transport network is less than minor.

5. Servicing

The servicing of the buildings has been addressed through the various building consents, and therefore servicing is not required to be addressed as part of this assessment. This remains the case, if any further buildings, expansions, or extensions are required to support the activity. Engineering has reviewed the applicant and agrees that no additional conditions are considered to be necessary, especially given that the site is connected to the Councils wastewater and water reticulated systems. Engineering reviewed the Development/Financial Contributions, and given the activity is already occurring, no contributions are required to be payable.

6. Reverse Sensitivity

Since the speedway commenced, further subdivisions and development has taken place within these new lots as well within the Highland Motorsport Park. There are reverse sensitivity clauses on these new consents (for example the stone drive development RC 190404, 200106, 200226 & 200369) that states the following:

15. *The owner(s) of Lots 1 – 17 is/are aware of and will take all reasonable and appropriate steps to advise all purchasers, lessees, licensees or tenants, or any other user coming to use having an interest in Lots 1 – 17 or any part thereof:*

(c) The usual incidences of Speedway and Motorsport activities (including but without limitation) increased traffic movement, race car and speedway car engine noise, amplified public announcements and music day and night, dust generation and crowd noise, all of which have which consequences beyond the proximate Speedway and Motorsport Park.

16. *On Lots 1 – 17*

(a) Noise Sensitive Spaces within a building to be used for residential activity shall be designed, constructed and maintained to ensure that the following noise level reductions are achieved.

D2m,nTw,+Ctr For Bedrooms	D2m,nTw,+Ctr for Other Noise Sensitive Spaces
38	34

(b) The D2m,nTw,+Ctr assessment shall be determined in accordance with ISO 717-1 Acoustics - Rating of sound insulation in buildings and of building elements – part 1 : Airborne Sound Insulation;

(c) Noise Sensitive Spaces includes:

- (i) Bedrooms, kitchens, living areas and any other habitable rooms in dwellings;*
- (ii) Any other rooms containing noise sensitive activities that are occupied frequently or for extended periods;*
 - But this does not include spaces insensitive to noise such as hallways, laundries, bathrooms, toilets, garages, closets, lobbies, workshops or storage spaces.*

(d) Compliance shall be demonstrated by a report from suitably qualified and experienced acoustics expert at the time of application for a residential activity. The report shall detail the constructions and assumptions used in the calculation process. Noise measurement is not required.

(e) Where the design requires windows and doors to be closed to meet the requirements, all Noise Sensitive Spaces shall be ventilated or supplied with fresh air to meet the requirements of the Building Act and shall be mechanically cooled (air conditioned) to ensure that the occupants do not need to open windows or doors for thermal comfort.

These conditions advise all purchasers, lessees, licensees or tenants, or any other user buying or using of these lots of the location and effect the speedway may have beyond the boundaries, and the responsibility of the landowners to construct the habitable spaces within buildings to a specific standard to reduce the noise generated from this activity. These conditions are considered to be sufficient at reducing these reverse sensitivity effects produced by the speedway.

7. Cumulative Effects

This activity is existing, and any additional changes are associated and/or connected with the existing activity do not have a cumulative effect that is more than minor on the receiving environment.

8. Positive Effects

The activity has the following positive effects, which are outlined in the application, and summarised below.

- CMS run a mentorship and training program that allows new and up-and-coming drivers to learn from more experienced, and long-term drivers – who have had international and national exposure.
- CMS host school groups, who work with a mentor on race car projects designed to inspire, increase confidence and skills. This initiative assists in getting young people involved in the sport, but also gives them valuable life skills.
- CMS provides for Cromwell and the greater Central Otago region with a dedicated tourism venture, that is captured with other motorsport facilities in its periphery.
- CMS has been a long-standing family friendly event space.

The activity actively benefits the motorsport and the wider Cromwell community.

NOTIFICATION ASSESSMENT

Mandatory Exclusions from Assessment (s95D)

- A: Effects on the owners or occupiers of land on which the activity will occur and on adjacent land (s95D(a)).
- B: An adverse effect of the activity if a rule or national environmental standard permits an activity with that effect (s95D(b)).
- C: Where an activity is a restricted discretionary activity, matters outside of Council's discretion must be disregarded (s95D(c)). In this instance, the activity is a discretionary activity, and the Council has full discretion over any matters of relevance.
- D: Trade competition and the effects of trade competition (s95D(d)).
- E: All effects on the parties which have provided written approval to the application are disregarded. In this instance, no written approvals have been provided approval as part of the application as identified earlier in this assessment.

Public Notification

Section 95A of the Resource Management Act 1991 sets out a step-by-step process for determining public notification. Each step is considered in turn below.

Step 1: Mandatory public notification in certain circumstances

- Public notification has not been requested.
- There has been no failure or refusal to provide further information.
- There has been no failure to respond or refusal to a report commissioning request.
- The application does not involve the exchange of recreation reserve land.

Step 2: If not required by Step 1, public notification precluded in certain circumstances

- There are no rules or national environmental standards precluding public notification.
- The application does not involve: a controlled activity, nor a boundary activity. As a result, public notification is not precluded under Step 2.

Step 3: If not precluded by Step 2, public notification required in certain circumstances

- There are no rules or national environmental standards requiring public notification.
- The activity will not have, or be likely to have, adverse effects on the environment that are more than minor as discussed in the assessment above.

Step 4: Public notification in special circumstances

- There are no special circumstances that warrant the application being publicly notified. There is nothing exceptional or unusual about the application that makes public notification desirable.

Limited Notification

Section 95B of the Resource Management Act 1991 sets out a step-by-step process for determining limited notification. Each step is considered in turn below.

Step 1: Certain affected groups and affected persons must be notified

- The activity is not in a protected customary rights area; the activity is not an accommodated activity in a customary marine title area; and, the activity is not on or adjacent to, or might affect, land that is the subject of a statutory acknowledgement.

Step 2: If not required by Step 1, limited notification precluded in certain circumstances

- There are no rules or national environmental standards precluding limited notification.
- The application does not involve a controlled activity that is not a subdivision.

Step 3: If not precluded by Step 2, certain other affected persons must be notified

- The application does not involve a boundary activity.
- The proposal falls into the 'any other activity' category. The effects of the proposal on persons are assessed below.

ASSESSMENT - EFFECTS ON PERSONS

No other persons are considered to be adversely affected by this proposal.

Step 4: Further notification in special circumstances

- There are no special circumstances that warrant the application being limited notified. There is nothing exceptional or unusual about the application that makes limited notification to any other persons desirable.

OVERALL NOTIFICATION RECOMMENDATION

In accordance with the assessment outlined above notification is not required.

SUBSTANTIVE DECISION ASSESSMENT

Effects

In accordance with section 104(1)(a) of the Resource Management Act 1991, the actual and potential adverse effects associated with the proposed activity have been assessed and outlined above. It is considered that the adverse effects on the environment arising from the proposal are no more than minor.

Offsetting or Compensation Measures

In accordance with section 104(1)(ab) of the Resource Management Act 1991, there are no offsetting or compensation measures proposed or agreed to by the applicant that need consideration.

Objectives and Policies

In accordance with section 104(1)(b) of the Resource Management Act 1991, the objectives and policies of the Central Otago District Plan were taken into account when assessing the application. The applicant has provided an assessment of the relevant objectives and policies in the application, and these are adopted for the purposes of this report. The proposal is considered to be consistent with the relevant objectives and policies of the Central Otago District Plan.

Operative and Proposed Regional Policy Statements

The Otago Regional Policy Statement 2019 (RPS2019) was partially operative on 04 March 2024. The Proposed Otago Regional Policy Statement 2021 (Proposed RPS 21) was notified on 26 June 2021. After taking into consideration the operative and proposed Regional Policy Statements for Otago, I consider that the policy direction given by the District Plan is certain and complete and, as such, there is no need to revert to higher order planning instruments.

Other Matters

Having regard to section 104(1)(c) of the Resource Management Act 1991, no other matters are considered relevant.

Part 2

Based on the findings above, I consider that the proposal would satisfy Part 2 of the Resource Management Act 1991. Granting of consent would promote the sustainable management of District's natural and physical resources.

RECOMMENDATION

After having regard to the above planning assessment, I recommend that:

1. This application be processed on a non-notified basis, pursuant to sections 95A and 95B of the Resource Management Act 1991.

2. The Council grant consent to the proposed activity under delegated authority, in accordance with sections 104 and 104B of the Resource Management Act 1991, subject to the conditions imposed under section 108 of the Act listed below.



Stephanie Dwyer
PLANNING OFFICER - CONSENTS

Date: 9 October 2024

DECISION

I have read both the notification assessment and substantive decision assessment in this report. I agree with the recommendations above.

Under delegated authority on behalf of the Central Otago District Council, I accordingly approve the granting of resource consent to the proposal as outlined in the attached notice:



Tim Anderson
TEAM LEADER – PLANNING - CROMWELL

Date: 10 October 2024

Consent Type: Land Use Consent

Consent Number: RC 240089

Purpose: The continued operation of the Central Motor Speedway in a Rural Resource Area.

Location of Activity: 51 Sandflat Road, Cromwell

Legal Description: LOT 1 DP 403966 (Record of Title 413533).

Lapse Date: 10 October 2029, unless the consent has been given effect to before this date.

Conditions:

1. The Central Motor Speedway must be undertaken in general accordance with the approved plans attached to this certificate as Appendix One, and the information provided with the resource consent application received by the Council on 9 May 2024, and further information received on 27 September 2024, except where modified by the following conditions.
2. The Speedway Season must operate as follows:
 - (a) Run from 1st September to 31st August each year (inclusive),
 - (b) Hours of operation between 9 am and 11pm,
 - (c) Number of spectators is limited to 3,000 per event.
 - (d) The number of events must be limited to:
 - i. 5 non-racing events, such as car shows,
 - ii. 15 to 25 race meetings and practice days,
 - iii. Two national title events, and
 - iv. An unspecified number of "other" events such as burnout competitions
3. The speedway, stock car, ancillary buildings, and carparking must be sited and maintained in general accordance with any building located on the site to date of granting of this consent, and in accordance with the approved plans attached to this certificate as Appendix One.
4. No carparking may occur along Sandflat Road, if any additional parking is required, it must be provided at the Highlands Motorsport Park, with agreement of the Chief Executive Officer of Highlands.
5. Any permanent structures or buildings (including the tyres located at the site entrance) must comply with the rural colour palette outlined under Rule 4.7.6D of the Central Otago District Plan.
6. The speedway activity must be undertaken in accordance with the approved Traffic Management Plan. The Traffic Management Plan must be reviewed on an annual basis and updated by a suitably qualified and experienced professional. The updated plan must be provided to the Roading Manager for approval at least 10 working days prior to the end date specified on the plan.
7. The bunding established along Sandflat Road, to screen the speedway activity from Sandflat Road, must be planted with grass or native plants that are suited to the local environment and must be maintained thereafter. Any dead or diseased plants must be replaced within the next growing season.

8. There must be no more than one sign on the property clearly visible from Sandflat Road, provided that:
 - (a) That the signboard indicates only the name of the property and the nature and dates of the meetings on the property;
 - (b) That no part of such signboard shall be more than 5 metres above ground level;
 - (c) That the dimensions of the sign shall not exceed 4 square metres in area, and
 - (d) That the sign shall not be illuminated or reflectorised.
9. The consent holder must manage internal traffic within the site to ensure that there is no traffic congestion on public roads.
10. The site must be kept in a tidy condition at all times to the satisfaction of the Council's Planning Manager.
11. The construction and maintenance of safety walls, fences, and barrier; the emission of noise, and general conduct of activities on the property must at all times comply with the New Zealand Speedway Association.
12. The access to the site from Sandflat Road, must be maintained in accordance with Part 29 of Council's Roading Policy, January 2015.
13. The consent holder must pay to the Council all required administration charges fixed by the Council pursuant to section 36 of the Resource Management Act 1991 in relation to:
 - (a) Administration, monitoring and inspection relating to this consent; and
 - (b) Charges authorised by regulations.
14. In accordance with Section 128 of the Resource Management Act 1991 (the Act), the conditions of this consent may be reviewed on and in the period within 6 (six) months upon each anniversary of the date of this consent, if, on reasonable grounds, the consent authority finds that:
 - (a) There is or is likely to be an adverse environmental effect as a result of the exercise of this consent, which was unforeseen when the consent was granted;
 - (b) Monitoring of the exercise of the consent has revealed that there is or is likely to be an adverse environmental effect; or
 - (c) There has been a change in the circumstances and the conditions of consent are no longer appropriate in terms of the purpose of the Act.

Advice Notes:General

1. *In addition to the conditions of a resource consent, the Resource Management Act 1991 establishes through sections 16 and 17 a duty for all persons to avoid unreasonable noise, and to avoid, remedy or mitigate any adverse effect created from an activity they undertake.*
2. *Resource consents are not personal property. The ability to exercise this consent is not restricted to the party who applied and/or paid for the consent application.*
3. *It is the responsibility of any party exercising this consent to comply with any conditions imposed on the resource consent prior to and during (as applicable) exercising the resource consent. Failure to comply with the conditions may result in prosecution, the penalties for which are outlined in section 339 of the Resource Management Act 1991.*
4. *The lapse period specified above may be extended on application to the Council pursuant to section 125 of the Resource Management Act 1991.*

5. *This is a resource consent. Please contact the Council's Building Services Department, about any building consent requirements for the work.*

Issued at Central Otago on 10 October 2024



Stephanie Dwyer
Planning Officer

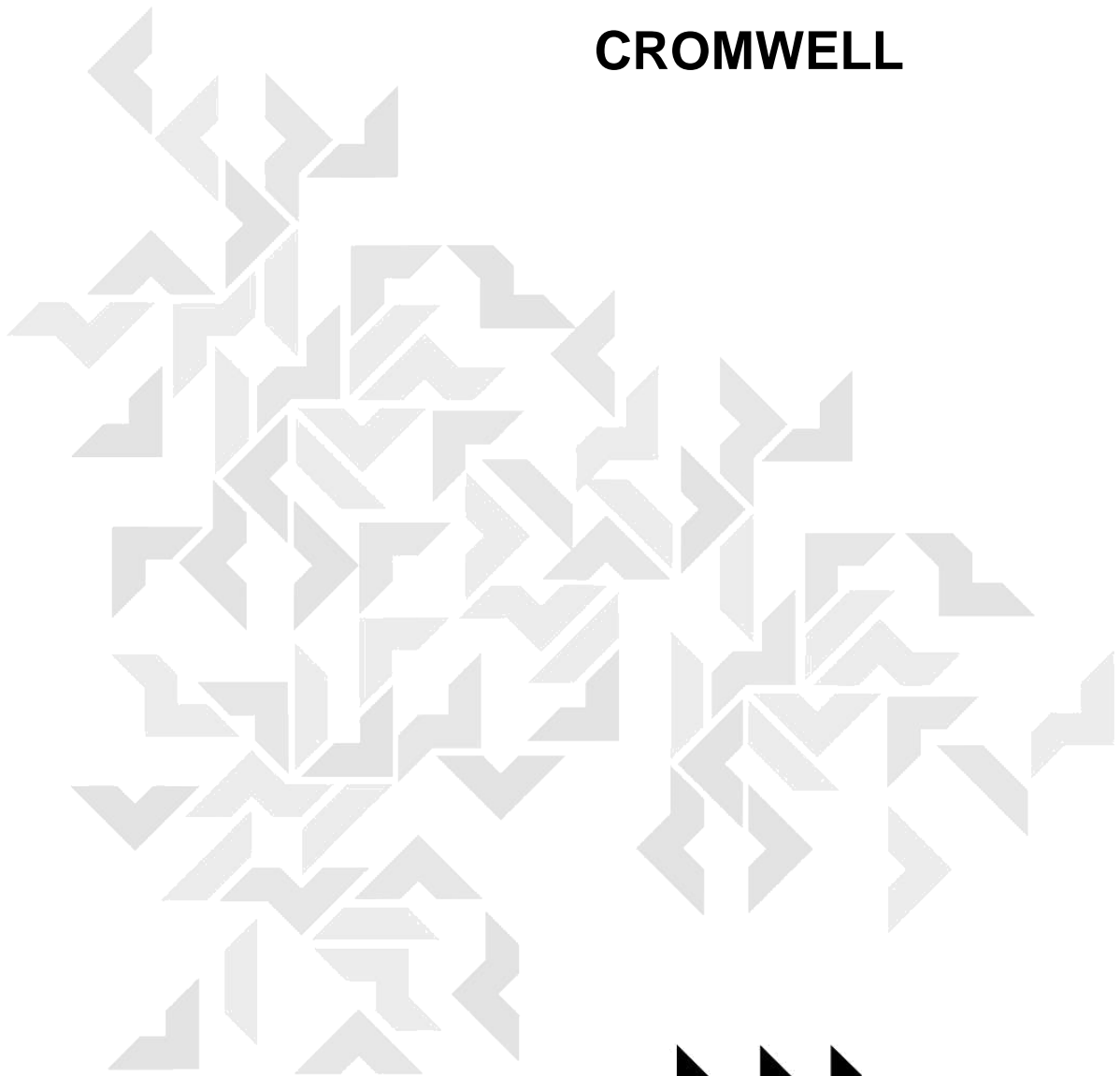
Appendix One: Approved Plan/s for RC 240089 (scanned image(s), not to scale)





51 Sandflat Road

CROMWELL





Prepared by: Lindsay Borrie
Internally reviewed: Yes

File Reference: L/256316

PROPERTY VALUATION & ADVISORY

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Assessment of Rental Value



Address: 51 Sandflat Road, Cromwell

Date of Inspection: 12 April 2025

Date Effective: 1 July 2025

APL Reference: L/256316

Instructed By: Zelda Zeelie

Prepared For: Central Otago District Council



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Rental Valuation Summary

This Rental Valuation Summary must be read in conjunction with the whole report.

Address of Property	51 Sandflat Road, Cromwell
APL Reference	L/256316
Instructed By	Zelda Zeelie
Prepared for (Client)	Central Otago District Council
Other Intended Users	<i>See Subsection 1.2 Client and intended users</i> Nil
Intended Use of Valuation	Market Rental
Brief Description of Property	Under consideration is a large Rural Resource Area and on the southern out squirts of Cromwell at 51 Sandflat Road, Cromwell. It is used as the Cromwell Speedway.
Date of Inspection	12 April 2025
Effective date of Rental	1 July 2025
Value Assessment	
Rental Value	\$50,000 per annum plus GST and outgoings
Prepared By	Lindsay Borrie Registered Valuer, ANZIV/SPINZ lindsay.borrie@aplproperty.co.nz Annual Practicing Certificate No.32328
Extent of Involvement	Inspection of Property Valuation Calculations Authoring of Report



Detailed Property Report and Valuation

1 Introduction

1.1 Identification and Status of the Valuer

The valuation has been undertaken by Lindsay Borrie (Certificate of Registration Number 2766), who is suitably qualified and authorised to practise as a valuer. The valuer is able to provide an objective and unbiased valuation and has no material connection or involvement with the subject property, the client or intended users.

The Registered Valuer, who has signed this report holds a current Annual Practising Certificate.

1.2 Our Client

This valuation has been prepared under instructions received from Zelda Zeelie (the instructing party) for the use of Central Otago District Council (our client).

1.3 Other Intended Users

In addition to our client, this report may be relied upon by the following party(ies) for the purpose stated in section 1.4 of this report.

▲ Nil

Other than our client and other intended users, this report is not to be relied upon by any other person for any other purpose without the prior permission of APL.

1.4 Identification of Asset and Purpose of the Valuation

The valuation in this report is for the purpose of assessing Rental Value for the premises at 51 Sandflat Road, Cromwell. The Rental Value is assessed pursuant to the lease agreement dated 1 July 2005.

1.5 Valuation Currency

This valuation is expressed in New Zealand Dollars.

1.6 Basis of Rental Value

Market Rent is defined by International Valuation Standards as is the estimated amount for which an interest in real property should be leased on the valuation date between a willing Lessor and a willing Lessee on appropriate lease terms in an arm's length transaction after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion.

Contract Rent is the rent payable under the terms of an actual lease. It may be fixed for a duration of the lease, or variable.

In calculating the Market Rent, the valuer must consider the following:



- ▲ In regard to the Market Rent subject to the lease, the terms and conditions of that lease are the appropriate lease terms unless those terms and conditions are illegal or contrary to overarching legislation and
- ▲ In regard to the Market Rent that is not subject to a lease the assumed term and conditions are the terms of a notional lease that would typically be agreed in a market for the type of property on the valuation date between market participants.

1.7 Valuation Dates

Date of Inspection: 12 April 2025

Effective date of Rental Value Assessment: 1 July 2025

1.8 Nature and Extent of Investigations

We confirm that we inspected readily accessible parts of the Property on 12 April 2025. There were no special limitations or restrictions on the inspection, enquiry and analysis for the purpose of this valuation unless stated below.

1.9 Nature and Source of the Information Relied Upon

Information used to prepare the valuation has been obtained from our property inspection, and public records. Additional information relied upon includes:

Information	Source
Title Documents:	Land Information New Zealand
Planning Details:	Central Otago District Council District Plan
Sales Information:	Real Estate Institute of New Zealand & Headway Systems Databases
Building Plans & specifications:	N/A
Other Documentation:	Resource Consent 240089 from CODC.

No other information or documentation of particular significance to the valuation has been relied upon without specific verification by the Valuer.



1.10 Assumptions and Special Assumptions

This report contains some standard assumptions. See section 8 and Appendix A Qualifications and Disclaimers. Any special assumptions are detailed as follows:

Assumptions: Nil

Special Assumptions: Nil

1.11 Restrictions on Use, Distribution or Publication

The valuation and all valuation services are provided by APL Property Valuation Ltd solely for the use of the addressee and the client. APL Property Valuation Ltd does not and shall not assume any responsibility to any person other than the addressee and the client for any reason whatsoever, including breach of contract, negligence (including negligent mis-statement) or wilful act or default of itself or others by reason of or arising out of the provision of this valuation or valuation services. Any person, other than the addressee and the client, who uses or relies on this valuation, does so at their own risk.

This valuation has been completed for the specific purpose stated in this report. No responsibility is accepted in the event that this report is used for any other purpose.

Neither the whole nor any part of this valuation report, or any reference to it, may be included in any published document, circular or statement without our written approval as to the form and context in which it may appear.

This valuation report is provided subject to the assumptions, disclaimers, limitations, and qualifications noted in this report and to those included in this section and as set out in **Appendix A**.

1.12 Valuation Standards

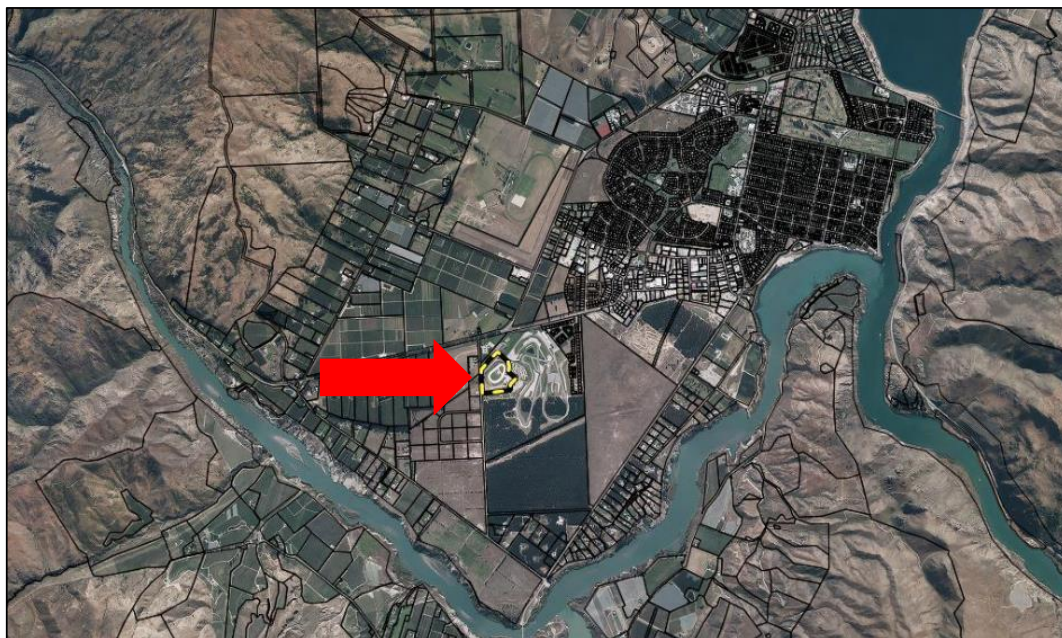
This valuation conforms to:

- ▲ International Valuation Standards (IVS) effective 31 January 2025
- ▲ The Australia and New Zealand Standards and Guidance Papers for Valuers and Property Professionals (GPVPP).



2 Property Information

2.1 Situation and Locality



Source: CODC GIS Mapping

NB. Please note that the boundaries noted are indicative only

The property is located on Sandflat Road, on the south western side of Cromwell.

Cromwell is centrally located in the Central Otago Region, being approximately 35km north of Alexandra, 61km east of Queenstown and 55km south of Wanaka. Adequate retail and commercial facilities are available in Cromwell with further services available in Alexandra and Queenstown. Both Primary and Secondary schooling is available in Cromwell.

Surrounding property is the Highlands Motorsport Park on the northern, eastern and southern boundaries. To the west are smaller blocks used for industrial and residential use.



2.2 Site Description and Services



Aerial photo of the Site at 51 Sandflat Road, Cromwell

Source: CODC GIS Mapping

Note: The boundaries shown above may not be accurate.



Site area	8.3217 ha
Site description	An irregular shaped site that is mostly level except along the northern boundary where there is a terrace, providing an embankment to watch the speedway racing.
Services	Local Authority services reticulated to site.
Environmental	<p>Our enquiries indicate that the site has not previously been utilised for any industrial or manufacturing use or for the storage (either above ground or underground) of any chemical substance.</p> <p>Our enquiries at Central Otago District Council indicate that it is not aware of the existence of any site contamination. Whilst our visual inspection of the site surface has not revealed any evidence of site contamination, we have not investigated the site beneath the surface or undertaken vegetation or soil sampling, nor have we been provided with an environmental site assessment or similar. We have assumed that the property is not affected by site contamination. We reserve the right to review and if necessary, vary our report and opinions provided if any contamination or other environmental issues are identified. No responsibility is assumed for any such conditions, and the addressee of this report is advised that the valuer is not qualified to detect such substances, quantify the impact on values or estimate the remedial cost.</p>



2.3 Resource Management

2.3.1 District Plan Zoning

Confirm zoning, permitted activities

The above information is not intended to be professional resource management advice and is provided for valuation purposes only. We recommend a qualified resource management consultant be employed for further detail if required.

2.3.1 Hazard Information

Hazards	Our enquiries at Otago Regional Council indicate that the property is not subject liquefaction or flooding.
Source	Otago Regional Council Hazard Portal
Description	N/A
Mitigating Factors	Nil
Comment	<p>Significant Natural Hazards could, if present, adversely affect the value of the Property. The stated value estimate is on the assumption that no hazard known or unknown would cause loss in value. No responsibility is assumed for any such conditions, and the addressee of this report is advised that the valuer is not qualified to detect such hazards, quantify the impact on values or estimate the remedial cost.</p> <p>While we have taken due care to note any reported hazards, our investigations have been undertaken for valuation purposes only, and this report is not a site survey or geotechnical assessment. Unless stated otherwise, we have not taken into account the effect on value due to natural hazards.</p>

2.4 Land Description

Overview	<p>In accordance with onsite measurements taken during inspection, the following areas have been adopted for valuation purposes:</p> <p>The land area has been obtained from the Title at 8.3217 ha. The land is irregular in shape, mostly level except for an embankment along the northern boundary providing a natural grandstand for spectators.</p>
-----------------	---



Carparks	Not applicable.
Common Areas	No common areas.
Landlord improvements	Not applicable.
Building Services	Not applicable.
Seismic Assessment	Not applicable.



3 Lease Details

We have relied upon a copy of the lease agreement provided by Zelda Zeelie, of CODC. Lease details are summarised as follows.

Tenant (Lessee)	Central Speedway Club Cromwell Inc
Landlord (Lessor)	The Central Otago District Council
Premises	All that land (known as the Cromwell Speedway) and dwelling including associated outbuildings (known as the Speedway House) situated on Sandflat Road, Cromwell comprising 8.360 hectares more or less being Part of Lot 2 DP 307492 as shown on the attached plan more particularly outlined in red and comprised within Computer Freehold Register 29018 (Otago Land District).
Carparks	Not applicable
Guarantor	Not applicable
Commencement Date	1 July 2005
Term	Ten (10) years
Right of Renewal	One (1) right of renewal of ten (10) years
Final Expiry	30 June 2025
Commencement Rent	\$10,500 plus GST per annum
Current Rent	\$20,500 plus GST per annum
Rent Reviews	1 July 2010, 1 July 2015, 1 July 2020
Proportion of Outgoings	100%
Outgoings	Standard
Business Use	Motor Sport Activities and associated Caretaker's Residence
Analysis of Rent	Difficult to split rental between land and building.
Other	THE Lessee shall pay to the Lesser an annual rent for the Land of the amount specified in the First Schedule which in accordance with Cromwell Community Board Resolution 05.7.15(B)(4) shall be at the current market rent assessed by registered valuation which the Board resolves to rebate back upon application by the Lessee (Central Motor Speedway Club Cromwell) less the sum of \$2,000 plus GST which is to be credited to a special account in the Club's name, similar to accounts already established for other clubs that lease Council land in Cromwell.



Comment

Following discussion with Zelda Zeelie, it is our understanding that the improvements on the property, that is all the buildings and any other improvements, are owned by the Cromwell Speedway Club and not included in this assessment. Land only.

Outgoings

In the course of APL Property Valuation Ltd's instruction an estimate or budget for outgoing has not been provided for the subject premises.

As such, it is necessary to assume that the level of outgoing attributable sits within a reasonable band consistent with the subsequent body of tabled rent evidence for like properties which are similarly void of outgoing information. In keeping with observation of market behaviour, such additional occupancy costs are frequently unknown by letting agents and/or typically a peripheral consideration in the observed functioning of the Queenstown retail and commercial leasing market.

4 Market Commentary

4.1 Local Overview of Rental Market

During 2024 we experienced low volumes of sales activity in the commercial/industrial space across Central Otago. We have seen the yields commercial/industrial remain stable over the last twelve months, despite low sales volumes.

With the rising costs of operating a business in the Queenstown Lakes District, Cromwell and Central Otago are seen as more affordable locations for businesses. Cromwell is also well-located geographically, having close proximity to both Wanaka and Queenstown, along with being on the main highway north to Christchurch and east to Dunedin. Inevitably with the rise in rents in Queenstown and Wanaka, there has been demand for commercial and industrial premises in Cromwell from businesses looking for more affordable premises.

Our observations of the market indicate that rental levels have increased over the last two years, with a number of recent lettings indicating rising rates per square metre. This is particularly evident in Cromwell, the main industrial centre of the region. Alexandra has also experienced some growth but at a more modest level, as this market is more underpinned by the rural sector which has not seen the same resilience as the tourism sector, which influences the wider Cromwell property market.

There continues to be a lack of large floor plate tenancies in Cromwell and there appears to be strong levels of demand from existing tenants looking to expand their premises, and larger nationwide business looking to establish business in Central Otago. There is particular demand for modern accommodation, with older buildings achieving lower rentals due to a preference for quality and presentation. While there is demand for new premises in Cromwell, the cost of developing new buildings is still prohibitive, to a



point where the rental return required to make these developments feasible is considerably above current market levels for existing premises.

Occupancy levels remain high in Cromwell, particularly in the industrial area, owing to a lack of available premises leaving occupants with limited options outside of their existing premises.

There are several newly developing industrial subdivisions on the southwestern fringe of Cromwell's industrial area, which has seen good uptake across varying sizes of lots from 500 square metres to over 5,000. This is seen as positive overall for the district.

In regionwide developments, a Resource Consent application has been made through the Fast-Track Process for Santana Minerals' Bendigo-Ophir Gold Project. It is expected this project will take up to twelve years and has a projected revenue of \$4.4 billion based on current gold prices.

5 SWOT Analysis

Strengths	Weaknesses
<ul style="list-style-type: none"> Large open flat block of land 	<ul style="list-style-type: none"> None noted
Opportunities	Threats
<ul style="list-style-type: none"> Opportunities for development 	<ul style="list-style-type: none"> Downturn in local economy Downturn in New Zealand economy

6 Valuation Approaches and Methods

In arriving at our assessment of market rental for the property, a number of methods of valuation are available. We have relied on the Market Approach as per IVS 105 and utilise the following valuation method(s):

- Comparable Transaction Method

The market approach provides an indication of value by comparing the asset with identical or comparable (that is similar) assets for which price information is available.

APL Property Valuation Ltd apply industry standard valuation methodology in estimating the value of property. This involves regard to the definition of market value and market-based evidence. The accuracy of our estimate is dependent on market derived evidence from industry sources and market participants that we have not independently verified. Equally there may be market evidence which we are not privy to at the date of valuation. The Client or intended user accept the risk that if any of the unverified information provided by others and referred to in our valuation is incorrect and or if market



evidence becomes available which we were previously not privy to, then this may have an effect on the valuation.

6.1 Comparable Transactions Method

This method considers the new leases and rent reviews of similar properties and related market data to establishes a market rental assessment by processes involving comparison. In general, the property being valued is compared with transactions of similar properties that have been transacted in the market. Adjustments are made for factors which affect value such as location, lease terms, footfall, frontage, size, age of improvements, and overall quality.

But because this is a ground rental, there are very few rents of this type to use as comparable rents. The alternative method is to assess a land value and then apply a percentage of that as a ground rental. Our calculations below use this method.

6.2 Land Sales

In assessing the ground rent for we have to consider what the land may be worth. The following are land sales around Cromwell of Rural Resource Area zoning.

Address	Sale Date	Sale Price	Ha	SP/ha	Site	Bal SP	Per ha Bal
Swann Road	Nov-24	\$420,000	1.8374	\$228,584	\$400,000	\$20,000	\$13,914
Hawksburn Road	Jan-25	\$650,000	2.1687	\$299,719	\$600,000	\$50,000	\$28,269
Gully Road	Dec-24	\$940,000	5.5711	\$168,728	\$650,000	\$290,000	\$56,081
Stone Drive	Nov-24	\$975,000	2.0112	\$484,785	\$850,000	\$125,000	\$77,582
Pigeon Rock Road	May-24	\$1,000,000	8.3414	\$119,884	\$600,000	\$400,000	\$50,369
Stone Drive	May-24	\$1,000,000	2.0029	\$499,276	\$850,000	\$150,000	\$93,580

We have analysed these sales two ways. One is a raw sale price per hectare and secondly assessing a value for the building platform, then assessing a value per hectare for the balance land and balance sale price.

The raw value per hectare ranges from \$120,000 to \$499,000. With the building platform removed the balance land ranges from \$14,000 to \$94,000 per hectare.

Using this analysis, we have arrived at a land value of \$1,250,000, as follows:

a. Raw rate per hectare

Property	8.3217	@	\$150,000	\$1,248,255
	8.3217			\$1,248,255
		say		\$1,250,000



b. Building Platform plus balance

Site	0.3217	@		\$850,000
Balance	8.0000	@	\$50,000	<u>\$400,000</u>
	8.3217			\$1,250,000

Using this land value, we have applied a percentage of land value to arrive at a ground rent. This is as follows:

Land Value	Int Rate		
\$1,250,000	3.00%	\$37,500	
	3.25%	\$40,625	
	3.50%	\$43,750	
	3.75%	\$46,875	
	4.00%	\$50,000	adopt \$50,000
	4.25%	\$53,125	
	4.50%	\$56,250	
	4.75%	\$59,375	
	5.00%	\$62,500	
	5.25%	\$65,625	
	5.50%	\$68,750	
	5.75%	\$71,875	

7 Valuation

7.1 Assessment of Rental Value

Having had regard to the available market evidence and factors outlined in the body of this report, we assess the Rental Value of the subject property to be **\$50,000 per annum plus GST and outgoings.**



8 Qualifications and Disclaimers

8.1 Extension of Liability

This valuation is subject to all the terms and conditions set out in this report.

This valuation report is provided subject to the assumptions, disclaimers, limitations and qualifications detailed throughout this report and in **Appendix A**. Reliance on this report and extension of our liability are conditional upon the readers' acknowledgment and understanding of these statements.

8.2 Valuation Subject to Change

The values provided in this valuation are our opinion as at the date of valuation only. These values may change significantly and unexpectedly over a relatively short period of time due to market conditions or factors specific to the property. We do not assume any responsibility or accept liability for loss alleged to have been sustained through fluctuation in the market value of the asset or security after the date of valuation. Without limiting the above statement, we do not assume any responsibility or accept any liability where this valuation is relied upon after the expiration of 3 months from the date of the valuation, or such earlier date if you become aware of any factors that may have any effect on the valuation.

8.3 Professional Indemnity Insurance

We confirm that we hold professional indemnity insurance and that the Registered Valuer signing the report is covered by this policy.



9 Contact Details

A handwritten signature in blue ink, appearing to read 'Lindsay Borrie', with a stylized flourish at the end.

Lindsay Borrie

Registered Valuer, ANZIV/SPINZ

lindsay.borrie@aplproperty.co.nz

Annual Practicing Certificate No.32328

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Appendix A: Disclaimers, Limitations and Qualifications

Compliance Statement

We also confirm that; the statements and facts presented in the report are correct to the best of the Valuer's knowledge; the analysis and conclusions are limited only by the reported assumptions and conditions; the valuation is performed in accordance with the NZIV Code of Ethics and Performance Standards; the Valuer has satisfied professional education requirements; the Valuer has made a personal inspection of the property (unless stated otherwise in the report).

Experience

The principal signatory and or co-signing Valuer have all appropriate qualifications and registrations enabling them to practise as a Valuer.

Boundaries

We have not conducted a survey of the property and its boundaries and assume no responsibility in connection with such matters. Unless otherwise stated it is assumed that all improvements lie within the title boundaries. Any sketch, plan or map in this report is included to assist the reader in visualising the property and should not be relied upon as being definitive.

Consumers Guarantees Act

APL has a policy of not contracting out of the provisions of the consumer Guarantees Act. Accordingly, where there is any conflict between any statement in this report and the consumer Guarantees Act 1993, the latter shall prevail.

Structural and Pest

No inquiries in respect of any property, or of any improvements erected thereon, has been made for any sign of timber infestation, asbestos or other defect, whether latent, patent or structural.

Structural

We have undertaken a visual inspection in respect of any building valued but must advise that we have not commissioned structural surveys or tested any of the services and are therefore unable to confirm that these are free from defect. We further note that we have not inspected unexposed or inaccessible portions of any building and are therefore unable to certify that these are free from defect. Any elements of deterioration apparent during our consideration of the general state of repair of buildings has been noted or reflected in our valuation. We are, however, unable to give any warranty as to structural soundness of any building and have assumed in arriving at our valuation that there are not structural defects or the inclusion of unsatisfactory materials.

Total Compliance

It has been assumed that all improvements to the property comply with the terms and conditions of all relevant legislation and requirements of territorial authorities except as detailed herein.

Records of Title and/or Leases

We have relied on copies of Records of Title and Leases provided and the valuation is issued on the understanding that these are accurate copies and no dealings or changes have occurred to the documents provided.

**Information**

In preparing our valuation we may have relied on information supplied by the client, the instructing party, the client's advisors and/or third parties; as well as market derived evidence from industry sources and market participants. Unless otherwise stated our valuation is undertaken on the basis that the information supplied is complete and accurate. We have not independently verified third party information. APL accept no liability if any of the unverified information provided by others and referred to in our valuation is incorrect or incomplete and or if market evidence becomes available which we were previously not privy to.

The valuation is prepared on the basis that the client and instructing party have provided us with a full and correct disclosure of all information, circumstances and other material which may affect the preparation of the report and our valuation conclusion. We accept no responsibility or liability whatsoever unless such full disclosure has been made to us.

Council/Agent

Information that has been obtained verbally from the District Council or Agent for this valuation is issued on the understanding that such information is correct. We will not assume any liability for our reliance on the Local Authority's or Agents verbal advises.

General Responsibility

No responsibility is assumed for legal matters, question of survey, opinions of title, hidden or unapparent conditions of the property, soil or sub-soil conditions, engineering or other technical matters, which might render the property more or less valuable than as stated herein. If, as the result of our investigation and analysis, it came to our attention that certain problems may exist, a cautionary note has been entered in the body of the report.

Goods and Service Tax (GST)

In analysing the sales and/or leasing evidence referred to herein, it is noted that we have attempted to ascertain whether or not the sale price/rental is inclusive or exclusive of Goods and Service Tax (GST). In relation to sales evidence, it is emphasised that Land Registry Offices in New Zealand do not currently differentiate between or record whether or not the sale price is inclusive or exclusive of GST. Where we have not been able to verify whether or not GST is included in the sale price or rental, we have assumed that the record of sales price or the rental is exclusive of GST. Should this not be the case we reserve the right to reconsider our valuation.



Appendix B: Photos



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**Appendix C: Rental Certificate**

File Ref: L/256316

15 April 2025

Central Otago District Council**51 SANDFLAT ROAD, CROMWELL – RENTAL CERTIFICATE**

We confirm that further to instructions we have inspected the abovementioned premises in order to provide you with an assessment of market rent for rent review purposes.

Subject to the comments, assumptions and limitations noted in our report, we confirm that in accordance with the terms and conditions of the Lease, we are of the opinion that current market rent as at 1 July 2025 is the amount of:

\$50,000 per annum plus GST and outgoings.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Lindsay Borrie', with a stylized flourish at the end.

Lindsay Borrie

Registered Valuer, ANZIV/SPINZ

lindsay.borrie@aplproperty.co.nz

Annual Practicing Certificate No.32328



6 MAYOR'S REPORT

25.3.10 MAYOR'S REPORT

Doc ID: 2015424

1. Purpose

To consider an update from Her Worship the Mayor.

Recommendations

That the Cromwell Community Board receives the report.

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

2. Attachments

Nil

7 CHAIR'S REPORT

25.3.11 CHAIR'S REPORT

Doc ID: 2015631

1. Purpose

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

Recommendations

That the report be received.

2. Attachments

Nil

8 MEMBERS' REPORTS

25.3.12 MEMBERS' REPORTS

Doc ID: 2016102

1. Purpose

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

Recommendations

That the report be received.

2. Attachments

Nil

9 STATUS REPORTS

25.3.13 MAY 2025 GOVERNANCE REPORT

Doc ID: 2016462

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

Cromwell Works Update

- Staff will give a verbal update on Cromwell Water Treatment Plant & Bore field Upgrade.
- Capex report for the Cromwell Memorial Hall attached (see Appendix 1).

Status Reports

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

3. Attachments

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

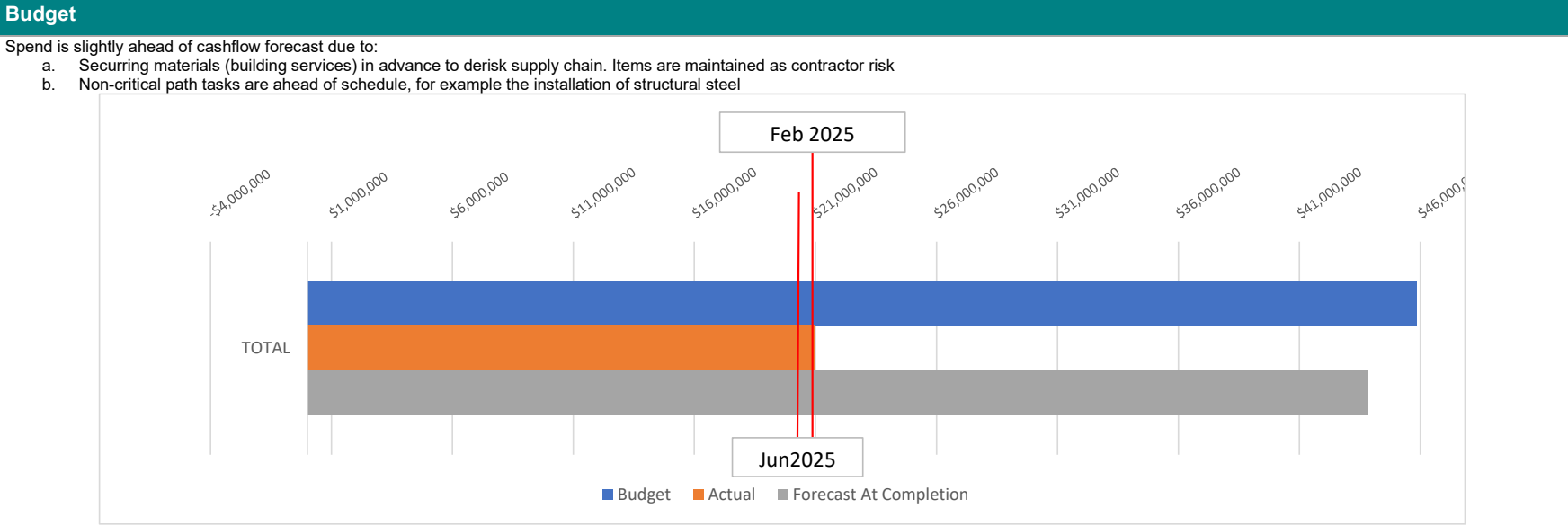
Appendix 2 - CCB Status Updates [↓](#)

Cromwell Memorial Hall Project

Estimated Start: Apr 2024 (Construction)	Estimated Finish: May 2026	Funding Source(s): Reserves, Lending, Trusts, Land Sales	Project Stage: Construction
Executive Sponsor: David Scoones	Project Owner: Garreth Robinson	Programme Manager: Garreth Robinson	Project Manager: Phil Quinn
Key Stakeholders: Council, CCB, Community, RSA, Museum, Community Groups (Fine Thyme, Theatre Groups), Community Vision / Operator (TBC), Town and Country			
Key Project Deliverables			
Construct as per the adopted Developed Design Scope (653736) providing catalyst project to the Cromwell Masterplan (2019).			
Status Update – Report 10 (March 2025)		Next Steps - December	
Health & Safety <ol style="list-style-type: none"> One minor incident reported during the period relating to worker hit head on scaffolding ledger. Incident has been addressed in appropriate manner No Lost Time Injury's (LTI's) to date External Funding <ol style="list-style-type: none"> Lottery Environment and Heritage Fund decision due 23 May 2025 Lottery Community Facilities Fund decision due 6 June 2025 Design <ol style="list-style-type: none"> Seismic design and costings received early April. Assessment of costs are underway with early indications within provisional budget tolerances. Cultural elements scope being rationalised based on remaining contingency and provisional costs. Construction <ol style="list-style-type: none"> Stitch joints (between precast panels) complete – this is a major construction milestone with the completion of a Structural steel for the auditorium installation continues Internal (pre-framed) framing within the community spaces Building services installation continues Watertight and external cladding (e.g. brick veneer) continues on the community spaces Stakeholder Engagement <ol style="list-style-type: none"> Installation of Transformer (by Delta) commences 7 April including an outage to TnC 		Design <ol style="list-style-type: none"> Museum Fitout design workstream underway External Funding <ol style="list-style-type: none"> Submission to OCT scheduled for April 2025 Construction <ol style="list-style-type: none"> Structural steel for auditorium arrival and installation will continue Trusses have arrived on site and will be installed shortly; in preparation for roof enclosure Internal framing for community zone on track for completion in April Sprinklers and siphonic drainage on track for completion in April Stair 1 is installed Auditorium and the metal tray/bridges (walkways) are in place. Raised floor ready for pouring. The transformer installation is planned ahead of programme, and all permissions are in place to undertake the works within the Town & Country Club's boundary. Stakeholder Engagement <ol style="list-style-type: none"> Coordination with TnC on power outage scheduled, including supply of generator for private function on the 16th April 	



Cromwell Memorial Hall Project

Project Health			
Flag	Previous Status	Current Status	Status Description
Overall Status	G	G	Construction phase of the project has commenced after a robust procurement and governance financial prudence process, providing resolutions on 28-Feb to proceed into construction by awarding the contract to Naylor Love
Finances	A	A	Project funding of \$45.8M approved at 28-Feb-24 Council Meeting Variation to date is \$1,592,454.60 – variations are being monitored carefully as we complete inground works (higher risk area)
Risks	A	A	Consumption of contingency has slowed and remains within current limits.
Issues	G	G	
Resources	G	G	
Key Milestones	A	G	New programme accepted with approval of EoT claim.
Health and Safety	G	G	SSSP reviewed and accepted; Site induction process implemented; WorkSafe informed on selected tasks
Scope	G	G	
Communications	G	G	Let's Talk Page being refreshed with the commencement of construction and approved detailed design

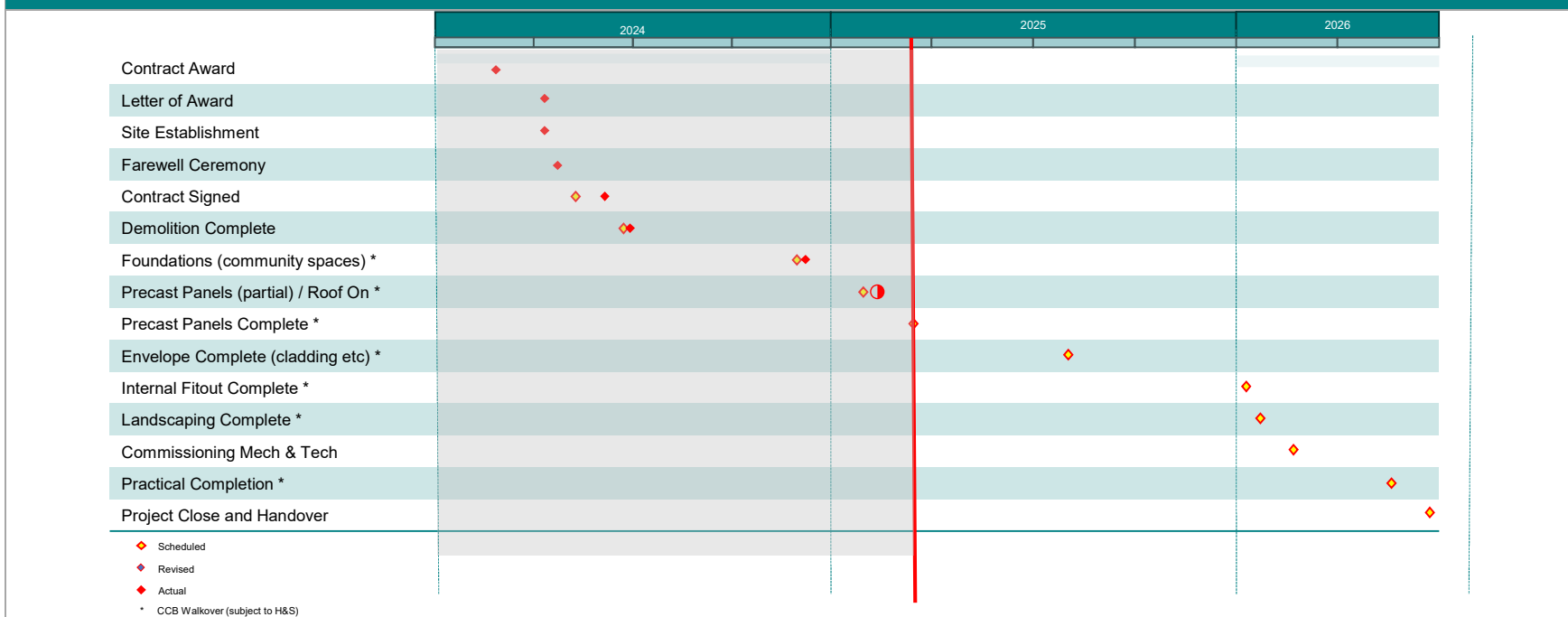


Cromwell Memorial Hall Project

Project Risk Analysis – Key Rated Risks

Flag	Risk Name	Status Comments
	Health & Safety on building site, with working at heights, heavy equipment etc poses on going risk	With Site Establishment Naylor's SSSP in effect - If no need to be onsite stay away Inductions in place WorkSafe notified on required actions
	Exceeding allocated total project cost of \$45.8M	Construction contract has high percentage fixed price Variation Process through Eng Rep will review contingency spend Remaining Provisional Items have mitigation plan underway

Milestone Report

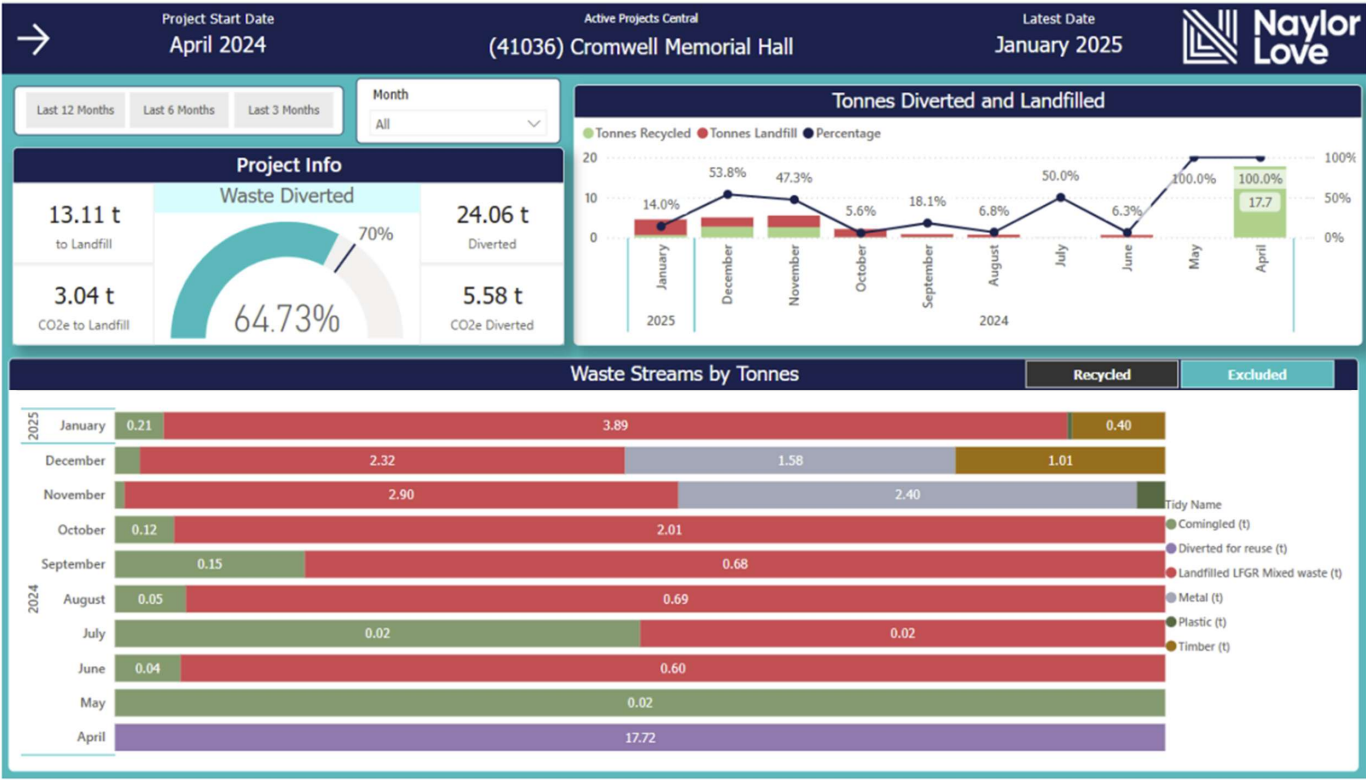


Cromwell Memorial Hall Project

Special Addendum | Timelapse Footage

The following image is from Naylor Love's waste reporting dashboard. As the project has entered the building envelope recycling opportunities are diminishing. Highlights to date are:

- 1. Overall, the project has generated 37.17 tonnes of waste, with approximately one-third sent to landfill. The remainder was either upcycled or recycled. We are close to reaching our target of diverting 70% of waste from landfill, which is a significant achievement, especially in a small town with limited commercial construction recycling options.
- 2. As part of Naylor Love's waste diversion efforts, we have been offering surplus materials to local homes and small businesses for reuse. In Queenstown last month, we hosted our first community open day, inviting a small group of participants to repurpose materials for DIY or school projects.



Cromwell Memorial Hall Project

Status Updates		Committee: Cromwell Community Board			
Meeting	Report Title	Resolution No	Resolution	Officer	Status
25/03/2025	Speed Management Consultation Proposal	25.2.9	That the Cromwell Community Board A. Receives the report and accepts the level of significance. B. Recommends the proposed speed limits for the Cromwell Ward to Council.	Roading Asset Engineer	10 Apr 2025 Feedback to be included into the Council report for the May meeting. MATTER CLOSED 31 Mar 2025 Action memo sent to report writer.
25/03/2025	Road Name Approval Report - Wooing Tree Stage 5 and 6	25.2.8	That the Cromwell Community Board A. Receives the report and accepts the level of significance. B. Agrees that the two new roads within the Wooing Tree Development be named Petrichor Court and Muller Court. C. The board requested that the Cromwell Area Road Naming Option list was reviewed and that the alternative names in the report were considered as part of this process.	Roading Administration Assistant	31 Mar 2025 Road naming information has been passed to LINZ. MATTER CLOSED 31 Mar 2025 Action memo sent to report writer.
25/03/2025	Construction of Retaining Wall at Old Cromwell Township	25.2.6	That the Cromwell Community Board A. Receives the report and accepts the level of significance. B. Approves the request from Old Cromwell Incorporated for the construction of a small retaining wall at the eastern entrance to the Cromwell Heritage Precinct as shown in Figures 1 to 3 of the report. C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.	Statutory Property Team Leader	31 Mar 2025 Old Cromwell Incorporated have been advised regarding the decision and will now commence construction of the retaining Wall. 31 Mar 2025 Action memo sent to report writer.
25/03/2025	Old Cromwell Lakefront Management Plan	25.2.5	That the Cromwell Community Board A. Receives the report and accepts the level of significance. B. Agrees to apply to Land Information New Zealand to amend the Management Agreement of the	Statutory Property Team Leader	31 Mar 2025 LINZ have been contacted to amend Management Agreement and is looking into matter. Will contact me as soon as possible. 31 Mar 2025

			<p>Lakefront of the Old Cromwell Township to include the extended area as indicated in blue on Figure 1 of this report.</p> <p>C. Agrees to the variation to the lease agreement between Council and Old Cromwell Incorporated to include the extended area.</p> <p>D. Agrees to Old Cromwell Incorporated to enter into a Memorandum of Understanding with Cromwell & Districts Community Trust to enable the construction of the replica Chinese Village.</p> <p>E. Notes that the agreement is subject to the proposal complying with the Land Information New Zealand/Council management agreement and the Council/Old Cromwell Incorporated lease.</p> <p>F. Authorises the Chief Executive to do all that is necessary to give effect to the resolution</p>		Action memo sent to report writer.
25/03/2025	Cromwell Hall Operating Decisions	25.2.4	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Recommends to Council that the Cromwell Memorial Hall will be a Council run facility for the first three years of operation with a review to be completed in the 2030-2040 Long-term Plan.</p> <p>C. Appoints Board member Sarah Browne to be an advisor to the Cromwell Memorial Hall project team.</p> <p>D. Notes the resolution from Council's 30 October 2024 meeting, "To fund the Cromwell Museum within the new Cromwell Memorial Hall complex with funding to come from Council".</p> <p>E. Notes that the Board will receive a regular summary of activities and updated timeline on operational progress to the facility opening in July 2026.</p> <p>F. Notes that the operations team is working towards achieving five key communication outcomes.</p>	Facility Experience Manager	<p>11 Apr 2025 Report to be presented to the April Council meeting for their consideration. MATTER CLOSED 11 Apr 2025 Action Memo sent to report writer.</p>

			G. Notes the Board has been presented with the forecast financial model and notes the importance of paying down the loan as soon as possible to reduce impact on rates, through land sales.		
25/03/2025	Notice of Intention to Prepare a Reserve Management Plan	25.2.3	That the Cromwell Community Board A. Receives the report and accepts the level of significance. B. Agrees to prepare a Draft Reserve Management Plan for the Cromwell Racecourse Reserve legally described as Lot 1 Deposit Plan 301554 Cromwell District, comprising 91.4629 hectares, being part Certificate of Title 64/76.	Parks and Recreation Manager	11 Apr 2025 Draft Reserve Management Plan will be presented to the May meeting. 31 Mar 2025 Action memo sent to report writer.
25/03/2025	Draft Cromwell Racecourse Recreation Plan	25.2.2	That the Cromwell Community Board A. Receives the report and accepts the level of significance. B. Approves in principle the Draft Cromwell Racecourse Recreation Plan and seek public feedback on the Plan through the Cromwell Racecourse Recreation Reserve Management Plan consultation process. C. Authorises the Chief Executive Officer to all that is necessary to give effect to the resolution.	Parks and Recreation Manager	11 Apr 2025 Draft Racecourse Recreation Plan will be incorporated into the Draft Reserve Management Plan to be presented at the May meeting. 31 Mar 2025 Action memo sent to report writer.
10/02/2025	Land Investment Strategy - Principles and Outcomes	25.1.2	That the Cromwell Community Board A. Receives the report and accepts the level of significance. B. Agrees with the draft principles and outcomes for the strategy as detailed in the report subject to amendments. C. Agrees that these draft principles and outcomes form the basis of the strategy and that work continues to develop the strategy subject to amendments.	Group Manager - Business Support	11 Apr 2025 Report to come to the June meeting. 03 Mar 2025 The revised strategy is currently being drafted. A report will come to the May meeting. 25 Feb 2025 Action Memo sent to report writer.

			D. Recommends to Council that they note work has begun on the land investment strategy and that the current draft principle and outcomes will underpin the strategy subject to amendments.		
7/05/2024	2023/24 Community and Promotions Grants Applications - 2nd Round	24.4.2	<p>That the Cromwell Community Board:</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Allocated \$36,533.20 to Dunstan East Side Trail Trust for the Feasibility Study and Concept Trail Design Plans to be funded from the community grants budget in the 2023/2024 financial year.</p>	Community Development Advisor	<p>11 Apr 2025 Work continuing, no further update.</p> <p>26 Feb 2025 The Dunstan East Side Trail project is going well, and the applicants anticipate it being completed in February/March 2025. They reported in January; "The project is going well thanks. It looks like we will be completed in February/March at the latest. We look forward to completing the accountability report thereafter. In the meantime, we can report that the full feasibility study is around 80% complete. This includes an assessment of community impact, estimated trail users, direct economic benefit, and impact on local business. We have collaborated on this with the experienced team from Southern Land since July 2024. The final steps over the coming month focus on re-engaging with relevant local land-owners and going back to the local businesses' along this trail to collect and analyse their assessment of the economic impact of the trail. We are also making sure we have enough data gathered on direct community impact and environmental impact and exploring a few interesting local partnerships."</p> <p>16 Jul 2024 No new developments - will provide and update when there has been. ON HOLD.</p> <p>24 May 2024 The Trust has been established as a new supplier and the grant has been paid. Will keep in touch with developments as they occur.</p> <p>14 May 2024</p>

					Action memo sent to staff.
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10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 17 June 2025.

11 RESOLUTION TO EXCLUDE THE PUBLIC

Recommendations

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
25.3.14 - May 2025 Confidential Governance Report	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	Commercial sensitivity
Confidential Minutes of Ordinary Board Meeting	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	Commercial sensitivity
