



AGENDA

Teviot Valley Community Board Meeting Thursday, 31 July 2025

Date: Thursday, 31 July 2025

Time: 10.00 am

Location: Roxburgh Service Centre, 120 Scotland
Street, Roxburgh

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

Peter Kelly
Chief Executive Officer

Notice is hereby given that a meeting of the Teviot Valley Community Board will be held in Roxburgh Service Centre, 120 Scotland Street, Roxburgh and live streamed via Microsoft Teams on Thursday, 31 July 2025 at 10.00 am.

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

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

In Attendance T Alley (Mayor), P Kelly (Chief Executive Officer), L Fleck (Group Manager - People and Culture, Acting Group Manager - Community Vision), S Righarts (Group Manager - Governance and Business Services), D Rushbrook (Regional Deals Lead), D Scoones (Group Manager - Community Experience), Q Penniall (Acting Group Manager - Planning, Infrastructure and Regulatory), S Reynolds (Governance Support Officer)

1 APOLOGIES

2 PUBLIC FORUM

3 CONFIRMATION OF MINUTES

Teviot Valley Community Board - 1 May 2025

**MINUTES OF A MEETING OF THE
TEVIOT VALLEY COMMUNITY BOARD
HELD IN THE ROXBURGH SERVICE CENTRE, 120 SCOTLAND STREET, ROXBURGH
AND LIVE STREAMED VIA MICROSOFT TEAMS ON THURSDAY, 1 MAY 2025 COMMENCING
AT 10.01 AM**

PRESENT: Mr N Dalley (Chairperson), Mr M Jessop, Ms G Booth, Mr C Pannett

IN ATTENDANCE: S Righarts (Group Manager - Business Support), D Rushbrook (Group Manager - Community Vision), D Scoones (Group Manager - Community Experience), G Robinson (Property and Facilities Manager), B Snape (Property and Facilities Officer), K Zeelie (Water Services Planning and Policy Manager), C Getson (Aquatics Manager), A Crosbie (Senior Strategy Advisor), C Webster (Communications Officer), W McEnteer (Governance Manager), S Reynolds (Governance Support Officer)

1 APOLOGIES

COMMITTEE RESOLUTION

Moved: Dalley
Seconded: Jessop

That apologies from Cr S Feinerman be received and accepted.

CARRIED

2 PUBLIC FORUM

Shona Denton - Teviot Road dump station

Ms Denton read out her letter that had previously been circulated to the board asking them to look at investigating alternative, more appropriate, sites for the dump station on Teviot Road. Ms Denton noted that the initial reason the site had been established was because of the proximity to the former campsite and that the site had formally been the location of a Roxburgh Borough workshop.

Ms Denton then responded to questions.

3 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Dalley
Seconded: Pannett

That the public minutes of the Teviot Valley Community Board Meeting held on 20 March 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.

Mr Dalley noted that he was on the committee for the Roxburgh Entertainment Committee Group and Ms Booth noted that she was a liaison for the Roxburgh Entertainment Committee.

5 REPORTS

25.3.2 ROXBURGH ENTERTAINMENT CENTRE EXTERNAL STAKEHOLDER GROUP

To consider a recommendation for the Roxburgh Entertainment Centre project to proceed with an appointed Steering Group and approve project structure.

Discussion followed on the makeup of the steering group and the level of community involvement and the status on the insurance claim.

COMMITTEE RESOLUTION

Moved: Dalley
Seconded: Pannett

That the Teviot Valley Community Board

- A. Receives the report and accepts the level of significance.
- B. Recommends to Council the proposed project structure.
- C. Recommends to Council up to 4 external stakeholders be voted in for the Steering Group. Notes the goal to have the Steering Group named by 31 July 2025.
- D. Recommends to Council the Terms of Reference document.
- E. Authorises the Chief Executive to do all that is necessary to give effect to the Board's resolutions.

CARRIED

25.3.3 ROXBURGH ENTERTAINMENT CENTRE GRANT - REQUEST TO CHANGE PROJECT

To consider a request from the Roxburgh Entertainment Centre Improvements and Promotions committee to use the approved promotion grant for a different purpose.

COMMITTEE RESOLUTION

Moved: Dalley
Seconded: Booth

That the Teviot Valley Community Board

- A. Receives the report and accepts the level of significance.
- B. Approves the Roxburgh Entertainment Centre Improvements and Promotions committee to use the previously approved promotions grant of \$2,967 for light boxes for the purchase of promotional flag banners for the main street of Roxburgh.

CARRIED

25.3.4 RESERVE FUNDING A TEVIOT VALLEY MASTERPLAN

To consider making funds available from the Teviot Valley General Reserves to fund the development of a Teviot Valley Masterplan.

Discussion followed on the mechanism for approving who might undertake the work and the value of having a masterplan to add and assist with future decision making.

COMMITTEE RESOLUTION

Moved: Dalley
Seconded: Jessop

That the Teviot Valley Community Board

- A. Receives the report and accepts the level of significance.
- B. Recommends to Council Teviot Valley General Reserves be made available to develop a Masterplan for the Teviot Valley.

CARRIED

25.3.5 TUAPEKA COUNTY BURSARY FUND

To consider future funding options for the Tuapeka County Bursary.

COMMITTEE RESOLUTION

Moved: Dalley
Seconded: Booth

That the Teviot Valley Community Board

- A. Receives the report and accepts the level of significance.
- B. Declines to contribute funds towards the Tuapeka County Bursary.

CARRIED

6 MAYOR'S REPORT

Her Worship the Mayor was not present at the meeting.

7 CHAIR'S REPORT**25.3.7 CHAIR'S REPORT**

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

- He thanked staff and the board for attending Long-term plan drop in sessions, and noted that he had been surprised at the low turnout for the Roxburgh sessions.

- Attended the dawn parade in Roxburgh and had the privilege of hearing the speech by Peter Kelly as the guest speaker.
- He noted some lack of understanding in the community around the possible consequences of the decisions in the Long-term Plan especially related to variable water charges and the potential divestment of the Ida MacDonald Roxburgh Pool Punawai Ora Committee.

COMMITTEE RESOLUTION

Moved: Dalley
Seconded: Pannett

That the report be received.

CARRIED

8 MEMBERS' REPORTS

25.3.8 MEMBERS' REPORTS

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

Mr Pannett reported on the following:

- Attended both Long-term Plan evening sessions, noting the energised crowd at the Millers Flat session, and reflected that they were perhaps the community the most affected by the proposed rate increased. He also outlined that community confusion about the inability to come up with a local community response to the future operation of the Ida MacDonald Roxburgh Pool Punawai Ora.
- Thanked the roading team and Fulton Hogan for their action to repair Tima Burn Road.
- Had attended an irrigation group meeting and a water group meeting.

Mr Jessop reported on the following:

- Attended Long-term Plan community meetings.
- Attended a business breakfast meeting.
- Attended the ANZAC day wreath laying ceremony.
- Attended Millers Flat coffee mornings, and noted the unhappiness around the potential rates rises, especially in relation to divestment of the swimming pool.
- Attended a couple of Millers Flat Sports and Recreation Hub committee meetings and noted that the group had submitted two further applications for external funding for the project.
- Aside from the Sports and Recreation hub the group had been considering the future of the bowling club and how best the site could be used.
- He noted the unhappiness around the potential divestment of the Roxburgh Pool and that many members of the community are dissatisfied about the projected steep increase to their rates following the divestment.

Ms Booth reported on the following:

- Attended two of the Long-term Plan meetings.
 - Was an apology to the Medical Trust meeting.
 - Noted the work that Earl in Ettrick had done, dedicating many hours to clearing the footpaths.
-

COMMITTEE RESOLUTION

Moved: Dalley
Seconded: Booth

That the report be received.

CARRIED

9 STATUS REPORTS**25.3.9 MAY 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: Dalley
Seconded: Jessop

That the report be received.

CARRIED

10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 12 June 2025.

The meeting closed at 11.48 am

.....
CHAIR / /

4 DECLARATIONS OF INTEREST

25.4.1 DECLARATIONS OF INTEREST REGISTER

Doc ID: 2016178

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 - TVCB Declarations of Interest [↓](#)

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

Name	Member's Declared Interests	Spouse/Partner's Declared Interests	Council Appointments
Sally Feinerman	Feinerman's Ltd, 109 Scotland Street (Owner / Director) Roxburgh Pool Committee (Chair) Sally Feinerman Trust (Trustee) Feinerman Family Trust (Trustee) MPI Teviot Valley Community Hubs group	Breen Construction (Employee / Builder)	Ida MacDonald Charitable Trust Teviot Prospects Teviot Valley Walkways Committee
Mark Jessop	Hillside Family Trust (Trustee) Sunny Days Trust (Trustee) Teviot Prospects (Trustee) Millers Flat Sports & Recreation Committee (Member)	Hillside Family Trust (Trustee) Sunny Days Trust (Trustee)	Teviot Museum Committee Ida MacDonald Charitable Trust
Curtis Pannett	Teviot Valley Irrigation Company Ltd (Director/ Shareholder) Teviot Valley Water Care Group (Member) Rabobank Client Council (Councillor) Hill Springs Farming Company Ltd (Sole Director/Shareholder) Roxburgh Golf Club (Member)		I and H McPhail Charitable Trust Tuapeka County Bursary Fund Committee

5 REPORTS

25.4.2 PROPOSED MILLERS FLAT SPORTS AND RECREATION HUB

Doc ID: 2540328

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

1. Purpose of Report

To consider options to redevelop the Millers Flat Recreation Reserve.

Recommendations

That the Teviot Valley Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees to recommend to Council the redevelopment of the Millers Flat Recreation Reserve in line with the proposed priorities put forward by the Millers Flat Recreation Reserve Steering Group as depicted in plans attached to this report.
- C. Notes that Council funding is not being sought for this project.
- D. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

2. Background

The Millers Flat Recreation Reserve Steering Group is a group made up of residents from the wider Millers Flat area that have been working to develop a plan to upgrade the Millers Flat Recreation Reserve. The reserve is classified for recreation purposes under the Reserves Act 1977.

The Teviot Valley Ward Reserve Management Plan 2014 mentions that future development opportunities exist for;

- *Community upgrade of Tennis court facilities*
- *Close section of unformed road and classify as Recreation Reserve.*

The reserve currently consists of the local war memorial, children's playground, 2 tennis courts, and the former bowling green

Under Councils District Plan the reserve has the following designation.

- Designation 112 – "Recreation purposes, recreation reserve"
- Heritage site 83 – War Memorial

At the March 2025 meeting of the Board **Appendix 1**, the following was resolved.

Moved: Dalley

Seconded: Pannett

That the Teviot Valley Community Board

- A. Receives the report and accepts the level of significance.*
- B. Agrees to the redevelopment of the Millers Flat Recreation Reserve in line with the proposals put forward by the Millers Flat Recreation Reserve Steering Group depicted in plans attached to this report.*
- C. Notes that Council funding is not being sought for this project.*
- D. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.*



The former Bowling Clubrooms and part of the former bowling green sit on a section of unformed legal road which is not legally part of the reserve land. Part of the new court will also need to sit on this land.

The proposed landscape plan for the site can be found in **Appendix 2**.

3. Discussion

In summary the group wish to develop new courts on the old bowling green site, a pump track and relocation and upgrade of the playground to the rear of the war memorial.

The proposal is consistent with the Reserve Management Plan for this site and are essentially a redevelopment of existing assets within the reserve area.

As part of the development of the plans for the reserve the Steering group undertook engagement with the local community. Details of those meetings can be found in **Appendix 3**.

4. Financial Considerations

The Steering group have advised that the entire project as identified in appendix 2 will cost in the vicinity of \$664,000.

Council has not been asked for any funding towards this project.

The Steering group to date has confirmed funding from third party funders of \$419,500. Details of the proposed project budget can be found in **Appendix 4**.

They are hopeful of receiving the balance of funding from other funding sources to whom they have applied that would complete the full project as envisaged.

Should the full funding not be achieved the steering group have amended their priorities.

Priority 1 is to complete the full plan while priority 2 is to complete the tennis courts and pump track option only. The proposed project plan and timeline can be found in **Appendix 5**.

The steering group is seeking permission to undertake the project on the Council owned reserve depending on funding received in line with the priorities listed above.

Council under its Open Spaces contract currently maintains the reserve area Council will still be required to undertake playground safety checks on the playground. Staff do not anticipate any great change in operational costs with this proposal.

A slight potential increase could be in maintaining the artificial court surface which from time to time requires specialist care specified by the manufacturer – Council contractors undertake this work on the other artificial surfaces across the district and have all the required gear. In summary it is anticipated the proposal can be accommodated within existing budgets.

The Millers Flat Recreation Reserve Fund has a positive balance of \$88,000. This fund is derived from depreciation of the Millers Flat Recreation Reserve. The depreciation has been levied against the tennis courts, war memorial, seats and playground assets. It is likely once the improvements are handed over to Council there will be an increase in depreciation costs levied. These will be included in future budgets.

The former Millers Flat Bowling Club clubrooms sits outside this proposal. It has been recommended by Council through the Long-Term Plan 2025/34 to be divested. Discussions will continue over divestment options for this building with the community.

5. Options

Option 1 – (Recommended)

Approve the re development of the Millers Flat Recreation Reserve.

Advantages:

- Funding not required from Council
- Community group empowered to continue with the project
- Committed funding won't be lost
- Community asset is enhanced and no direct cost to the ratepayer

Disadvantages:

- Uncertainty that all funding can be achieved

Option 2

Do not approve the re development of the Millers Flat Recreation Reserve Advantages:

- Not advantages are identified from this option

Disadvantages:

- Third party funding options will be lost
- Community input will not be recognised

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 the local community with the support they required to enhance the local reserve.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Teviot Valley Ward Reserve Management Plan 2014 District Plan
Considerations as to sustainability, the environment and climate change impacts	No impacts envisaged.
Risks Analysis	Risk identified is that if all the money is not sourced from third party funding agencies Council may be asked to fund the shortfall.
Significance, Consultation and Engagement (internal and external)	Not significant and consistent with existing Reserve Management Plan that has been consulted on with the community.

7. Next Steps

A report will be tabled at Council to consider the Teviot Valley Community Board's recommendation.

Council staff to continue to work with the Steering group to ensure best outcomes are achieved.

8. Attachments

Appendix 1 - Millers Flat Recreation Reserve March 2025 Report [↓](#)

Appendix 2 - Millers Flat Landscape Plan [↓](#)

Appendix 3 - Millers Flat Recreation Reserve Community Engagement [↓](#)

Appendix 4 - Millers Flat Recreation Reserve Proposed Budget [↓](#)

Appendix 5 - Millers Flat Recreation Reserve Project Plan [↓](#)

20 March 2025

**25.2.2 PROPOSED MILLERS FLAT SPORTS AND RECREATION HUB****Doc ID: 2394351**

Report Author:	Gordon Bailey, Parks and Recreation Manager Janice Remnant, Asset Management Team Leader - Property
Reviewed and authorised by:	David Scoones, Group Manager - Community Experience

1. Purpose of Report

To consider a proposal to redevelop the Millers Flat Recreation Reserve.

Recommendations

That the Teviot Valley Community Board

- A. Receives the report and accepts the level of significance.
 - B. Agrees to the redevelopment of the Millers Flat Recreation Reserve in line with the proposals put forward by the Millers Flat Recreation Reserve Steering Group depicted in plans attached to this report.
 - C. Notes that Council funding is not being sought for this project.
 - D. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.
-

2. Background

A local steering group of residents of the wider Millers Flat area have been working to develop a plan to upgrade the Millers Flat Recreation Reserve. The reserve is classified for recreation purposes under the Reserves Act 1977.

The reserve currently consists of the local war memorial, children's playground, 2 tennis courts, and the former bowling green. The former Bowling Clubrooms (the Clubrooms) sit on a section of unformed legal road which is not legally part of the reserve land.

The Teviot Valley Ward Reserve Management Plan 2014 mentions that future development opportunities exist for;

- *Community upgrade of Tennis court facilities*
- *Close section of unformed road and classify as Recreation Reserve.*

Under Councils District Plan the reserve has the following designation.

- Designation 112 – "Recreation purposes, recreation reserve"
- Heritage site 83 – War Memorial

As the land is Council owned any redevelopment requires Councils approval regardless of whether funding is sought or not.

3. Discussion

The steering group have provided additional information for their plans see **Appendix 1**.

In summary the group wish to develop new courts on the old bowling green site, a pump track on one of the old tennis courts and relocation and upgrade of the playground to the rear of the war memorial. **Appendices 2 and 3** show the overall landscape plan options for the site.

The proposal is consistent with the Reserve Management Plan for this site and are essentially a redevelopment of existing assets within the reserve area.

There is a question mark over the old clubrooms. As shown below the clubrooms and part of the old Bowling green are on a section of unformed legal road. The adjacent land on the river side is Crown Land.

Construction of any recreational assets will need to be within the reserve land area and not cross the boundary.



Through the Long-Term Plan 2025/34 Council has included the Clubrooms in its consultation document as a potential asset to divest. The outcome of that process will not be known until June 2025.

Whatever the outcome of this consultation there are Council operated public toilets directly across the road from the reserve available for use should the Clubrooms be demolished.

Investigation have been undertaken to determine the process to stop the unformed legal road the clubrooms sit on.

The steering group have expressed an interest to potentially utilise the clubrooms as a pavilion and storage facility. However, the following issues have been identified should the building be retained.

Road Stopping

The clubrooms are built on unformed Legal Road. The road can be stopped and transferred to the Millers Flat Recreation Reserve at nil cost for the value of the land. But there will be costs incurred to survey the unformed legal road and amalgamate the titles.

If the clubrooms are demolished, then there will be no requirement to stop the road but it would be prudent to formally stop the road and add it to the reserve.

Retaining Wall

The geotechnical engineer has identified the existing retaining structure is not fit for purpose due to the following reasons:

- Lateral leaning of the posts
- Unsuitably spaced posts
- Potentially undersized posts
- Unsuitable rails
- The level of treatment of the existing timber
- Post embedment depth just upslope of a 2m height near vertical drop close to the Clutha River

For the reasons above, the retaining wall needs to be replaced to an engineered standard requiring a building consent.

The current estimated quote for the initial soil testing and reporting is \$4,000. The retaining wall design and specification based on a construction methodology using timber poles is estimated at \$4,000 (to be confirmed following soil testing).

Irrespective of the building being retained or not, the 2m drop off the retaining wall needs to be fenced to ensure the safety of the users of the reserve.

Until the design and specification report is funded and made available the cost to build the retaining wall and fence is unknown.

Stormwater

Currently water is being discharged onto the neighbouring Crown Land and needs to be redirected to comply with current building standards. No costings have been obtained to date for this work.

Clubrooms

In the draft Long-term Plan, a budget of \$115k has been allocated for demolition costs but is subject to the consultation process.

The steering group have indicated that they may like to retain the use of the clubrooms. They propose to take responsibility for the internal maintenance costs of the building and the expectation that Council will undertake the exterior building maintenance work. It is noted that the clubrooms is not an essential element of the wider reserve redevelopment which will happen regardless of the clubrooms future.

It has been identified in the building inspection report that the wooden window frames are compromised and need to be replaced, it is unknown if the deterioration exceeds into the wall framing.

The report also identifies the spouting above the shed has rusted out effecting the end rafter in this area. There is also historic water damage as a result of the loose roofing iron over the changeroom and toilet area located beside the shed.

Should the building be retained a formal agreement between both parties will be required and associated costs budgeted for.

If the clubrooms are to be demolished, the steering group have indicated they would like to retain the storage shed changeroom and toilet.

The steering group have indicated that should the decision post consultation be to demolish the clubrooms they are committed to develop the reserve as proposed.

4. Financial Considerations

Reserve Development Proposal

The steering group have advised that the entire project will cost in the vicinity of \$650,000. The majority of that will be sought from third part funding organisations. Council has not been asked for any funding towards this project as the group are confident, they can raise the money required.

Council under its Open Spaces contract currently maintains the reserve area Council will still need to undertake 2 weekly playground safety checks on the playground and will have mowing and spraying equipment doing the cemetery, lions park etc, so do not anticipate any great change in costs with your proposal.

A slight potential increase could be in maintaining the artificial court surface which from time to time requires specialist care specified by the manufacturer – Council contractors undertake this work on the other artificial surfaces across the district and have all the gear. In summary it is anticipated the proposal can be accommodated within existing budgets. If it can't then a discussion on assistance from the community would be required.

The Millers Flat Recreation Reserve Fund has a balance of \$88,000. This fund has come from depreciation of the Millers Flat Recreation Reserve. The depreciation has been levied against the tennis courts, war memorial, seats and playground.

Depreciation money cannot be used as a grant, but the Board could decide to use it to contribute directly to the purchase of required play equipment for example. Further discussion with the group may be required depending on if funding targets are achieved or not.

Retention of the Clubrooms

A capex budget allocation will be required for inclusion in the Long-term Plan if Council resolves to retain the Clubrooms.

There is no budget allocated to:

- Stop the unformed road
- Design, build the retaining wall and fence
- Divert and dispose of the water discharge

The existing operational budget to demolish the clubrooms could be re-allocated to fund the road stopping and ongoing operational costs associated with the retention of the building.

5. Options

Option 1 – (Recommended)

Approve the re development of the Millers Flat Recreation Reserve.

Advantages:

- Funding potentially not required from Council
- Community group empowered to continue with the project
- Committed funding won't be lost
- Community asset is enhanced and no direct cost to the ratepayer

Disadvantages:

- Uncertainty that all funding can be achieved

Option 2

Do not approve the re development of the Millers Flat Recreation Reserve Advantages:

- Not advantages are identified from this option

Disadvantages:

- Third party funding options will be lost
- Community input will not be recognised

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 the local community with the support they required to enhance the local reserve.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Teviot Valley Ward Reserve Management Plan 2014 District Plan
Considerations as to sustainability, the environment and climate change impacts	No impacts envisaged.
Risks Analysis	Risk identified is that if all the money is not sourced from third party funding agencies Council may be asked to fund the shortfall.
Significance, Consultation and Engagement (internal and external)	Not significant and consistent with existing Reserve Management Plan that has been consulted on with the community.

7. Next Steps

Council will consider submissions on future of Millers Flat Bowling clubrooms.

Council staff to continue to work with the Steering group to ensure best outcomes are achieved.

8. Attachments

Appendix 1 - Millers Flat Reserve project background

Appendix 2 - Millers Flat Reserve Landscape option A

Appendix 3 - Millers Flat Reserve Landscape Option B



Notice posted to Molyneux Mail and Teviot Bulletin on 3rd November for insertion in that week's editions

The Millers Flat Sport and Recreation Hub.

Teviot District Sausage Sizzle (all invited!)

Teviot Prospects is leading a Project team to upgrade the Millers Flat Domain area which includes the War Memorial, the two tennis courts, the Bowling Club Green and Clubrooms. The tennis courts provide a very valuable playing area for netball during our famous 7 –aside and netball annual tournament, but their condition has deteriorated to the stage where the uneven surface risks injury to players.

Renewing the tennis courts will include the re-surfacing of the courts with a multi-use artificial turf to enable netball and tennis as well as a hockey and soccer practice area.

This will provide a facility which will be of benefit to the whole of the Teviot district as playing surfaces enabling soccer and hockey in particular, are currently only available outside our valley.

To make the most use of the area, the proposal is to establish the two courts on to the old bowling green. The concrete base of the current courts will be removed, leaving an area all the way back to the War Memorial to redevelop as a recreation and social area. Possible options being considered include a mountain bike pump track, an expanded playground, seating for BBQ's, maybe even a flying fox!

But we need your input!

Bring the kids along at 5.00pm on Monday 11th November for a BBQ to hear more about the concept and to share your ideas.

Meet at the War Memorial.

The Millers Flat Sport and Recreation Hub Project Team.

Chair – Mark Jessop

Project Manager – Pat Garden

Committee: Brooke Reichel, Darryl Peirce, Deidre Perkins, Georgia Parker, Hilary Spedding, Lynley Stuart, Megan Botting, Vic Garden, Wanda Whipps

----- Forwarded Message -----

Subject: Millers Flat domain upgrade

Date: Mon, 25 Nov 2024 17:35:11 +1300

From:

To:

CC:

Hello Diana

Could you please insert the following in the next edition?

Kind regards

Pat

The Millers Flat Domain Dispatch

Plans for the development of the Domain area are progressing steadily, with quotes being sought for the three separate elements of the upgrade - multi-use courts, a pump track and a playground/picnic area. Soil compression testing of the old bowling green area has been completed and a landscape architect sought to design the layout of the completed facility. When it is completed in the autumn of 2026, we believe it will provide a valued asset that will benefit the whole of the Teviot Valley - especially the children!

Any questions or comments, feel free to contact:

Pat Garden [x](#)

Mark Jessop [x](#)

On behalf of Teviot Prospects.

----- Forwarded Message -----

Subject: The Domain upgrade

Date: Mon, 25 Nov 2024 17:10:01 +1300

From: Pat Garden >

To: Molyneux Mail

Hi Jude

Could you please insert this notice in the next edition?

Many thanks

Pat

The Domain Dispatch

Since the community meeting held in the Bowling Clubrooms on 11 November, progress has continued with the development plans. One of the important points raised at the meeting was the need for a standing committee to oversee the management and maintenance of the facility into the future. An enthusiastic group has since put their hand up to serve on the Sport and Recreation Hub Committee:

Vic Garden; Georgia Parker; Deidre Perkins; Brooke Reichel; Daniel Barth; Megan Botting; Brian Spedding; Hilary Spedding; Pat Garden and Mark Jessop as the Community Board representative. These folk will be ratified at the next public meeting.

The eventual fate of the Clubrooms is yet to be decided. While the general consensus at the public meeting was that it was too valuable an asset to demolish, the integrity of the structure needed to be determined.

Council has since completed a building inspection of the Clubrooms and we await their report. Once that is available, we will hold another public meeting to discuss the outcomes. It will be notified in the Molyneux Mail.

Since the meeting, we have met with (or contacted) pump track engineers and play equipment providers.

Now that the various elements of the development - multi use courts, pump track and a recreation/ picnic area have been determined, we will engage a landscape architect to draw up a plan and suggest how it might best all fit together. Soil compression testing has also been carried out on the bowling green area to determine how much fill will be needed to ensure a suitably compacted base is established for the asphalt.

Pat Garden and Mark Jessop for Teviot Prospects

----- Forwarded Message -----

Subject: Insert for next edition please

Date: Mon, 9 Dec 2024 15:00:23 +1300

From: Pat Garden <>

To: Molyneux Mail <>

Hi Jude

Dispatch number 2!

Send an invoice for inserts so far.

Regards

Pat

The Domain Dispatch

At the community meeting on 11 November at the Bowling Clubrooms, it was decided to hold the next meeting once a building inspection of the Clubrooms had been carried out by the CODC. That report has not yet been received, but once it has, a meeting will be called - most likely in the New Year.

In the meantime, there has been steady progress in the planning of the Millers Flat Sport and Recreation Hub.

Results have been received from a soil compression test, done on the bowling green area. This will enable an accurate assessment of the amount of soil removal and fill required to establish a sound base for the asphalt.

A survey of boundaries has been conducted which shows a consistent anomaly in the boundaries of the properties running northward up the street from the corner opposite Faigan's Cafe. Each of the southern legal boundaries are around 4m inside the immediate neighbour's property. This does compromise the area of the Domain available for development, but it is manageable.

The future of the Bowling Club Pavilion has been brought into question with the CODC recommending that it divest itself of the building, along with the Millers Flat Hall. These decisions are not final but are under consideration.

Preferred items of play equipment have been ranked by the Millers Flat School children at a very positive workshop held at the school. The list of items have been forwarded to three providers who will then submit a quote.

A landscape designer has been engaged who will develop a concept plan of the area in collaboration with the steering committee.

Letters of support are being sought from a wide range of people including School Principals, sport administrators and local government.

Pat Garden - Project Lead

Mark Jessop - Steering Group Chair.

----- Forwarded Message -----

Subject: Notice for this week's edition.

Date: Tue, 25 Feb 2025 14:06:30 +1300

From: Pat Garden <>

To: Teviot Bulletin <>

Hi Diana,

Could you please insert the following notice in this week's edition?

Many thanks.

Kind regards

Pat

Millers Flat Sport and Recreation Hub

Community Meeting.

Venue: Bowling Club Pavilion

Date: 3 March 2024

Time: 7.00pm

The Millers Flat Sport and Recreation Hub Steering Committee wish to invite the community to discuss the proposed upgrade to the Millers Flat Domain. It was agreed at the last community meeting that as soon as discussions with the Council had clarified some issues we would have another get together. Those discussions have now taken place, and the committee is looking forward to updating you all with progress so far. If you are a resident in Millers Flat, Ettrick, Roxburgh or in the wider Teviot Valley, you are most welcome to attend!

Mark Jessop Chair

Pat Garden Project Lead

Vic Garden

Deidre Perkins

Hilary Spedding

Megan Botting

Brooke Reichel

(This report was sent to the Molyneux Mail on Tuesday 4th March for inclusion in the 6th March edition)

Millers Flat Sport and Recreation

Report on Community meeting held on Monday 3 March at the Bowling Club Pavilion

This detailed report is provided particularly for those who were unable to be present.

A well-attended meeting was brought up to date with the progress made by the steering group planning the Domain upgrade project. The presentation began with the background to the initiative which had originated with the need to renew the two deteriorating netball/tennis courts. The steering group had considered staging the project by commencing with the renewal of the two courts in their current position but after a great deal of deliberation, decided to relocate the courts on to the Bowling Green area. Although it has increased the cost of the project it allows the maximum use of the whole Domain area. It was decided on the advice of the grant funders to include all the three components listed below in one application rather than do it in a piecemeal, staged approach.

The plan consists of two new asphalt courts, surfaced with an artificial turf to provide a multiuse area - netball, tennis, pickleball, with hockey and soccer practice.

A pump track.

A playground/picnic area.

Draft plans drawn up by the landscape designer engaged by the steering group, showing various design options were presented on a screen.

The Project Budget was presented with a total cost of \$660,000

Initial ground preparation -	\$ 15,510	
Two asphalt courts with a 2.5m perimeter fence	\$307,600	
"Tournament" artificial turf	\$110,000	
Netball court total	\$433,110	66% of total
Pump track	\$ 88,000	13% of total
Playground/picnic area	\$138,369	21% of total

The project endeavours to provide activities for a wide spectrum of ages from toddlers and primary school age on play items, with school age up to middle age on netball, tennis and the

pump track. A particular focus is on providing seniors with access to activities that they are able to enjoy and to play competitively such as a petanque and pickleball. A video was shown illustrating the rapidly growing sport of pickleball, particularly for retired seniors.

The future of the Pavilion was discussed but it was agreed that it was outside the project at this stage. When consultations between the community and Council are undertaken later this year, the costs of retention, if it has an agreed value, can be weighed up then.

If the project is approved by the Teviot Valley Community Board at their meeting on 20 March, grant funding would be sought from the Otago Community Trust, the Central Lakes Trust and the Community Facility Lotteries Grants, with the first application to the Otago Community Trust, lodged by the end of March.

After the presentation, a wide ranging discussion session commenced with a broad diversity of views and opinions expressed. Concerns raised included "The total cost seems too great". "Just focus on upgrading the two tennis courts where they are currently." "Don't remove the trees from the centre of the Domain as they provide a tranquil setting." "Ongoing maintenance will place too great a burden on the local oversight committee." "Who's going to protect the area from vandalism?" "Shift the focus from the Domain to re-establishing Faigan's Cafe." "Don't include the pump track." "Operational costs will be a burden on an already overloaded small community."

All of the concerns raised were acknowledged as legitimate opinions, but on reflection by those present, most of those above were not considered to be deal breakers. The two predominant concerns that emerged were the total cost and the burden of maintenance on a local committee.

The cost.

The response from the steering group and from other members in the audience was that the cost was not a drain on the local community, nor upon ratepayers as there was no contribution sought from District Council. Trust Grant funding was available to all communities and while there was going to be a big call on grant funding in coming years,, why would the opportunity to establish an asset that would be of lasting benefit to all ages in the community, not be taken? No one dissented.

The maintenance burden.

Parks and Reserves has given a clear assurance that the cost of the maintenance of the Domain would come from within their budget, not from the local committee.

After much to and froing, a motion was put *"That the Sport and Recreation Hub project proceed towards funding application in the general outline as presented."* Moved Ken Bain, seconded, John Rowley. Further discussion ensued until the Chair asked for a show of hands of all those in favour of the motion. An overwhelming majority voted in favour.

It was agreed that an ongoing focus on planting to enhance the enjoyment of the area, be continued.

While costs ascribed to the playground/picnic are fixed for the purposes of managing the budget through the application process, the community is encouraged to engage with the Steering Group by contributing ideas either by direct contact or attending advertised meetings. The Coffee Morning Group also provides a regular open forum where points can be made. Pat and Mark will ensure they are reported to the Steering Group.

It was decided that a detailed report be submitted for publication in the Molyneux Mail.

To those of you who were unable to make the meeting, I invite any of you who wishes to express an opinion, to address your comment to:

Pat Garden<sportandrecreationhub@gmail.com>

Millers Flat Sport and Recreation Hub Project Expenditure		2ndchoice	Contingency rate	Plan A		Adj. Contingency	Plan B
Initial ground preparation		15,510	1.00	15,510	15,510	1.0	15,510
		40,318					
Tennis court construction		226,913	1.12	253,235	253,235	1.053	238,939
		212,266					
Fencing							
		34,685					
		51,395					
		38,919	1.10	42,811	42,811	1.0	38,919
Tournament Turf		99,920	1.10	109,912	109,912		
		105,000					
Acrylic Surface		40,000	1.05			1.05	42,000
Nets,goals		10,651	1.15	12,249	12,249		
Pump Track		80,000	1.10	88,000	88,000	1.0	80,000
		96,000					
Play ground							
	Play equipment	99,384	1.10	109,322	109,322		
		130,000					
	Freight	7,000	1.15	8,050	8,050		
	Chip (Certified)	16,200	1.15	18,630	18,630		
	Freight	1,600	1.10	1,760	1,760		
	Edging	474	1.10	521	521		
Pre-application costs							
	Soil compress.test	709	1.00		709		
	Travel	100	1.00		100		
	LandscapeArchitect	3,300	1.00		3,300		
Total Pre-Application costs							4,109
Total Project costs.				660,000	664,109		419,478
Funding							
	Community contribution (Confirmed)	71,500	71,500		71,500		71,500
	Otago Community Trust (Confirmed)	150,000	150,000		150,000		150,000
	Central Lakes Trust (Confirmed)	198,000	198,000		198,000		198,000
Pending							
	Lotteries Community Facilities Grants	240,500	240,500				
	Lotteries Community Facilities Pre-app expenses		4,109				
	Totals	660,000	664,109				
	Total Lotteries Community Facilities Application			244,609			
	Total Confirmed Contributions			419,500			419,500
	Total Project cost			664,109			

Notes:

Column G is the cost of the project presented to TVCB and to both CLT and CLT. Has no pre-application costs.

Column H = Plan A, and is the cost of the project presented to Lotteries Community Facilities Fund. Includes pre-application costs.

Column J = Plan B if Lotteries does not fund and only currently confirmed funds are available. .

Plan A is best case, Plan B is worst case. It's most likely final available funds will be somewhere in between. Discussions with funders would determine final outcome

Contingency rates have been cut to fit the available funds in Plan B. Cheaper fill material supplied by Hawkeswood mine would accommodate lower contingencies

The Project Plan

1. Tennis/netball court relocation on to the bowling green area

Initial ground prep:

The hedge running down the southern side of the old bowling green and the trees dissecting the section, will be removed and disposed of.

The edging around the green and the old concrete seating stands will be removed and disposed of.

Asphalt surface:

An area 36m*40m will have the topsoil removed to a laser-defined depth, providing a 1% fall to the south-western corner where a drain will discharge the water into a soak pit. A nib wall will be constructed on the northern side at the eastern end to retain the elevated base. This is to ensure fall across to the diagonally opposite corner where the drain is to be located.

Base material will be carted in and compacted. A final layer of crushed gravel will be spread and the asphalt laid.

Pre- quote work done:

Two test pits, 700mm deep, dug.

Soil compression tests done across the area.

A drone flyover to establish accurate levels and the quantities of fill required.

Multi-use artificial turf

"Tournament" grade turf will be laid directly on top of the Asphalt. This grade has been chosen as it is the most suited for Tennis, Netball and we have been assured, is suitable for playing Pickleball. The surface would also be able to be used for hockey and soccer practice. Pickleball is an emerging and fast growing activity but at the moment it is very difficult to find any venue where it is being played on artificial turf of any grade. On balance we believe pickleball will have greater value to our community than hockey and soccer, particularly now that Pioneer Park can cater for hockey. If it becomes apparent that pickleball requires a harder surface than is available from an artificial turf, we will abandon the artificial turf and surface the asphalt with a hard acrylic surface. This would exclude the area from hockey and soccer. More investigative work is planned to enable confidence in the chosen surface. An acrylic surface is much cheaper but at this stage we wish to include the artificial turf option.

Court markings will be woven into the fabric or painted on to the acrylic surface with colours indicating the different uses.

Nets, goals and hoops

Two movable tennis nets on wheels, four in-ground netball goals, and four pickleball nets will be acquired from various suppliers. A basketball hoop and provision for a cricket net will be considered for future purchase. Two lockable concrete block sheds exist on the site and will provide storage for equipment when required.

Fencing.

A 2.5m high fence of galvanised chain mesh will be constructed around three and a half sides of the area, with a section along the front verandah of the Pavilion lowered for viewing. It will include three public access gates.

2. Pump Track

The concrete on the tennis court adjacent to the bowling green area, will be left in situ and the asphalt pump track constructed directly on top. The pump track dimensions are 34m*16.5m giving 78 lineal metres on a 1.75m track width and will be in the shape of a jelly bean. It will be suitable for all ages and riding abilities with the moguls (rollers) shaped to accommodate scooters and skateboards as well as bikes. Two soak pits will be dug through the concrete to take surface run-off. The outside raised edges of the pump track, particularly the berms, will be landscaped and planted with native ground cover to soften the outline. Planting will be the focus of a subsequent initiative.

3. **Play, Picnic, and rest area.**

The concrete surface on the tennis court adjacent to the War Memorial will be removed. Certified chip will be spread to a depth of 350mm where a variety of playground items are to be placed. The items will attract all ages from toddlers on swings and carousels, school children on large revolving swings, to seniors on a petanque court.

Seating, tables and a BBQ area will be placed under the shade of the two existing large Robinia trees. These last items will be the subject of a subsequent initiative.

The Timeline

Now that OCT and CLT have confirmed the value of the project with their support, contractors should be booked in to ensure they are available when required.

Preliminary notification to contractors. (Completed) June 2025

Decision by Lotteries on 17 Sept. 2025

If part funded, discussions with the three funders about a way forward. 18 Sept – 30 Sept
If fully funded, confirm quotes with suppliers, sign contracts and ensure materials needed for project are ordered immediately – nets, play items, fence gates/netting etc
18 Sept – 10 Oct

Working bee to remove old fence. 4 Oct or 11 Oct

Subject to discussions with contractors:

Site prep (Court area, tree removal and concrete removed for play area)	20 Oct – 24 Oct
Establish base and lay Asphalt	3 Nov. - 5 Dec
Pump track (laying of asphalt track in conjunction with court area)	3 Nov - 5 Dec
Surfacing of courts.	19 Jan – 13 Feb 2026
Fencing	16 Feb - 27 Feb
Play ground items established	1 Feb – 14 Feb
Chip surrounds installed and chip delivered	16 Feb - 27 Feb

Grand opening with community, suppliers, CODC, media and funders' reps invited to BBQ.
28 March 2026 TBC

25.4.3 APPOINTMENT OF EXTERNAL STAKEHOLDERS TO THE ROXBURGH ENTERTAINMENT CENTRE PROJECT STEERING GROUP

Doc ID: 2524485

Report Author:	Tara Bates, Property Officer
Reviewed and authorised by:	David Scoones, Group Manager - Community Experience

1. Purpose of Report

To consider adopting four external stakeholders as members of the Steering Group for the Roxburgh Entertainment Centre project.

Recommendations

That the Teviot Valley Community Board

- A. Receives the report and accepts the level of significance.
- B. Approves the appointment of the following members to the Steering Group for the Roxburgh Entertainment Centre project:
 - Teviot Valley Community Board representative -
 - Four external stakeholders nominated by the Teviot Valley Community Board –
- C. Notes the addition that Council have nominated a member to the steering group
- D. Authorises the Chief Executive to do all that is necessary to give effect to the Board's resolution.

2. Background

A report was presented to the Teviot Valley Community Board (the Board) on the 1st of May 2025 with the following resolutions being made:

- A. Receives the report and accepts the level of significance.
- B. Recommends to Council the proposed project structure.
- C. Recommends to Council up to 4 external stakeholders be voted in for the Steering Group. Notes the goal to have the Steering Group named by 31 July 2025.
- D. Recommends to Council the Terms of Reference document.
- E. Authorises the Chief Executive to do all that is necessary to give effect to the Board's resolutions.

At the Council meeting on 28th May 2025 Council approved the Boards recommendations and resolved the following:

That the Council

- A. Receives the report and accepts the level of significance.

- B. Approves the proposed project structure.
- C. Approves that the Teviot Valley Community Board has delegation to appoint up to 4 external stakeholders to the Steering group.
- D. Directs staff to investigate the option of an appointed Councillor representative as an additional member of the Steering Group.
- E. Approves the Terms of Reference Document.
- F. Authorises the Chief Executive to do all that is necessary to give effect to the Council's resolutions.

3. Discussion

The Board held a meeting on 10 July to identify potential community representatives as external stakeholders to be part of the Steering Group for the Roxburgh Entertainment Centre Project.

The Council has nominated Martin Macpherson as the council representative to be part of the Steering Group.

A Board workshop will be held prior to today's meeting to nominate the four external stakeholders to form part of the Steering Group. The names of the four nominated external stakeholders will be tabled at this meeting.

4. Financial Considerations

Whilst there is no budget for this re-build, the insurance payout is expected to fund the construction of a new Entertainment Centre. Any additional budget would require Council approval via a separate decision paper.

5. Options

Option 1 – (Recommended)

Approve the appointment of the nominated members to the Steering Group for the Roxburgh Entertainment Centre project.

Advantages:

- A steering group will be perceived more favourably by the community than ad hoc engagement
- The proposed steering group members have an established interest in the successful outcome for the project
- This process will streamline communication paths and be a more efficient way of engaging on the project and therefore aid meeting proposed timeframes

Disadvantages:

- None

Option 2

Do not approve the appointment of the nominated members to the Steering Group for the Roxburgh Entertainment Centre project.

Advantages:

- None

Disadvantages:

- Will slow down progress
- Another process for approving four external stakeholders to the steering group will need to be established and approved.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the social, cultural, and economic wellbeing of communities, in the present and for the future, by delivering a hall/entertainment centre to the community which will enable a range of events and community use and act as a hub for arts and culture in the Teviot Valley.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	This decision is consistent with our insurance policy in line with the disaster.
Considerations as to sustainability, the environment and climate change impacts	The construction of the Entertainment Centre on the existing site will not impact on sustainability of the environment.
Risks Analysis	Risks will be managed by project planning and close project management.
Significance, Consultation and Engagement (internal and external)	<p>The Steering Group aligns with the Significance and Engagement Policy in relation to engaging with the community and working together to deliver a joint outcome.</p> <p>The Roxburgh Entertainment Centre will be rebuilt in a 'like for like' manner as per our insurance policy.</p> <p>Engagement with archaeologists will be required as per Heritage NZ, due to the age and nature of the site.</p>

7. Next Steps

- Steering Group members agree to the approved terms of reference for the group

- Insurance payout amount confirmed
- The Steering Group meets to discuss preferred design scope of the new building
- Develop and produce RFP to go to market for design/construction partner

8. Attachments

Nil

25.4.4 TEVIOT VALLEY FINANCIAL REPORT FOR THE PERIOD ENDING 31 MARCH 2025

Doc ID: 2482030

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

1. Purpose

To consider the financial performance overview as at 31 March 2025.

Recommendations

That the report be received.

2. Discussion

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

The operating statement for the nine months ending 31 March 2025 shows an unfavourable variance of (\$214k) against the revised budget.

2024/25 Full Year Annual Plan \$000	9 MONTHS ENDING 31 MARCH 2025					2024/25 Full Year Revised Budget \$000
		YTD Actual \$000	YTD Revised Budget \$000	YTD Variance \$000		
	Income:					
59	Internal Interest Revenue	54	44	10	●	59
33	User Fees & Other	33	26	7	●	33
-	Reserves Contributions	2	-	2	●	-
611	Rates	469	469	-	●	611
24	Govt Grants & Subsidies	-	2	(2)	●	24
727	Total Income	558	541	17	●	727
	Expenditure					
16	Rates Expense	20	16	(4)	●	16
189	Cost Allocations	149	142	(7)	●	189
37	Other Costs	18	21	3	●	37
29	Building Repairs and Mtce	34	21	(13)	●	29
10	Staff	-	8	8	●	10
17	Fuel & Energy	10	13	3	●	17
149	Contracts	341	111	(230)	●	149
42	Grants	42	42	-	●	42
19	Members Remuneration	14	14	-	●	19
27	Internal Interest Expense	11	20	9	●	27
150	Depreciation	112	112	-	●	150
685	Total Expenses	751	520	(231)	●	685
42	Operating Surplus / (Deficit)	(193)	21	(214)		42

This table has rounding (+/- 1)

Income for period ending 31 March 2025

Operating income reflects a favourable variance to the revised budget of \$17k.

- A small operating income surplus shows that overall income is aligned with budgets. Internal interest revenue is higher due to the Roxburgh Entertainment Centre capital expenditure being carried forward into the 2024/25 financial year. This has meant that the reserve stayed in surplus for longer than the Annual Plan 2024/25 expected.

Expenditure for period ending 31 March 2025

Expenditure has an unfavourable variance of (\$231k) against the revised budget. The variances are detailed below:

- Rates expense and cost allocations have small unfavourable variances. The rates expense is higher than the full year budget and will remain for the rest of the year.
- Contracts has an unfavourable variance of (\$230k), along with building repairs and maintenance of (\$13k). These expenses are more needs-based and will vary against budget from time-to-time. This relates to work carried out on the Roxburgh Entertainment Centre site as a result of the remedial work carried out after the fire. An insurance claim is being worked through.
- Internal interest expense has a favourable variance of \$9k. This is due to the Roxburgh Entertainment Centre capital expenditure being carried forward into the 2024/25 financial year. This has meant that the reserve stayed in surplus for longer than the Annual Plan 2024/25 expected.

Capital Expenditure

Capital expenditure (CAPEX) for the period ending 31 March 2025 has a year-to-date favourable variance of \$111k. The actual CAPEX spent to date is 57% of the total revised budget.

2024/25 Full Year Annual Plan \$000	9 MONTHS ENDING 31 MARCH 2025				2024/25 Full Year Revised Budget \$000
		YTD Actual \$000	YTD Revised Budget \$000	YTD Variance \$000	
	Parks & Reserves:				
11	Roxburgh Reserves - Bins, Signs, Structures	4	9	5	● 11
12	Millers Flat Recreation Reserve - Tennis Courts	3	10	7	● 12
23	Total Parks & Reserves:	7	19	12	● 23
	Property:				
68	Roxburgh Town Hall	287	386	99	● 492
68	Total Property:	287	386	99	● 492
91	Total Capital Expenditure	294	405	111	□ 515

This table has rounding (+/- 1)

Parks and Reserves has an overall favourable variance of \$12k

- Capital works programme is progressing.

Property has an overall favourable variance of \$99k

- Unfortunately, due to the fire at the Roxburgh Entertainment Centre this work cannot proceed now. The remaining budget will drop back to offset the deficit in the reserve account. Future capital work will be dependant on the insurance claim and further discussion.

Reserve Funds table for Teviot Valley Ward

- As at 30 June 2024 the Teviot Valley Ward has an audited closing reserve funds balance of \$1.09M. This is the ward specific reserves and does not factor in the district-wide reserves which are in deficit at (\$24.09M). Refer to Appendix 1.
- Reserves balances adjusted for revised budgets are forecasted to drop to \$766k at year end, however, this will change now as a result of the fire at the Roxburgh Entertainment Centre. The Roxburgh Entertainment Centre is forecasted to finish the financial year with a deficit of (\$152k). With capital expenditure as at March 2025 of \$287k it will finish the year closer to (\$53k) in deficit, subject to any remaining invoices.
- As at 30 June 2024 Teviot Vally ward had a surplus of \$1.09M. This is offsetting deficits in: community halls (\$16k), reserves Roxburgh (all) (\$81k) and other property Roxburgh (\$6k).

3. Attachments**Appendix 1 - 2024-25 Teviot Valley Reserve Funds [↓](#)**

Audited 2023/24 Annual Report					Forecast 1 including Carry-Forwards FY2024/25 *		AP 2024/25 Closing balance
TEVIOT VALLEY RESERVES	Opening Balance	Transfers In	Transfers Out	Closing Balance	In/Out	Closing Balance	
	A	B	C	D = A + B - C	E	F = D + E	
Teviot Valley Promotion							
7033 - Roxburgh Promotions	16,988	1,927	-	18,915	94	19,009	16,984
	16,988	1,927	-	18,915	94	19,009	16,984
Teviot Valley Recreation and Culture							
7411 - Community Halls Teviot	(23,306)	7,204	-	(16,102)	(796)	(16,898)	(40,072)
7413 - Roxburgh Memorial Hall	-	7,925	-	7,925	50	7,975	6,896
7414 - Roxburgh Entertainment Centre	281,152	15,338	(62,272)	234,218	(386,609)	(152,391)	(208,694)
7461 - Reserves Roxburgh (all)	-	96,014	(177,204)	(81,191)	19,697	(61,494)	(59,988)
7463 - Teviot Valley Walkway Committee	32,429	1,769	(12,451)	21,747	(453)	21,294	19,939
7491 - Roxburgh Pool	(158,998)	173,427	(14,429)	-	(106)	(106)	3,090
7492 - Millers Flat Pool	21,907	3,198	-	25,104	(112)	24,992	27,391
	153,185	304,874	(266,356)	191,703	(368,331)	(176,628)	(251,438)
Teviot Ward Services Rate							
7111 - General Revenues & Development Ro:	587,013	37,209	(145,647)	478,575	33,203	511,778	485,030
7351 - Endowment Land Roxburgh	155,454	8,481	(9,957)	153,978	11,448	165,426	158,769
7353 - Other Property Roxburgh	-	-	(5,971)	(5,971)	(432)	(6,403)	(11,087)
7431 - Roxburgh Grants	20,610	1,763	-	22,374	86	22,460	20,602
7451 - Millers Flat Recreation Reserve Comm	84,286	4,598	(527)	88,357	(6,698)	81,659	80,776
	847,363	52,051	(162,102)	737,313	37,607	774,920	734,090
Teviot Ward Services Charge							
7211 - Elected Members Teviot Valley	-	-	(1,066)	(1,066)	(655)	(1,721)	3,996
7341 - Forestry Roxburgh	-	36,703	(36,703)	-	(2,478)	(2,478)	98,091
7832 - Roxburgh Cemetery	4,383	14,087	-	18,470	925	19,395	(5,617)
	4,383	50,790	(37,769)	17,404	(2,208)	15,196	96,469
Teviot Ward Specific Reserves							
7131 - Roxburgh Hydro Village Upgrade Fund	(171)	180	(9)	-	(12)	(12)	(180)
	(171)	180	(9)	-	(12)	(12)	(180)
Teviot Ward Development Fund							
7122 - Teviot Valley Reserves Contribution	114,235	13,077	-	127,312	6,365	133,677	127,217
	114,235	13,077	-	127,312	6,365	133,677	127,217
Total Reserves Surplus/(Deficit)	1,135,983	422,899	(466,235)	1,092,646	(326,484)	766,162	723,143

* Forecast 1 movements include the Annual Plan 2024/25 movements and the carryforward expenditure from 2023/24, in particular capital projects not complete. This is to enable a running estimate of the total Reserves balance.

25.4.5 INTERIM TEVIOT VALLEY FINANCIAL REPORT FOR THE PERIOD ENDING 30 JUNE 2025

Doc ID: 2513112

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

1. Purpose

To consider the financial performance overview as at 30 June 2025.

Recommendations

That the report be received.

2. Discussion

These statements are designed to give an overview on the financial performance. It is important to note that as the Annual Report 30 June 2025 is still being compiled the figures below may change as required.

The operating statement for the twelve months ending 30 June 2025 shows an unfavourable variance of (\$93k) against the revised budget.

2024/25 Full Year Annual Plan \$000	12 MONTHS ENDING 30 JUNE 2025					2024/25 Full Year Revised Budget \$000
		YTD Actual \$000	YTD Revised Budget \$000	YTD Variance \$000		
	Income:					
59	Internal Interest Revenue	72	65	7	●	65
33	User Fees & Other	124	252	(128)	●	252
-	Reserves Contributions	3	1	2	●	1
611	Rates	611	611	-	●	611
24	Govt Grants & Subsidies	-	24	(24)	●	24
727	Total Income	810	953	(143)	●	953
	Expenditure					
16	Rates Expense	20	21	1	●	21
189	Cost Allocations	199	190	(9)	●	190
37	Other Costs	25	33	8	●	33
29	Building Repairs and Mtce	35	26	(9)		26
10	Staff	-	10	10	●	10
17	Fuel & Energy	10	10	-	●	10
149	Contracts	367	375	8	●	375
42	Grants	45	45	-	●	45
19	Members Remuneration	19	19	-	●	19
27	Internal Interest Expense	14	27	13	●	27
150	Depreciation	122	150	28	●	150

685	Total Expenses	856	906	50	906
42	Operating Surplus / (Deficit)	(46)	47	(93)	47

This table has rounding (+/- 1)

Income for period ending 30 June 2025

Operating income reflects an unfavorable variance to the revised budget of (\$143k).

- User fees and other has an unfavourable variance of (\$128k) against revised budget. This is due to an increase to other income budgets to reflect the expected insurance claim for Roxburgh Entertainment Centre. This matter is currently under review with the insurer.
- Grants and subsidies have an unfavourable variance of (\$24k). The Annual Plan 2024/25 planned for funding to be received for the Roxburgh Entertainment Centre upgrades from external parties, and this did not come to fruition.

Expenditure for period ending 30 June 2025

Expenditure has a favorable variance of \$50k against the revised budget. The variances are detailed below:

- Contracts reflect a favourable variance of \$8k, primarily resulting from offsetting movements within individual cost centres. While the Roxburgh Entertainment Centre incurred an unfavourable variance of \$12k (due to remedial works undertaken following fire damage) this was counterbalanced by favourable variances in cemetery and pool operations. These expenses are driven by operational need and can fluctuate relative to budget throughout the year. The Roxburgh Entertainment Centre costs relate specifically to site works undertaken post-fire, with an associated insurance claim currently under review.
- Building repairs and maintenance have an unfavorable variance (\$9k) primarily from repairs and maintenance of Roxburgh Entertainment Centre. This will be offset by the insurance claim once it is finalised.
- Internal interest expense has a favorable variance of \$13k. This is due to the Roxburgh Entertainment Centre capital expenditure being carried forward into the 2024/25 financial year. As a result, the reserve remained in surplus for a longer duration than anticipated in the 2024/25 Annual Plan.

Capital Expenditure

Capital expenditure (CAPEX) for the period ending 30 June 2025 has a year-to-date favorable variance of \$18k. The actual CAPEX spent to date is 94% of the total revised budget.

2024/25 Full Year Annual Plan \$000	12 MONTHS ENDING 30 JUNE 2025				2024/25 Full Year Revised Budget \$000
		YTD	YTD	YTD	
		Actual \$000	Revised Budget \$000	Variance \$000	
11	Parks & Reserves:				
	Roxburgh Reserves - Bins, Signs, Structures	5	9	4	9

12	Millers Flat Recreation Reserve - Tennis Courts	3	12	9	●	12
23	Total Parks & Reserves:	8	21	13	●	21
68	Property:					
68	Roxburgh Town Hall	287	292	5	●	292
68	Total Property:	287	292	5	●	292
91	Total Capital Expenditure	295	313	18	□	313

This table has rounding (+/- 1)

Parks and Reserves has an overall favourable variance of \$13k

- Capital works programme includes instalment of new picnic table for Lions Park Millers Flat (ongoing), and cenotaph repairs (completed).

Property has an overall favourable variance of \$5k

- Capital works carried out at the Roxburgh Entertainment Centre before the fire was \$287k. Future capital work for the rebuild will be dependent on the insurance claim and further discussion.

Reserve Funds table for Teviot Valley Ward

- As at 30 June 2024 the Teviot Valley Ward has an audited closing reserve funds balance of \$1.09M. This is the ward specific reserves and does not factor in the district-wide reserves which are in deficit at (\$24.09M). Refer to Appendix 1.
- Reserves balances adjusted for revised budgets are forecasted to drop to \$766k at year end. However, this position will shift following the Roxburgh Entertainment Centre fire. The Centre is now projected to conclude the financial year with a deficit of (\$152k). Capital expenditure of \$287k will finish the year closer to (\$90k) in deficit.
- As at 30 June 2024 Teviot Valley Ward had a surplus of \$1.09M. This is off setting deficits in: community halls (\$16k), reserves Roxburgh (all) (\$81k) and other property Roxburgh (\$6k).

3. Attachments

Appendix 1 - 2024-25 Teviot Valley Reserve Funds [↓](#)

Audited 2023/24 Annual Report					Forecast 1 including Carry-Forwards FY2024/25 *		AP 2024/25 Closing balance
TEVIOT VALLEY RESERVES	Opening Balance	Transfers In	Transfers Out	Closing Balance	In/Out	Closing Balance	
	A	B	C	D = A + B - C	E	F = D + E	
Teviot Valley Promotion							
7033 - Roxburgh Promotions	16,988	1,927	-	18,915	94	19,009	16,984
	16,988	1,927	-	18,915	94	19,009	16,984
Teviot Valley Recreation and Culture							
7411 - Community Halls Teviot	(23,306)	7,204	-	(16,102)	(796)	(16,898)	(40,072)
7413 - Roxburgh Memorial Hall	-	7,925	-	7,925	50	7,975	6,896
7414 - Roxburgh Entertainment Centre	281,152	15,338	(62,272)	234,218	(386,609)	(152,391)	(208,694)
7461 - Reserves Roxburgh (all)	-	96,014	(177,204)	(81,191)	19,697	(61,494)	(59,988)
7463 - Teviot Valley Walkway Committee	32,429	1,769	(12,451)	21,747	(453)	21,294	19,939
7491 - Roxburgh Pool	(158,998)	173,427	(14,429)	-	(106)	(106)	3,090
7492 - Millers Flat Pool	21,907	3,198	-	25,104	(112)	24,992	27,391
	153,185	304,874	(266,356)	191,703	(368,331)	(176,628)	(251,438)
Teviot Ward Services Rate							
7111 - General Revenues & Development Ro:	587,013	37,209	(145,647)	478,575	33,203	511,778	485,030
7351 - Endowment Land Roxburgh	155,454	8,481	(9,957)	153,978	11,448	165,426	158,769
7353 - Other Property Roxburgh	-	-	(5,971)	(5,971)	(432)	(6,403)	(11,087)
7431 - Roxburgh Grants	20,610	1,763	-	22,374	86	22,460	20,602
7451 - Millers Flat Recreation Reserve Comm	84,286	4,598	(527)	88,357	(6,698)	81,659	80,776
	847,363	52,051	(162,102)	737,313	37,607	774,920	734,090
Teviot Ward Services Charge							
7211 - Elected Members Teviot Valley	-	-	(1,066)	(1,066)	(655)	(1,721)	3,996
7341 - Forestry Roxburgh	-	36,703	(36,703)	-	(2,478)	(2,478)	98,091
7832 - Roxburgh Cemetery	4,383	14,087	-	18,470	925	19,395	(5,617)
	4,383	50,790	(37,769)	17,404	(2,208)	15,196	96,469
Teviot Ward Specific Reserves							
7131 - Roxburgh Hydro Village Upgrade Fund	(171)	180	(9)	-	(12)	(12)	(180)
	(171)	180	(9)	-	(12)	(12)	(180)
Teviot Ward Development Fund							
7122 - Teviot Valley Reserves Contribution	114,235	13,077	-	127,312	6,365	133,677	127,217
	114,235	13,077	-	127,312	6,365	133,677	127,217
Total Reserves Surplus/(Deficit)	1,135,983	422,899	(466,235)	1,092,646	(326,484)	766,162	723,143

* Forecast 1 movements include the Annual Plan 2024/25 movements and the carryforward expenditure from 2023/24, in particular capital projects not complete. This is to enable a running estimate of the total Reserves balance.

6 MAYOR'S REPORT

25.4.6 MAYOR'S REPORT

Doc ID: 2015381

1. Purpose

To consider an update from Her Worship the Mayor.

Recommendations

That the Teviot Valley 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

25.4.7 CHAIR'S REPORT

Doc ID: 2015569

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

25.4.8 MEMBERS' REPORTS

Doc ID: 2016084

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

25.4.9 JULY 2025 GOVERNANCE REPORT

Doc ID: 2016421

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

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

Teviot Valley Community Plan Update

The Teviot Valley Community Plan survey opened in June and 30 responses have been received to date. Staff have been visiting local groups to encourage participation and to have their say about the future of the Valley. Community workshops will be held in Ettrick, Millers Flat and Roxburgh to have a conversation about the results of the survey and to prioritise projects that are identified through the process. Staff have also met with the Roxburgh Area School and will hold conversations with students about their views. It is hoped that the workshops will be held in the last week of August.

Status Reports

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

3. Attachments

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

Status Updates		Committee: Teviot Valley Community Board			
Meeting	Report Title	Resolution No	Resolution	Officer	Status
1/05/2025	Roxburgh Entertainment Centre Grant - Request to Change Project	25.3.3	That the Teviot Valley Community Board A. Receives the report and accepts the level of significance. B. Approves the Roxburgh Entertainment Centre Improvements and Promotions committee to use the previously approved promotions grant of \$2,967 for light boxes for the purchase of promotional flag banners for the main street of Roxburgh.	Marketing and Administration Coordinator	17 Jul 2025 The funds have been reallocated towards flags and were drawn down end of June 2025. MATTER CLOSED 13 May 2025 Action memo sent to report writer.
20/03/2025	Speed Management Consultation Proposal	25.2.3	That the Teviot Valley Community Board A. Receives the report and accepts the level of significance. B. Notes Council will be considering a report for speed limit changes for the district, with no local road changes in the Teviot Valley.	Roading Asset Engineer	17 Jul 2025 Speed Limit Consultation out now. MATTER CLOSED 10 Apr 2025 Report to come back to Council over the next few months. ON HOLD 31 Mar 2025 Action memo sent to report writer.
25/11/2021	Roxburgh Cemetery Trustees	21.9.3	That the Teviot Valley Community Board A. Receives the report and accepts the level of significance. B. Agrees to accept the administration, management and operation of the Roxburgh Cemetery from the Roxburgh Cemetery Trustees to the Central Otago District Council, subject to the land encroachment of the Cemetery being resolved.	Parks and Recreation Manager	17 Jul 2025 No change. ON HOLD 13 May 2025 Ministry of Health have responded to Council lawyers and advised of next steps required in this process. 11 Apr 2025 Documents for signing are with the Minister of Health for execution; no time frame has been provided. 26 Feb 2025 We understand this will now go to the Ministers Office for consideration, how long that will take is unknown. 23 Jan 2025 No response received from the lawyers to date. 20 Nov 2024 No update.

					<p>14 Oct 2024 Still with lawyers, no update.</p> <p>02 Sept 2024 This is a very complex issue and is still being worked through with lawyers. Next update will be when there has been progress.</p> <p>29 Aug 2024 Still sitting with lawyers at present.</p> <p>15 Jul 2024 The certificate of title for the Roxburgh Cemetery should be issued early August.</p> <p>31 May 2024 Still waiting for the certificate of title to be issued.</p> <p>04 Mar 2024 Council is waiting on a certificate of title for the cemetery to be issued this still may take a couple of months.</p> <p>09 Jan 2024 Council is waiting on a certificate of title for the cemetery to be issued this may take a couple of months.</p> <p>07 Nov 2023 Council is waiting on a certificate of title for the cemetery to be issued.</p> <p>06 Oct 2023 Councils Property Team are now progressing the transfer of Title into Councils name.</p> <p>15 Aug 2023 DOC have advised they are still progressing with this project.</p> <p>04 Jul 2023 No further updates this is still sitting with DOC.</p> <p>30 May 2023 No further updates this is still sitting with DOC.</p> <p>18 Apr 2023 No further updates.</p> <p>03 Mar 2023</p>
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					<p>No further update.</p> <p>13 Jan 2023 No further update at this time.</p> <p>25 Aug 2022 The issue is waiting for DOC to undertake land transfer. Multiple attempts have been made to DOC to progress this work.</p> <p>08 Jun 2022 The neighbouring property has now been surveyed. DOC have yet to update Council on next steps.</p> <p>21 Apr 2022 There have been no changes since the last advisory.</p> <p>14 Mar 2022 Still waiting for DOC to complete the survey and land transfer requirements for the cemetery.</p> <p>14 Jan 2022 The Department of Conservation and the Ministry of Health have been advised of the Board's decision. We are now waiting for DOC to complete the survey and land transfer requirements for the cemetery.</p> <p>30 Nov 2021 Action memo sent to the Parks and Recreation Manager and to Finance.</p>
1/05/2025	Reserve funding a Teviot Valley Masterplan	25.3.4	<p>That the Teviot Valley Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Recommends to Council Teviot Valley General Reserves be made available to develop a Masterplan for the Teviot Valley.</p>	Regional Deals Lead	<p>17 Jul 2025 Request declined by Council 25 June 2025. MATTER CLOSED</p> <p>13 May 2025 Action memo sent to report writer.</p>
1/05/2025	Roxburgh Entertainment Centre External Stakeholder Group	25.3.2	<p>That the Teviot Valley Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Recommends to Council the proposed project structure.</p>	Project Manager - Property	<p>17 Jul 2025 Report to come to the board 31 July.</p> <p>09 May 2025 Action memo sent to report writer.</p>

			<p>C. Recommends to Council up to 4 external stakeholders be voted in for the Steering Group. Notes the goal to have the Steering Group named by 31 July 2025.</p> <p>D. Recommends to Council the Terms of Reference document.</p> <p>E. Authorises the Chief Executive to do all that is necessary to give effect to the Board's resolutions.</p>		
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10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 11 September 2025.