



AGENDA

Cromwell Community Board Meeting Tuesday, 5 August 2025

Date: Tuesday, 5 August 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, 5 August 2025 at 2.00 pm. The link to the live stream will be available on the Central Otago District Council's website.

Order Of Business

1	Apologies	5
2	Public Forum.....	5
3	Confirmation of Minutes.....	5
	Cromwell Community Board Meeting - 17 June 2025	7
4	Declaration of Interest	15
	25.5.1 Declarations of Interest Register	15
5	Reports	18
	25.5.2 Cromwell Junior and Senior Football Clubs request to jointly Lease Alpha Street Pavilion	18
	25.5.3 Road Stopping 2024 09 - adj to 15 Alpha Street Cromwell - Wallis.....	25
	25.5.4 Women's Wednesdays 10-Week Swim Programme Overview and Funding	33
	25.5.5 Gair Avenue Trees.....	34
	25.5.6 Interim Cromwell Financial Report for the Period Ending 30 June 2025.....	43
6	Mayor's Report.....	48
	25.5.7 Mayor's Report	48
7	Chair's Report	49
	25.5.8 Chair's Report.....	49
8	Members' Reports.....	50
	25.5.9 Members' Reports	50
9	Status Reports	51
	25.5.10 August 2025 Governance Report.....	51
10	Date of the Next Meeting	61
11	Resolution to Exclude the Public	62
	25.5.11 August 2025 Confidential Governance Report.....	62

- 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), L Fleck (Group Manager - People and Culture, Acting Group Manager - Community Vision), Q Penniall (Acting Group Manager - Planning, Infrastructure and Regulatory), S Righarts (Group Manager - Governance and Business Services), D Scoones (Group Manager - Community Experience), S Reynolds (Governance Support Officer)

- 1 APOLOGIES**
- 2 PUBLIC FORUM**
- 3 CONFIRMATION OF MINUTES**

Cromwell Community Board - 17 June 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, 17 JUNE 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), L van der Voort (Group Manager - Planning and Infrastructure), D Rushbrook (Regional Deals Lead), S Righarts (Acting Group Manager - Community Experience), N Lanham (Acting Group Manager - Community Vision), Q Penniall (Infrastructure Manager), Z Zeelie (Statutory Property Team Leader), D McKewen (Acting Chief Financial Officer), S Reynolds (Governance Support Officer)

1 APOLOGIES

There were no apologies.

2 PUBLIC FORUM

There were no speakers for public forum.

3 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Laws
Seconded: Browne

That the public minutes of the Cromwell Community Board Meeting held on 6 May 2025 be confirmed as a true and correct record.

CARRIED

Note: Ms McConnell joined the meeting at 2.04 pm

4 DECLARATIONS OF INTEREST

Members were reminded of their obligations in respect of declaring any interests.

Note: Cr Laws noted an interest in item 25.4.3 and did not take part in the discussion or vote on the item.

5 REPORTS

25.4.2 ROAD NAME APPROVAL REPORT - SHANNON FARM

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

Discussion followed and there was preference for local identity references over horticultural varieties.

Road	Confirmed Name
1	Infinity Drive (approved)
2	Riggir Crescent
3	Leyser Lane (approved)
4	Malcolm Close
5	Betsy Place
6	Fortune Place
7	Springcrest Court
8	Goldrich Place

COMMITTEE RESOLUTION

Moved: **Gillespie**

Seconded: **Scott**

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees that the roads be named Infinity Drive, Leyser Lane, Riggir Crescent, Malcolm Close
 Betsy Place, Fortune Place, Springcrest Court, Goldrich Place

CARRIED

25.4.3 ROAD RENAMING AND NAMING APPROVAL FOR WOONG TREE DEVELOPMENT

To consider the renaming Kawariki Court to Plover Court and naming an unnamed road off Plover Court, Kawariki Court.

It was decided that 'Lane' was a more appropriate descriptor for a through road rather than 'Court'.

COMMITTEE RESOLUTION

Moved: **Sanford**

Seconded: **Browne**

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Recommends to Council that Kawariki Court be renamed Plover Lane.
- C. Approves the unnamed road off Plover Court be named Kawariki Lane.

CARRIED

25.4.4 PROPOSED NEW LEASE TO CROMWELL BIKE PARK INCORPORATED ON NELPLUSULTRA RECREATION RESERVE

To consider granting a new lease to the Cromwell Bike Park Incorporated on an area of 1 Hectare (more or less) of the Neplusultra Recreation Reserve, being part of Lots 1 and 2 Deposit Plan 19357.

COMMITTEE RESOLUTION

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

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Recommends to Council to grant a lease to Cromwell Bike Park Incorporated on leased areas indicated on Figure 1 of the report of the Neplusultra Recreation Reserve, being part of Lot 2 Deposit Plan 17280 on the following terms and conditions:
 - Commencement 1 July 2023
 - Term Fifteen (15) years
 - Right of Renewal One (1) right of renewal for another Fifteen (15) years
 - Rental \$1 per annum if demanded
 - Rent review frequency No rent review frequency
 - Outgoings 100%
 - Final Expiry Date 30 June 2053
 - Cancellation Clause Five (5) years advanced notice of cancellation
- C. Authorises the Chief Executive to all that is necessary to give effect to the resolution.

CARRIED

25.4.5 LAND INVESTMENT STRATEGY

To consider final draft of the land investment strategy for recommendation to Council

The board requested that the strategy could be reviewed after 12-months and then with each election cycle.

It was considered that this strategy could serve as a template for other areas of council land in throughout the district. There was discussion around whether the document could be expanded to signal where the proceeds from land sales might be directed.

COMMITTEE RESOLUTION

Moved: **Laws**
Seconded: **Scott**

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
 - B. Notes the suggested changes on the final draft of the land investment strategy.
-

-
- C. Approves the strategy and recommends to Council they adopt the land investment strategy.
- D. Recommends to Council that the strategy be reviewed after 12 months and subsequently on a three-year cycle.

CARRIED

Note: Ms McConnell left the meeting at 3.01 pm and did not return.

25.4.6 CROMWELL FINANCIAL REPORT FOR THE PERIOD ENDING 31 MARCH 2025

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

COMMITTEE RESOLUTION

Moved: Gillespie
Seconded: Browne

That the report be received.

CARRIED

6 MAYOR'S REPORT

25.4.7 MAYOR'S REPORT

Her Worship the Mayor gave an update on her activities in the district over recent weeks. See attached report.

COMMITTEE RESOLUTION

Moved: Sanford
Seconded: Browne

That the Cromwell Community Board receives the report.

CARRIED

Attachments

- 1 Mayors Report
-

7 CHAIR'S REPORT

25.4.8 CHAIR'S REPORT

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

- She noted that Cromwell Kahui Ako will disband at the end of the year, and acknowledged the achievements of this collaboration and thanked local businesses for their support which had enabled the additional support for many children with diverse needs. She noted that there was work underway to ensure the continuation of this mahi via an external trust.
-

- She noted that she was looking forward to Matariki celebrations with her school whānau.

COMMITTEE RESOLUTION

Moved: Harrison

Seconded: Browne

That the report be received.

CARRIED

8 MEMBERS' REPORTS

25.4.9 MEMBERS' REPORTS

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

Cr Laws reported on the following:

- Had met with the Hon. Andrew Hoggard.
- Attended Long-term Plan hearings and noted the support for maintaining community halls and the presentation given by children from Poolburn School.
- Attended an Old Cromwell meeting, where the projected increases in water charges were discussed, due to the groups high water usage.
- Attended Long-term Plan deliberations and reported that the decisions made were in-line with the community's needs and wants.
- Gave an update on the May Council meeting.
- Noted that she had been an apology for the Cromwell Community House meeting.

Mr Sanford reported on the following:

- Attended Central Otago Sports Awards with Central Otago District Council.
- Attended a Business South BA5 at Highlands, hosted by Santana Minerals.
- Attended a Cromwell business network breakfast at Black Rabbit, where Julie Muir spoke on Local Water Done Well.
- Attended Nathan Wallis's presentation on Brains, supported by 45 South and Highlands.
- Attended drop-in session on the Cromwell Racecourse Reserve, held at the Cromwell service centre.
- Attended a LGNZ Community Board Zoom Meeting, where Moko Te Pania was guest speaker.
- Participated in Highland Events Rustic Run at Bannockburn Sluicing's last weekend.
- Attended two Automobile Association District Council meetings
- Had fielded numerous queries on Local Water Done Well and had initiated discussions on the Cromwell Racecourse Reserve Management Plan.

Cr Gillespie reported on the following:

- Provided an update on Long-term Plan hearings, highlighting the substantial submissions received and addressing some of the misinformation that had been circulated.
- Acknowledged the Chairs comprehensive Community Board Chair update given at the May Council meeting.
- Attended a Hearings Panel meeting on 10 June.
- Requested that Cromwell's heritage experts provide additional names for the road naming list, as most previous suggestions had been exhausted.

Cr Browne reported on the following:

- Attended the Zones Ripa tournament at Molyneux Park.
- Attended the monthly Automobile Association meeting, outlining the speed limit reduction on State Highway submission made by the group.
- Attended a meeting with the Cromwell Resilience Group meeting where they undertook a table top exercise with Cromwell, Bannockburn & Tarras community resilience groups.
- Attended a Community Meeting with the Cromwell Resilience Group, seeking more members and offering education to attendees on what they might be required to do in the event of a significant disaster.
- Gave an update on recent Council meetings.
- Attended a drop-in session on the Cromwell Racecourse Reserve Management Plan.
- Attended a Memorial Hall fortnightly meeting, where museum fitout had been discussed.
- Attended Long-term Plan hearings and deliberations in May.
- Attended Audit & Risk meetings in May and June.
- Had been awarded the RMA commissioner certification after taking the 'Making Good Decisions Course' in April.

Mr Scott reported on the following:

- Attended the open forum session on Cromwell Racecourse Reserve, and noted the good attendance.
- Attended Long-term Plan session in Alexandra, and spoke to his submission with regards to the development of the Town Centre.
- Attended a planning meeting for the Cromwell and Districts Promotions group.

COMMITTEE RESOLUTION

Moved: Laws
Seconded: Browne

That the report be received.

CARRIED

9 STATUS REPORTS

25.4.10 JUNE 2025 GOVERNANCE REPORT

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

Staff gave an update on the Play Strategy, detailing community engagement and feedback gathering efforts. The data collected so far will help in form a draft strategy, that is planned to be open for consultation in November.

COMMITTEE RESOLUTION

Moved: Browne
Seconded: Gillespie

That the report be received.

CARRIED

10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 5 August 2025.

11 RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION

Moved: Scott
Seconded: Laws

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
Ordinary Meeting - Confidential Minutes	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
25.4.11 - Proposal to Approve a New Lease with Central Speedway Cromwell Incorporated	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
25.4.12 - Gair Ave Development Update	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 sensitivity To enable commercial activities To enable commercial or industrial negotiations

	<p>commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	
25.4.13 - June 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 3.51 pm and the meeting closed at 4.32 pm

4 DECLARATION OF INTEREST

25.5.1 DECLARATIONS OF INTEREST REGISTER

Doc ID: 2016200

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 [↓](#)

Name	Member's Declared Interests	Spouse/Partner's Declared Interests	Council Appointments
Sarah Browne	Anderson Browne Construction and Development (Director and Shareholder) Infinite Energy Ltd (Shareholder) Central Otago Sports Turf Trust (Trustee) Central Football and Multisport Turf Trust (Trustee) Sutherland Architecture Studio Ltd (Employee)	Anderson Browne Construction and Development (Director and Shareholder) Infinite Energy Ltd (Employee)	Cromwell Youth Trust Tarras Community Plan Group
Neil Gillespie	Southburn Consulting (Consultant) Cromwell Volunteer Fire Brigade (Chief Fire Officer) Cromwell Bowling Club (patron) Otago Local Advisory Committee - Fire Emergency New Zealand Returned Services Association (Member)		Tarras Hall Committee
Anna Harrison	Principal Goldfields Primary School Runs the Dunstan Zone swimming championships Cromwell Swim Club past president and club group coach Central Otago Primary School Sport Association (member) Dunstan Zone Sports Group (member) Principal of Goldfields Primary School	Mojo Modern Joinery Cromwell (Owner / Director)	Bannockburn Community Centre Management Committee Inc Cromwell District Museum

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

5 REPORTS

25.5.2 CROMWELL JUNIOR AND SENIOR FOOTBALL CLUBS REQUEST TO JOINTLY LEASE ALPHA STREET PAVILION

Doc ID: 598813

1. Purpose of Report

To consider the recommendation to grant a joint lease to the Cromwell Junior and Senior Football Clubs to lease the Alpha Street Pavilion.

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
 - B. Recommends to Council that a joint lease agreement with the Senior and Junior Cromwell Football clubs for the lease of the Alpha Street Pavilion located on land designated for Recreation Purposes being Part of Lot 1 DP 315494 SEC 4 Block XCII Town of Cromwell be granted on the following terms and conditions:
 - Commencement 1 July 2025
 - Term Five (5) Years
 - Right of Renewal Two (2) right of renewals for another Five (5) years
 - Rental \$290 per annum plus GST
 - Rent review periods Five (5) yearly
 - Rent Review Date 1 July 2030 and 1 July 2035
 - Final Expiry Date 30 June 2040
 - Cancellation Clause Six (6) month cancellation clause included
 - C. Authorises the Chief Executive to all that is necessary to give effect to the resolution.
-

2. Background

Alpha Street Pavilion is located on land designated for Recreation Purposes being Part of LOT 1 DP 315494 SEC 4 Block XCII Town of Cromwell. See Figure 1 below.



Figure 1

The Cromwell Junior and Senior Football Clubs have been using the Alpha Street Pavilion and Sports fields for years. As the clubs have grown significantly over the years it is recommended that the Council enter into a formal lease agreement with the clubs.

3. Discussion

Increasing membership in the Cromwell Football Clubs (the Clubs) in recent years, has resulted the split into Junior and Senior Football Clubs.

The Cromwell Junior Football Club have seasonally rented the Alpha Street Clubrooms from Council and have done since May 1998.

The Senior Football Club has been recently revived and has grown in numbers.

The Junior and Senior Football clubs agrees that a joint long-term lease of the pavilion at Alpha St is required.

Proposed lease terms could include:

Start date	1 July 2025
Term	5 years
Rights of renewal	Two further terms of 5 years
Final expiry	30 June 2040
Rent	\$290 per annum plus GST based on 2.5% of the average annual income less any grants, donations and affiliation fees as provided by the Clubs. This is in line with Council's Community Leases and Licensing Policy.
Rent review	Five-yearly. The rent review is based upon the recommendation in the Community Leases and Licensing Policy offering concessional rates which are significantly lower below market rent.
Lessee's outgoings	100% of electricity, glass/burglary insurance, Lessor indemnity insurance, contents insurance, internal décor maintenance, rubbish collection, cleaning, provisioning of showers and toilets.
Improvements at termination of lease	At termination improvements are surrendered to the landlord.
Special conditions	The landlord reserves the right to terminate an agreement with six months' notice if it requires part or whole of the occupied area for other activities

Community Leasing and Licencing Policy

This policy discusses leases/licences to groups carrying out activities on a not-for-profit basis who use their funds to develop and maintain the group or invest them for the betterment of the local community.

The following table outlines the assessment criteria required by the Community Leasing and Licensing Policy and demonstrates how the Club meets those criteria.

Criteria	Key Questions	Assessment
The group's purpose and activities must be consistent with the Council's strategic direction	What is the group's purpose? What additional benefits will the proposal bring to the community?	<p>The clubs provide the ability for the community to participate in sport activities at an affordable rate.</p> <p>➤ Criteria met</p>

It is desirable for groups to be an incorporated society or trust.	How does the group spend the money it raises and what happens to any surplus? What additional benefits will the proposal bring to the community?	<p>The clubs do not have surpluses. Everything sponsors and subs bring goes into running the clubs. Kit, equipment, council fees, events, training initiatives.</p> <p>➤ Criteria met</p>																								
The group must be sustainable in terms of membership and/or users for the term of agreement.	Is there evidence that the group's membership numbers and trends justify the proposal? Is there an open membership policy?	<p>The Clubs have a steadily growing membership. Having football clubs in Cromwell also brings other teams from around Central Lakes into our community over the course of the season.</p> <p>➤ Criteria met</p>																								
The group must be in a financial position to fulfil its obligations under the agreement	How does the group fund its activities? Is there evidence that the group can afford to meet the obligations of occupying the land/building?	<table border="1"> <thead> <tr> <th>Year-end</th><th>Financials Jnr Club</th><th>Financials Snr Club</th></tr> </thead> <tbody> <tr> <td>2020</td><td>6,427.93</td><td>-</td></tr> <tr> <td>2021</td><td>6,260.51</td><td>-</td></tr> <tr> <td>2022</td><td>9,172.96</td><td>-</td></tr> <tr> <td>2023</td><td>18,957.73</td><td>-</td></tr> <tr> <td>2024</td><td>13,241.13</td><td>5,181.73</td></tr> <tr> <td>Total Average</td><td>11,848.40</td><td></td></tr> <tr> <td>2.5%</td><td>296.21</td><td></td></tr> </tbody> </table> <p>➤ Criteria met</p>	Year-end	Financials Jnr Club	Financials Snr Club	2020	6,427.93	-	2021	6,260.51	-	2022	9,172.96	-	2023	18,957.73	-	2024	13,241.13	5,181.73	Total Average	11,848.40		2.5%	296.21	
Year-end	Financials Jnr Club	Financials Snr Club																								
2020	6,427.93	-																								
2021	6,260.51	-																								
2022	9,172.96	-																								
2023	18,957.73	-																								
2024	13,241.13	5,181.73																								
Total Average	11,848.40																									
2.5%	296.21																									
The land and buildings must be utilised to the fullest extent possible	How often will the building be used and what activities are planned? What alternatives have been considered by the group and why have they been rejected? Is there potential for the group to share facilities with other existing occupants?	<p>No alternative locations have been required to be considered by the group as they are already well-established in that location.</p> <p>➤ Criteria met</p>																								
The activity must not have the potential to	Is the activity consistent with relevant legislation	There are no known adverse environmental effects caused by the Club's occupation of the building.																								

adversely affect open space values or cause environmental harm	and any applicable reserve management plans? Is there a potential for adverse environmental effects to be caused by the activity? If yes, how will these be mitigated?	➤ Criteria met
There must be demonstrated support and need within the community for the activity	Is there demonstrated support from the wider community and those expected to benefit from the activity? Are similar activities to the one being proposed, delivered by other facilities that are accessible to the group and the wider community?	<p>The club's increasing member attendance indicates support within the community and suggests that similar activities are not being delivered by other facilities accessible.</p> <p>➤ criteria met</p>

4. Financial Considerations

No significant budget implications are attributed to this decision.

5. Options

Option 1 – (Recommended)

Recommends to Council that a joint lease agreement with the Senior and Junior Cromwell Football clubs for the lease of the Alpha Street Pavilion located on land designated for recreation purposes being Part of Lot 1 DP 315494 SEC 4 Block XCII Town of Cromwell be granted on the following terms and conditions:

- Commencement 1 July 2025
- Term Five (5) Years
- Right of Renewal Two (2) right of renewals for another Five (5) years
- Rental \$290 per annum plus GST
- Rent review periods Five (5) yearly
- Rent Review Date 1 July 2030 and 1 July 2035
- Final Expiry Date 30 June 2040
- Cancellation Clause Six (6) month cancellation clause included

Advantages:

- Provides for the on-going maintenance and management of the building.
- Realises the opportunity to support a local community group, assisting the Council in achieving its desired community outcomes.
- Income is generated from this Council asset.

Disadvantages:

- None

Option 2

To not approve a lease with the Senior and Junior Cromwell Football clubs for the lease of the Alpha Street Pavilion located on land designated for recreation purposes being Part of Lot 1 DP 315494 SEC 4 Block XCII Town of Cromwell.

Advantages:

- None

Disadvantages:

- This option does not realise the opportunity to support a local community group, and so does not assist the Council in achieving its desired community outcomes
- Council would be required to continue maintaining the building.
- No income is generated on this Council asset

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables democratic local decision making and action by, and on behalf of communities by This decision promotes the social and economic wellbeing of communities, in the present and for the future by enabling the Cromwell Football Clubs to provide the same and potentially increased level of service.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes, the recommendation is consistent with the current Community Leasing and Licensing Policy which stipulates rental amount to be calculated on a 2.5% of annual income.
Considerations as to sustainability, the environment and climate change impacts	The decision does not impact on the sustainability, environmental, and climate change of the district.
Risks Analysis	The health and safety obligations will be the Tenant's responsibility to meet.

Significance, Consultation and Engagement (internal and external)

The lease will not be subject to public consultation.

7. Next Steps

- The Board approves recommendation to Council August 2025
- The Council approves the lease agreement August 2025
- The Lessee is informed of Council decision August 2025
- The Lease agreement is executed September 2025

8. Attachments

Nil

25.5.3 ROAD STOPPING 2024 09 - ADJ TO 15 ALPHA STREET CROMWELL - WALLIS

Doc ID: 2518363

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

1. Purpose of Report

To consider the proposal to stop part of formed legal road adjacent to 15 Alpha Street, Cromwell in accordance with the provisions of the Public Works Act.

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees to recommend to Council to approve the proposal to stop part of the formed legal road, as shown in Figure 3, in accordance with the provisions of the Public Works Act 1981, subject to:
 - The proposed section marked in red on the Plan as shown in Figure 3 of the report being stopped and amalgamated with Record of Title 1100808.
 - The stopping and legislation being approved by the Minister of Lands.
 - The final survey plan being approved by the Chief Executive.
 - The owner of 15 Alpha Street pays all the cost in relation to the road stopping.
 - The owner of 15 Alpha Street pays the value of the road reserve land to be taken, which is to be determined by an independent registered valuation.
- C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

2. Background

The Road

Alpha Street starts from the intersection with State Highway 8B and runs southwards towards Inniscort Street, Cromwell as shown in Figure 1 of the report.



Figure 1

The Applicant's Property

The current owner of 15 Alpha Street (Record of Title 1100808), Anna Wallis applied for the road stopping of part of Alpha Street and amalgamation to their land title as set out in Figure 2 below. The reason for the request is that the applicants house encroach onto the formed legal road, part of Alpha Street, Cromwell.



Figure 2

The Road to be Stopped

Council Roading Manager has reviewed the proposed road stoppage area and has approved the process as per Plan shown in Figure 3 below.

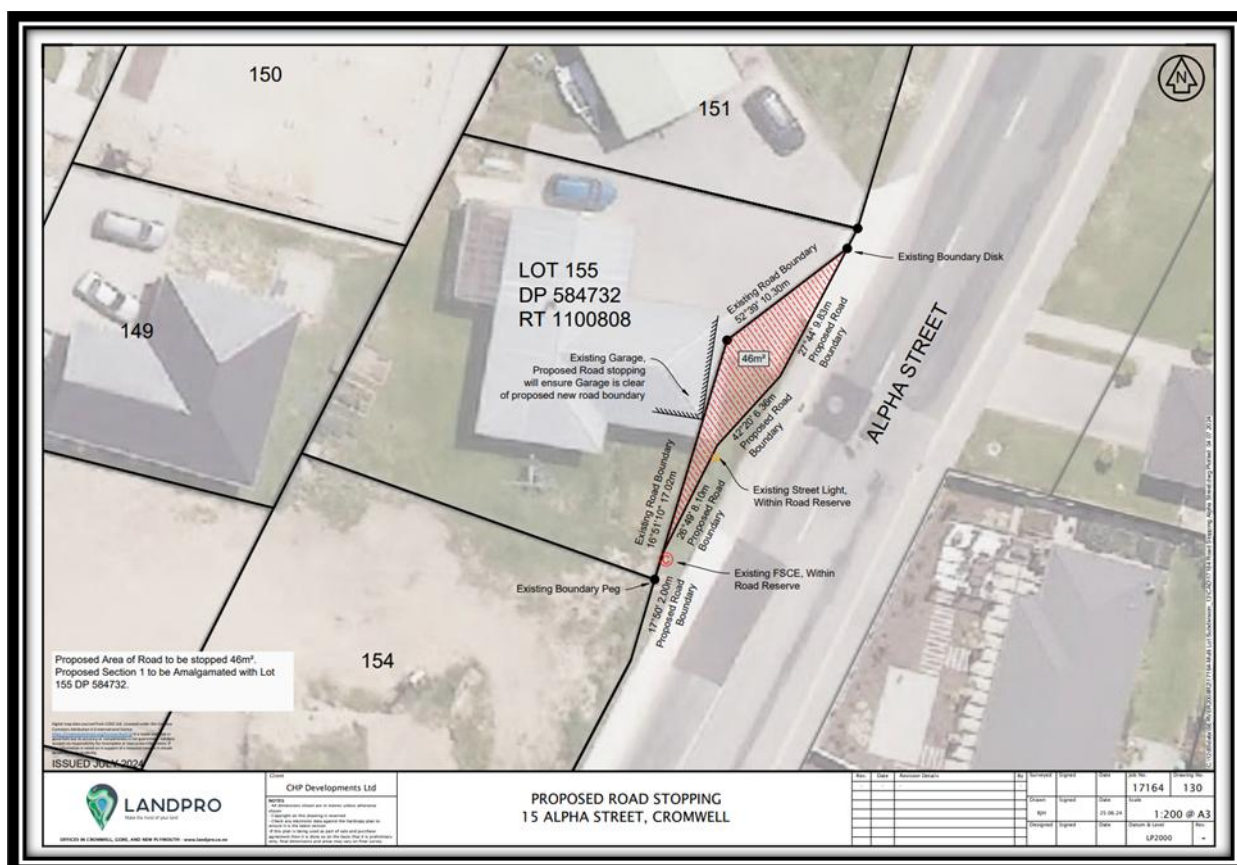


Figure 3

3. Discussion

Utility Networks & Provider Requirements

There is no utility network infrastructure located in the block of road that is to be stopped. All utilities currently on the road reserve will still be in the road reserve after completion of the road stopping.

Legislation and Policy

Council's Roading Policy determines the appropriate statutory procedure for stopping a legal road or any part thereof. The policy for selecting the correct statutory process is outlined in section 8.5 of Council's Roading Policy. The options are as follow:

*The **Local Government Act 1974** road stopping procedure shall be adopted of one or more of the following circumstances shall apply:*

- Where the full width of road is proposed to be stopped and public access will be removed as a result of the road being stopped; or*
- The road stopping could injuriously affect or have a negative or adverse impact on any other property; or*
- The road stopping has, in the judgement of the Council, the potential to be controversial; or*
- If there is any doubt or uncertainty as to which procedure should be used to stop the road.*

The Local Government Act process requires public notification of the proposal. This involves erecting signs at each end of the road to be stopped, sending letters to adjoining owners/occupiers and at least two

public notices a week apart in the local newspaper. Members of the public have 40 days in which to object.

*The **Public Works Act 1981** road stopping procedure may be adopted when the following circumstances apply*

- a. Where the proposal is that a part of the road width be stopped and a width of road which provides public access will remain.*
- b. Where no other person, including the public generally, are considered by the Council in its judgement to be adversely affected by the proposed road stopping.*
- c. Where other reasonable access will be provided to replace the access previously provided by the stopped road (i.e. by the construction of a new road).*

It is proposed that Public Works Act 1981 procedures be adopted for this application for the following reasons:

- The proposal is to stop part of the road width only.
- Public access will not be adversely affected.

The Public Works Act 1981 further provides for legal road to be stopped, sold, and amalgamated with an adjacent title.

In this instance the stopped road will be amalgamated with the land contained in Record of Title 1100808.

Evaluation of Application

An evaluation of the proposal to stop a portion of the Road is shown in the table below.

Item	Criteria to be considered	Evaluation
District Plan	Has the road been identified in the District Plan for any specific use or as a future road corridor?	No part of the Road identified for any specific purpose or as a future road corridor.
Current Level of Use	Is the road used by members of the public for any reasons?	This section of the road reserve is not used by members of the public for any reason.
	Does it provide the only or most convenient means of access to any existing lots?	No, all existing lots adjacent to the Road have existing legal access to Alpha Street.
	Will stopping the road adversely affect the viability of any commercial activity or operation?	No, the road stopping will not adversely affect the viability of any commercial activity or operation.
	Will any land become landlocked if the road is stopped?	No
Future Use	Will the road be needed to service future residential, commercial, industrial, or agricultural developments?"	No

	Will the road be needed in the future to connect existing roads?	No
Non-traffic Uses	Does the road have current or potential value for amenity functions, e.g., walkway, cycleway, recreational access, access to conservation or heritage areas, park land?	The Road does not provide access to any recreational area, conservation land, or to a heritage area.
	Does the road have potential to be utilised by the Council for any other public work either now or potentially in the future?	The Road does not have potential to be used for public work.
	Does the road have significant landscape amenity value?	The Road does not have any significant landscape amenity value.
Access to Waterbody	Does the road provide access to a river, stream, lake or other waterbody?	The Road does not provide access to any type of waterbody.
	If so, there is a need to consider Section 345 of the Local Government Act, which requires that after stopping the land be vested in Council as an esplanade reserve	N/A (refer above)
Infrastructure	Does the road currently contain any services or other infrastructure, such as electricity, telecommunications, irrigation, or other private infrastructure?	Yes, but these will remain in the road reserve after road stopping is completed.
	Can the existing services or infrastructure be protected by easements?	Not required.
Traffic Safety	Does the use of motor vehicles on the road constitute a danger or hazard?	There is no danger or hazard associated with using a motor vehicle on the Road.

4. Financial Considerations

Council's Roading Policy determines that the applicant is responsible for all costs and expenses associated with the road stopping and that the applicant will pay the value of the

road reserve land to be taken, which is to be determined by an independent registered valuation.

5. Options

Option 1 – (Recommended)

Recommends to Council to approve the proposal to stop part of the formed legal road, as shown in Figure “3” (the Plan), in accordance with the provisions of the Public Works Act 1981, subject to:

- The proposed section marked in red on the plan as shown in Figure 3 of the report being stopped and amalgamated with Record of Title 1100808.
- The stopping and legislation being approved by the Minister of Lands.
- The final survey plan being approved by the Chief Executive.
- The owner of 15 Alpha Street pays all the cost in relation to the road stopping.
- The owner of 15 Alpha Street pays the value of the road reserve land to be taken, which is to be determined by an independent registered valuation.

Advantages:

- All costs associated with the stopping will be paid by the owner of 15 Alpha Street.
The income received from the road stopping will be used to address other public roading issues.

Disadvantages:

- None

Option 2

Recommends to Council to not approve the proposal to stop part of the formed legal road, as shown in Figure “3” (the Plan), in accordance with the provisions of the Public Works Act 1981.
Advantages:

- None

Disadvantages:

- No income is received from the requested road stopping.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the economic wellbeing of the community by generating income from the disposal of land that is held, (but not required) for roading purposes, and where it has limited other use.
Decision consistent with other Council plans and policies? Such	Council’s Road Stopping Policy applies to this application.

as the District Plan, Economic Development Strategy etc.	Consideration of this policy has ensured that the appropriate statutory process, being to stop part of the road in accordance with the provisions of Public Works Act 1981, has been adopted.
Considerations as to sustainability, the environment and climate change impacts	No sustainability, environmental or climate change impacts are related to the decision to stop this part of formed road.
Risks Analysis	No risks to Council are 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. Notice of the completed road stopping will be published in the New Zealand Gazette.

7. Next Steps

The following steps have been/will be taken to implement the stopping:

- Community Board approval
- Council approval
- Survey and LINZ Accredited Supplier engaged
- Survey Plan approved
- Gazette notices published
- Valuation and Sale of land completed

8. Attachments

Nil

25.5.4 WOMEN'S WEDNESDAYS 10-WEEK SWIM PROGRAMME OVERVIEW AND FUNDING

Doc ID: 2521197

Report Author:	Carly Lipinski, Aquatics Manager
Reviewed and authorised by:	David Scoones, Group Manager - Community Experience

1. Purpose

To give an update on the Women's Swim programme.

Recommendations

That the report be received.

2. Discussion

Staff will give a presentation on the Women's Swim programme.

3. Attachments

Nil

25.5.5 GAIR AVENUE TREES

Doc ID: 2404158

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

1. Purpose of Report

To consider undertaking community consultation on the proposal to remove all trees from along Gair Avenue in Cromwell due to the damage the roots are starting cause to surrounding infrastructure.

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Authorises that the Cromwell Community is consulted, in line with Councils Tree Policy, on the proposal to remove approximately 70 *Platanus x hispanica* (Plane Trees) from Gair Avenue Cromwell.
- C. Agrees that the Cromwell Community Board consider all submissions received.
- D. Agrees that following the hearing of submissions a further report is presented to the Cromwell Community Board detailing any decision that is made from the submissions and how that would be implemented including any funding implications.
- E. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

2. Background

At its December 2018 meeting the Cromwell Community Board (the Board) received a report seeking direction from the Board on the future of these trees following requests and a petition from neighbouring residences on the effects the trees were having on their property and the adjacent road and footpath. This report is attached as **Appendix 1**.

At that meeting the Board resolved the following.

- A. *Recommended that the report be received and the level of significance accepted.*
- B. *Approve to remove only selected trees causing issues to infrastructure and crown lift remaining trees*
- C. *Agree that the residents be advised of this decision*

Both sides of Gair Avenue in Cromwell are lined with approximately 70 *Platanus x hispanica* (London plane) trees. Collectively they provide significant visual and ecological street amenity.

While these trees are currently in good condition and are maturing they are developing extensive root systems, which are proving unsuitable for their current location. Given their size and the limited root space available, relocation is not a viable option.

The trees are beginning to cause damage to infrastructure, including footpaths, curb and channel, and adjoining property fences. Unfortunately, no amount of root pruning or management can completely mitigate these issues. As a result, removing all these trees is under consideration.

3. Discussion

Following the Boards 2018 resolution work was carried out in 2019 which saw some trees being removed and root guard installed where possible on others. As the trees were already well established only the surface roots were able to be intercepted by the root guard.

Councils roading Team have undertaken an in-depth survey of Gair avenue and have identified that some of the remaining trees are causing damage to Council assets particularly the footpath

Service requests have continued to be received by Council regarding issues from the trees to neighbouring properties. These have centred around damage to private assets – roots lifting accessways, wall foundations, private water/wastewater laterals.

The below link shows photos and comments of some of the damage to Council infrastructure.

<https://codc.magiccloud.com/Documents/docs/~S?DocumentId=1961976&Login=True>

Modern Street tree planting techniques involves the installation of tree pits which act to direct roots down into the soil profile rather than allowing them to fan out at ground level causing the damage evident in Gair Avenue. The trees are approximately 40 years old.

For any future replanting the use of root guards would be essential.

Councils Tree Policy should be followed regarding the potential removal of the Gair Avenue trees given there is a significant number proposed to be removed.

Councils Tree Policy states – Tree Removals.

The benefits of trees must be sustained for future generations. Tree removal is therefore a last resort option. The removal of trees is subject to the replacement requirements of Section 5.0 of this Policy. (Note this requires 2 trees to be planted for every 1 tree removed – not necessarily in the same location)

4.1 Allow removal of trees in a state of irreversible decline, that are dead and/ or which are structurally unsound, as determined by a CODC arborist, where they pose an unacceptable risk to the public or property.

4.2 Allow removal of trees that pose an unacceptable safety risk to the public or property that cannot be mitigated through pruning or other engineering solutions.

4.3 Consider tree removal where the tree is causing, or likely to cause, significant damage to buildings, services or property (both public or privately owned), and the damage cannot be reasonably rectified or mitigated except by removing the tree.

4.4 Consider removal of trees that are impeding consented legal access only when all other alternatives have been explored and are not viable.

4.5 Approve tree removal to carry out repairs or replace underground infrastructure only where all available alternatives have been explored and are not viable.

4.6 Consider tree removal for public works only where all available alternatives have been explored and are not viable.

4.8 Allow tree removal in emergency situations where the removal is absolutely necessary for immediate access to critical infrastructure. This will only be undertaken where failure to access critical infrastructure will lead to an unacceptable risk to public health, significant property damage or harm to personnel.

4.11 Prohibit tree removals for the following reasons:

- ☐ *To minimise obstruction of views.*
- ☐ *To minimise obstruction of commercial or advertising signage.*
- ☐ *To reduce leaf or fruit litter, blossom, bird droppings and other debris.*
- ☐ *To reduce shading.*
- ☐ *For contributing to allergenic or irritant responses unless approved under section*

4.13 Avoid tree removal, other than in exceptional circumstances, where the CODC arborist has assessed the tree as being unsuitable for its location due to species type.

4.15 Require planting and establishment of replacement trees prior to the removal of the existing tree(s) where possible, particularly where a significant tree(s) is proposed to be removed.

4.16 Undertake public consultation where a significant tree(s) is proposed to be removed.

4.17 Require all tree removals to be undertaken by a suitably qualified arborist or appropriately skilled contractor.

4.18 Ensure that the costs associated with the removal of trees are met by the Applicant.

4.19 Require financial compensation for the loss or removal of trees where they are not able to be replaced in accordance with the policies in Section 5.0. Payment is required prior to the removal of the tree. Note: The Royal New Zealand Institute of Horticulture's (RNZIH) Standard Tree Evaluation Method (STEM) shall be used as the standard for identifying the required financial compensation, or any such tree evaluation methodology such as I Tree that CODC adopts in the future.

Councils Tree Policy 4.16 above requires consultation, given these trees contribute to a significant street scape within Cromwell it would be pertinent to consult widely on the proposal to remove them.

4. Financial Considerations

Since 2018, Council's roading team has spent approximately \$57,000 on footpath repairs along Gair Avenue to address ongoing trip hazards caused by tree root damage.

A full inspection of the footpaths on both sides of Gair Avenue was completed in October 2024. This identified around 685 square metres of further repair work needed, with an estimated cost of \$175,000. This estimate covers footpath repairs only and does not include associated costs such as kerb and channel repairs or traffic management, which would increase the total cost further.

Historically, footpath repairs in this area last only about four years before tree roots begin to cause damage again. Without tree removal, ongoing maintenance costs are expected to remain high, with a continued challenge in balancing pedestrian safety and the long-term condition of the footpath.

To remove all trees including grinding the stumps along Gair avenue would cost approximately \$65,000.

Replanting ideally would include irrigation for tree establishment but given that the area has multiple driveway and there would be large dead roots under the ground this is would be a challenging option to achieve.

Replanting with a more suitable species using root guards and not as many trees lining the street would over time re-establish some amenity. Watering would be undertaken by hand for the first few years until the trees were established.

Replanting costs including roots guards would be approximately \$50,000.

No budget has been allocated in the 2025/34 Long Term Plan. Should the public consultation process lead to the removal of trees budget will need to be included in the next Annual Plan.

5. Options

Option 1 – (Recommended)

The Cromwell Community is consulted on the proposal to remove approximately 70 Platanus x hispanica (Plane Trees) from Gair Avenue Cromwell.

Advantages:

- The Board review feedback from the whole community on the proposal

Disadvantages:

- The issues caused by the trees is not dealt with immediately

Option 2

The Cromwell Community is not consulted, on the proposal to remove approximately 70 Platanus x hispanica (Plane Trees) from Gair Avenue Cromwell.

Advantages:

- The damage caused by trees could be mitigated at an earlier time

Disadvantages:

- There is not budget allocated to undertake this work in current Long-Term Plan

- Public do not get their chance to provide feedback
- Council Tree Policy processes are not being followed

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 opportunity for the community to provide feedback on the proposal.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Councils Tree Policy
Considerations as to sustainability, the environment and climate change impacts	This will impact on the environment through the removal of semi mature trees. Significant shading provided by these trees would be removed.
Risks Analysis	Moderate risk in this decision.
Significance, Consultation and Engagement (internal and external)	Consultation is being recommended before any decisions are finalised.

7. Next Steps

Consultation plan will be developed, and community consultation will begin.

8. Attachments

Appendix 1 - Gair Ave Tree Maintenance Options [↓](#)



**Cromwell Community Board
4 December 2018**

Report for Decision

Gair Avenue Tree Maintenance Options (COM 07-10-006)

Purpose of Report

To seek direction from the Cromwell Community Board on the future of the trees along Gair Avenue, Cromwell.

Executive Summary

For some time Council staff have been receiving regular requests from residents along Gair Avenue regarding problems caused by the trees located on the street outside their properties.

Recommendations

- A. **Recommended** that the report be received and the level of significance accepted.
 - B. **Approve** to remove only selected trees causing issues to infrastructure and crown lift remaining trees
 - C. **Agree** that the residents be advised of this decision
-

Background

There are 87 London plane trees (*Platanus hispanica syn acerifolia*) on Gair Avenue that were planted circa 1984. Gair Ave is a completely tree lined avenue and is one of the few complete avenue plantings in Cromwell.

Council has received a petition, plus a steady stream of complaints and concerns from neighbouring residents regarding the trees. Principle concerns raised have been the roots damaging the footpath, guttering and residents' driveways and leaves littering the street and yards.

Options

Option 1

Remove all trees including their stumps and do not replant any.

Advantages:

- Issues with roots will be eradicated
- Some residents would approve

Report Author: Parks and Recreation Manager

Disadvantages:

- Significant cost - \$30,000
- Healthy trees removed
- Significant avenue of trees removed resulting in a significant loss of amenity
- Some residents may not approve

Option 2

Remove all trees, including stumps, and replant trees with a more appropriate species

Advantages:

- Issues with roots will be eradicated
- Plant trees of a species that won't cause root issues in the future
- Some residents would approve

Disadvantages:

- Significant cost - \$50,000 including irrigation and replanting trees of a more appropriate species
- New trees would take many years to establish, resulting in a loss of amenity during that time

Option 3

Remove only selected trees causing issues to the infrastructure and crown lift remaining trees

Advantages:

- Keep tree avenue effect
- Only trees causing issues are removed

Disadvantages:

- Unbudgeted cost - \$18,000
- Gaps created in tree avenue at random intervals

Option 4

Root prune trees affecting the infrastructure and install root guard, crown lift all trees

Advantages:

- Tree avenue is retained
- Roots are guided downwards to minimise any future root issues with infrastructure
- Trees are suitably maintained

Disadvantages:

- Root guard may only last 10 – 12 years so would not be a long term fix
- Unbudgeted cost - \$20,000

Report Author: Parks and Recreation Manager

Discussion

In August, Council received a petition from 17 property owners along Gair Ave. The petition was in response to the residents' concerns about the Gair Ave trees causing considerable damage to properties, road verges and footpaths. It urged the Council to investigate their concerns.

Council has had qualified arborists inspect all 87 trees. The arborists found that all trees are in good health and have vitality within the normal range for the species and age. Although healthy, the trees are not growing that fast and there appears to have been minimal pruning maintenance undertaken in the past. Any pruning seems limited to just crown lifting and clearance over the street and footpath.

The trunk diameter at breast height ranged between 14cm and 35cm, with the average being about 28cm. The distance from the centre of the trunk to the edge of the guttering on the south side (the even house numbers) was relatively consistent at 1.4 metres. On the north side (the odd house numbers), the distance was slightly closer at 1.2 metres. The trees appear to be centred in the grass verge along both sides of the street.

The average structural root zone (SRZ) for the trees is a radius of 95cm from the centre of the trunk. According to AS 4970 - 2009 Protection of Trees on Development Sites (which the New Zealand Arboricultural Association support and recommend), no works should take place within the SRZ. Based on that, there is enough room to replace the kerb and channelling and remain outside the SRZ.

Platanus are an incredible hardy species. They are a common street tree throughout the towns and cities of the world and it is not uncommon for them to be root pruned and sometimes to be root pruned several times in a single growing season. This is not ideal, but they seem to be able to survive this treatment.

Along the avenue driveways, sections of footpath and storm-water drainage have been installed and/or replaced within the SRZ of these trees, so these particular trees have been root pruned in the past and survived and flourished.

Risk Analysis

There is a quite a bit of research documenting cooling effects and benefits of tree lined streets for the local residents (shade and cooling in summer is desirable in Cromwell).

Removing the kerb and channelling and replacing it like-for-like would not seem to be a good long term solution as the trees would eventually compromise the construction again. Like-for-like would possibly give another 7 to 9 years, but by that stage, the trees would be bigger and the replacement may be problematic. If the below ground portion of the replacement was installed with a root barrier, then the time required before replacement could be extended.

Financial Implications

Council has a budget of \$16,000 for tree work in Cromwell. This budget is to cover all 2,000 plus park and street trees in the Cromwell area in terms of maintenance, both proactive and reactive.

Report Author: Parks and Recreation Manager

Council has already contributed towards a driveway reinstatement from this budget.
A crown lift of all trees above the road and footpath and to remove dead wood is estimated to cost \$4,000.

The above plus a crown reduction is estimated to cost \$12,000.

To remove all trees including the stumps to below ground level, and the soil surface ready to be seeded would cost approximately \$30,000 (at \$350 per tree).

To remove the trees and replant the avenue with something smaller would cost approximately \$25,000 (depending on tree stock and size), with an additional 5 year maintenance and watering programme to get the new trees established.

Local Government Act 2002 Purpose Provisions

Reserves are a core service Council provides to the community. Trees and other plantings are an integral part of an open space network.

Council Policies / Plans / Procedures

CODC Tree Policy, 2011

Long Term Plan, 2018/28.

Implementation Plan

As there is no budget allocation for arboriculture work on the trees along Gair Ave in the current financial year's budget, it is proposed that funding for the preferred option is considered as part of the 2019/20 annual plan process.

While not ideal for the residents, waiting another 8 - 12 months won't see a significant increase in damage being caused by the trees.

Consultation and Engagement

Residents along Gair Ave will be contacted and advised of the Board decision

Report Author:



Gordon Bailey

Parks and Recreation Manager

13/11/2018

Reviewed and Authorised by:



Louise Van der Voort

Executive Manager - Planning and Environment

16/11/2018

Report Author: Parks and Recreation Manager

25.5.6 INTERIM CROMWELL FINANCIAL REPORT FOR THE PERIOD ENDING 30 JUNE 2025

Doc ID: 2513080

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 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 ended 30 June 2025 shows an unfavourable variance of (\$541k) against the revised budget.

2024/25 Full Year Annual Plan \$000	AS AT 30 JUNE 2025				2024/25 Full Year Revised Budget \$000
		YTD Actual \$000	YTD Revised Budget \$000	YTD Variance \$000	
	Income:				
1,394	Internal Interest Revenue	1,652	1,422	230	1,422
-	Land Sale Proceeds	2,486	4,380	(1,894)	4,380
615	User Fees & Other	803	635	168	635
-	Reserves Contributions	169	79	90	79
2,500	Grants & subsidies	2,113	2,500	(387)	2,500
3,956	Rates	3,957	3,956	1	3,956
8,465	Total Income	11,180	12,972	(1,792)	12,972
	Expenditure				
191	Rates Expense	190	209	19	209
272	Cost of Sale of Land	160	957	797	957
20	Professional Fees	351	607	256	607
1,246	Cost Allocations	1,281	1,248	(33)	1,248
229	Fuel & Energy	216	229	13	229
199	Grants	176	212	36	212
263	Other Costs	206	265	59	265
722	Contracts	690	752	62	752
262	Internal Interest Expense	229	262	33	262
127	Building Repairs and Mtce.	140	126	(14)	126
818	Staff	925	862	(63)	862

39	Members Remuneration	40	39	(1)	●	39
810	Depreciation	723	810	87	●	810
5,198	Total Expenses	5,327	6,578	1,251	●	6,578
3,267	Operating Surplus / (Deficit)	5,853	6,394	(541)	●	6,394

This table has rounding (+/- 1)

Income for period ending 30 June 2025

Operating income reflects an unfavourable variance to the revised budget of (\$1,792k).

- User fees and other has a favourable variance of \$168k. The favourable variance is being driven by the timing of rentals and hires of \$23k, other miscellaneous income of \$25k and Cromwell pool and swim school of \$117k.
- Internal interest revenue has a favourable variance of \$230k. Interest revenue is higher than budget due to surplus reserve balances.
- Land sale Proceeds has an unfavourable variance of (\$1,894k). This is due to land sales at Cemetery road, as at June 2025 there were four sections for sale, one of which was settled in July 2025.
- Reserves contributions has a favourable variance of \$90k. These are difficult to gauge as they rely on developers.
- Grants and subsidies has an unfavourable variance (\$387k). Year to date \$1.7M of external grant funding has been received for the Cromwell Memorial Hall from the Central Lakes Trust and \$350k from New Zealand Lotteries.

2024/25 Full Year Annual Plan \$000	User Fees and Other Income	YTD			2024/25 Full Year Revised Budget \$000
		YTD	YTD	YTD	
		Actual	Revised Budget	Variance	
		\$000	\$000	\$000	
7	Other Misc Income	42	17	25	●
273	Rentals & Hires	302	279	23	●
315	Cromwell Pool / Swim School	436	319	117	●
20	Cemeteries	24	21	3	●
615	Total User Fees Income	804	636	168	635

This table has rounding (+/- 1)

Expenditure for period ending 30 June 2025

Expenditure has an overall unfavourable (\$541k) variance against the revised budget.

- Cost of Sale of Land has a favourable variance of \$797k. The cost of sale of land follows the sale of land developed and sold by the Council. Current expenditure relates to the land sales at Cemetery Road. Gair Ave development has started and is expected to be completed by the end of 2025.
- Professional fees have a favourable variance of \$256k. This relates to the timing of the Cromwell Town Centre business case work and Cromwell Memorial Hall being carried out.
- Contracts have a favourable variance of \$62k. These expenses are needs-based, and they will vary against budget from time to time. The contract variance is mainly driven by timing of work carried out for planned maintenance work at Cromwell Town Centre \$26k and Cromwell reserve maintenance of \$11k, Cromwell Pool of \$10k, and Sports Pavilions of \$7k. Security improvements at the Cromwell sports pavilion (changing

facility at Anderson park) were completed in June.

- Staff has an unfavourable variance of (\$63k). This is predominately due to the Cromwell pool swim school salary. This is offset by increased swim school income.
- Depreciation has a favorable variance of \$87k. This is due to the timing of the depreciation being run and will likely increase as end of financial year journals are completed.

Capital Expenditure

Capital expenditure (CAPEX) for the period ending 30 June 2025 has a year-to-date favourable variance of \$1.991M. The actual CAPEX spent to date is 92% of the total revised budget.

2024/25 Full Year Annual Plan \$000	AS AT 30 JUNE 2025				2024/25 Full Year Revised Budget \$000
		YTD Actual \$000	YTD Revised Budget \$000	YTD Variance \$000	
	Parks and Reserves:				
45	Cromwell Reserves - Playground equipment	114	130	16	130
82	Cromwell Reserves - Irrigation	78	82	4	82
72	Cromwell Reserves - Landscaping	84	72	(12)	72
22	Cromwell Reserves - Fencing & Bins	10	17	7	17
134	Cromwell Reserves - BMX Park	119	134	15	134
5	Cromwell - Fencing	-	5	5	5
12	Cromwell Lighting	14	14	-	14
31	Cromwell Cemetery	25	38	13	38
128	Anderson Park - Landscaping	25	128	103	128
57	Anderson Park - Irrigation & Bins	55	57	2	57
8	Bannockburn Recreation Reserve	10	10	0	10
596	Total Parks & Reserves	534	687	153	687
	Cromwell Swimming Pool:				
172	Building upgrades	118	175	57	175
11	Machinery & Plant	53	54	1	54
20	Recreation equipment / furniture & fittings	15	20	5	20
203	Total Cromwell Swimming Pool	186	249	63	249
	Property:				
11	Cromwell Town Centre	3	11	8	11
24,461	Cromwell Memorial Hall	22,342	24,109	1,767	24,109
24,472	Total Property	22,345	24,120	1,775	24,120
25,272	Total Capital Expenditure	23,065	25,056	1,991	25,056

This table has rounding (+/- 1)

Parks and Reserves has an overall favourable variance of \$153k

- Cromwell Reserves - Neplusultra reserve tree removal and Tarras tennis court replacement projects have been completed. Irrigation projects are underway and being carried out when required.
- Anderson Park – tennis court surface rejuvenation programme and irrigation sprinkler replacements have been completed. Work is being carried out on sport courts maintenance and gardens bed replacement.

Cromwell swimming pool has an overall favourable variance of \$63k

- Pool projects are progressing with the following projects being completed: Light

replacement, gym change room painting, asbestos testing of building, pool vacuum, changing room floor and washing machine replacements.

- Projects in progress include pool roof and replacement of gutters and roof pillars cap cladding. Unspent budget will be carried forward to 2025/26 to complete these projects.

Property has an overall favourable variance of \$1.775M

- Cromwell Memorial Hall has a favourable variance of \$1.76M. The Cromwell Memorial Hall is under construction and managing within budget. Any unspent budget will be carried forward into 2025/26.

Reserve Funds table for Cromwell Ward

- As at 30 June 2024 the Cromwell Ward has an audited closing reserve funds balance of \$25.23M. 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 have been prepared to give an estimated 30 June 2025 balance of \$12.17M.
- A significant portion of this reserve fund balance has been allocated to the Cromwell Memorial Hall project. This includes the property general Cromwell, endowment land Cromwell and industrial estate Cromwell reserves.

3. Attachments

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

Audited 2023/24 Annual Report					Forecast 1 including Carry-Forwards FY2024/25 *		AP 2024/25 Closing balance
CROMWELL RESERVES	Opening Balance	Transfers In	Transfers Out	Closing Balance	In/Out	Closing Balance	
	A	B	C	D = A + B - C	E	F = D + E	
Cromwell Recreation and Culture Charge							
3412 - Bannockburn Community Centre	(269,760)	-	(7,974)	(277,734)	277,734	-	(269,755)
3414 - Cromwell Memorial Hall	(2,492,548)	5,018,264	(2,525,716)	-	(2,112)	(2,112)	(748)
3416 - Cromwell Sports Pavilions	85,763	37,736	-	123,499	(22,630)	100,869	96,719
3417 - Tarras Community Centre	61,887	5,098	-	66,984	9,636	76,620	66,046
3419 - Cromwell Resource Centre Building	(22,868)	17,685	-	(5,183)	12,181	6,998	(5,027)
3463 - Cromwell Reserves	-	942,841	-	942,841	(1,323,910)	(381,069)	(34,992)
3491 - Cromwell Pool	(1,103,100)	122,424	-	(980,676)	83,347	(897,329)	(1,034,143)
3418 - Cromwell Museum	-	1,971	-	1,971	1,123	3,093	1,570
3461 - Anderson Park	28,147	1,536	(48,436)	(18,754)	239,348	220,594	(210,537)
	(3,712,479)	6,147,553	(2,582,126)	(147,053)	(725,283)	(872,336)	(1,390,867)
Cromwell Ward Services Rate							
3111 - Cromwell General Revenues	5,950,983	426,490	(307,397)	6,070,075	377,768	6,447,843	6,046,995
3351 - Property General Cromwell	4,257,752	242,640	(205,143)	4,295,250	1,023,827	5,319,077	2,121,889
3352 - Endowment Land Cromwell	12,306,356	671,363	(5,046,088)	7,931,631	(6,877,276)	1,054,355	(3,641,380)
3361 - Industrial Estate Cromwell	6,763,888	368,998	(78,162)	7,054,725	(6,376,927)	677,798	246,606
3431 - Cromwell Community Grants	-	23,036	(9,133)	13,904	(13,209)	695	(23,375)
3451 - Bannockburn Recreation Reserve Committ	7,042	384	-	7,427	(7,846)	(419)	(848)
3760 - Cromwell Master Plan	(806,505)	-	(42,935)	(849,440)	(83,572)	(933,012)	(863,021)
3757 - Cromwell Town Centre	(1,512,856)	-	(699,533)	(2,212,389)	(495,235)	(2,707,624)	(2,742,052)
	26,966,535	1,733,044	(6,388,397)	22,311,182	(12,452,469)	9,858,713	1,144,813
Cromwell Promotion Charge							
3033 - Crom Promotions	-	851	(851)	-	1	1	(2,249)
	-	851	(851)	-	1	1	(2,249)
Cromwell Ward Services Charge							
3831 - Cromwell Cemetery	-	37,995	-	37,995	(29,883)	8,112	3,352
3832 - Nevis Cemetery	1,614	115	-	1,729	87	1,816	2,139
3341 - Forestry Cromwell	-	-	(24,514)	(24,514)	(4,082)	(28,596)	(29,325)
3211 - Elected Members - Cromwell	-	21,272	(851)	20,421	175	20,596	3,883
	1,614	59,382	(25,365)	35,631	(33,703)	1,928	(19,951)
Cromwell Ward Specific Reserves							
3120 - Cromwell Athenaeum Trust	89,173	4,865	-	94,038	4,702	98,740	93,632
3122 - CO Sports Turf Trust	29,559	3,648	-	33,207	1,661	34,868	31,037
3125 - Cromwell Bowling Club fund	14,408	786	-	15,194	760	15,954	15,128
3135 - Cromwell Golf Club fund	25,614	7,211	(10,000)	22,825	1,141	23,966	26,895
3139 - Cromwell Land Endowment fund	239,961	13,091	-	253,052	12,652	265,704	251,959
3150 - Cromwell Speedway Club Fund	7,252	396	-	7,647	383	8,030	7,614
3151 - Cromwell Sports Club Fund	71,170	5,790	-	76,960	3,848	80,808	74,728
3153 - Cromwell Squash Club Fund	4,684	256	-	4,939	247	5,186	4,918
3157 - Cromwell Vintage Car Club Fund	6,455	1,844	-	8,299	415	8,714	6,778
3353 - Medical Centre Cromwell	(126)	133	(7)	-	-	-	-
	488,150	38,019	(10,007)	516,162	25,808	541,970	512,689
Cromwell Ward Development Fund							
3146 - Cromwell Reserves Contribution	2,290,681	229,656	(1,811)	2,518,526	125,926	2,644,452	2,486,565
	2,290,681	229,656	(1,811)	2,518,526	125,926	2,644,452	2,486,565
Total Reserves Surplus/(Deficit)	26,034,626	8,207,522	(9,007,700)	25,234,448	(13,059,721)	12,174,727	2,731,000

* 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

25.5.7 MAYOR'S REPORT

Doc ID: 2015427

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

25.5.8 CHAIR'S REPORT

Doc ID: 2015630

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

25.5.9 MEMBERS' REPORTS

Doc ID: 2016133

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

25.5.10 AUGUST 2025 GOVERNANCE REPORT

Doc ID: 2016466

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

CAPEX Reporting

- Memorial Hall (see Appendix 1)

Gair Ave Update

Engineering approval was granted on 14 July. The bulk earthworks are mostly complete except for some minor works and civil works for Stages 1A and 1B will commence on site the week of 4 August.

A Request for Proposals (RFP) was issued on 27 July to seven developers who submitted a Registration of Interest for the purchase of the development land. The submission period will close on 15 August. One developer has since withdrawn, leaving six active respondents who will present their proposals to the evaluation team at the beginning of September.

Status Updates

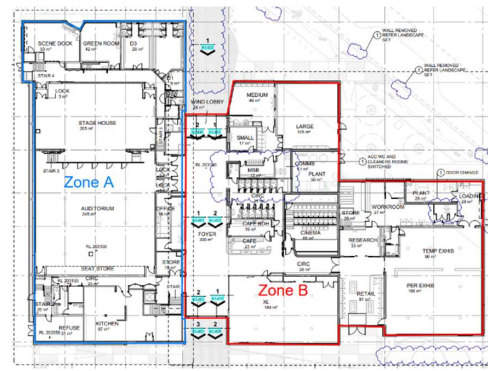
Status reports from previous meetings have been updated with any actions since the last meeting (see Appendix 2).

3. Attachments

Appendix 1 - Capex Report for end of June [↗](#)

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: Bex Winders
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 12 (June 2025)		Next Steps - July	
Health & Safety <ol style="list-style-type: none"> 1. Incorrect use of tools damaged skylight. Damage was reported immediately, steps in place to mitigate reoccurrence and Naylor Love (NL) to rectify. 2. Lifting failure during window installation. Crack to glass, however exclusion zone worked, and no time delays expected. 3. 2 minor EWP incidents causing very minor issues (small damage to sprinkler dropped pipe) 4. No Lost Time Injury's (LTI's) to date External Funding <ol style="list-style-type: none"> 1. OCT funding application still ongoing Combined approved funds from Lottery Environment & Heritage funding, Lottery Community Facilities funding and CLT totalling \$1.45M to be allocated to the Museum fitout.		Design <ol style="list-style-type: none"> 1. Museum Fitout design, FF&E, Cultural Elements workstreams continue 2. NL reviews of rigging system, cinema, AV, joinery, retractable seating etc. External Funding <ol style="list-style-type: none"> 1. Submission to OCT ongoing Construction <ol style="list-style-type: none"> 1. Completion of external and internal framing to Zone A 2. Auditorium ceiling gib fixing and stopping underway (Zone A) 3. Continuation of services first fix in Zone B 4. Completion of curtain walling in Zone B 5. Continuation of first fix services in Zone A 6. Completion of services first fix in Zone B 	
Design <ol style="list-style-type: none"> 1. Early engagement means NL can undertake base build work for Museum fitout while easily accessible and can be incorporated into current timeline. 2. Jasmax and StoryInc working through design concepts. 3. FF&E scope is being reviewed from an operational perspective. 4. Cultural Elements schedule has been issued by Jasmax, capturing scope and target dates. Naylor Love (NL) reviewing what is applicable. Construction <ol style="list-style-type: none"> 1. Despite weather delays many external wall elements and Thermosash windows are complete. 2. Roof is on! 3. Zone B fitout progressing well. 4. MSB and plant rooms are progressing slightly ahead of schedule. 5. Critical path includes the auditorium, working from the top down. 			

Cromwell Memorial Hall Project

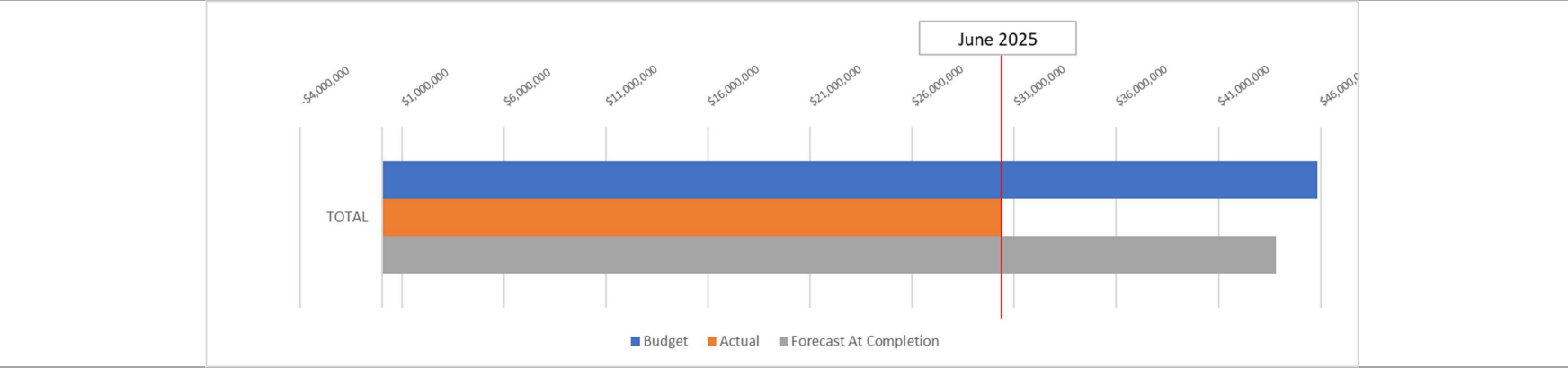
Stakeholder Engagement

- 1. TnC work has been completed – coordination with access is ongoing

Project Health

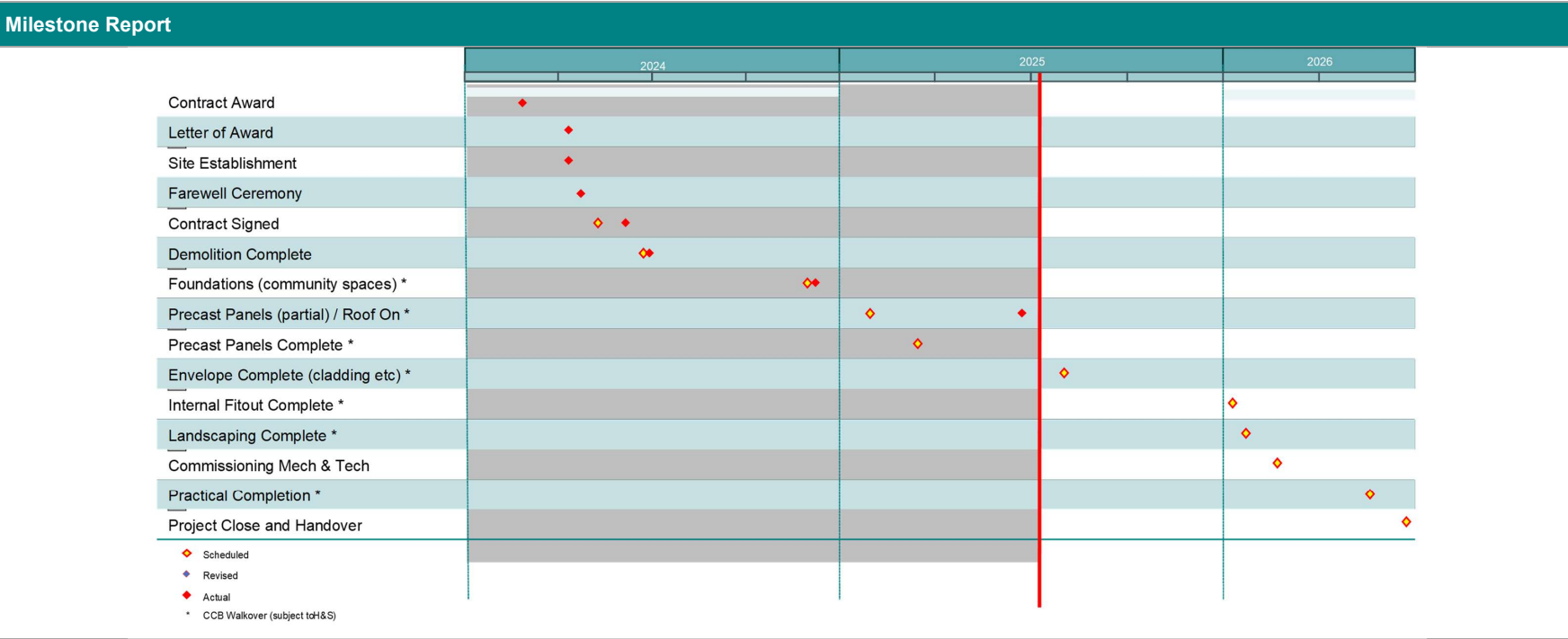
Flag	Previous Status	Current Status	Status Description
Overall Status	G	G	Construction phase of the project has commenced after a robust procurement and governance financial prudence process, providing resolutions on 28-Feb to proceed into construction by awarding the contract to Naylor Love
Finances	A	A	Project funding of \$45.8M approved at 28-Feb-24 Council Meeting Variation to date is \$2,071,982 – variations continue to be monitor carefully \$1.6M being sought for museum fitout (\$1.45M secured to date)
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

Budget



Cromwell Memorial Hall Project

Project Risk Analysis – Key Rated Risks		
Flag	Risk Name	Status Comments
G	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
A	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



Cromwell Memorial Hall Project

Special Addendum | Progress

First photo shows the roof in place; second photo shows the cladding as external scaffolding slowly gets removed.



Cromwell Memorial Hall Project



Back stage, extensive framework.

Status Updates		Committee: Cromwell Community Board			
Meeting	Report Title	Resolution No	Resolution	Officer	Status
17/06/2025	Proposed New Lease to Cromwell Bike Park Incorporated on Neplusultra Recreation Reserve	25.4.4	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Recommends to Council to grant a lease to Cromwell Bike Park Incorporated on leased areas indicated on Figure 1 of the report of the Neplusultra Recreation Reserve, being part of Lot 2 Deposit Plan 17280 on the following terms and conditions:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Commencement 1 July 2023 <input type="checkbox"/> Term Fifteen (15) years <input type="checkbox"/> Right of Renewal One (1) right of renewal for another Fifteen (15) years <input type="checkbox"/> Rental \$1 per annum if demanded <input type="checkbox"/> Rent review frequency No rent review frequency <input type="checkbox"/> Outgoings 100% <input type="checkbox"/> Final Expiry Date 30 June 2053 <input type="checkbox"/> Cancellation Clause Five (5) years advanced notice of cancellation <p>C. Authorises the Chief Executive to all that is necessary to give effect to the resolution.</p>	Statutory Property Team Leader	<p>21 Jul 2025 Matter to be ratified by Council on 30 July 2025. MATTER CLOSED 21 Jul 2025 Action memo sent to report writer.</p>
6/05/2025	Proposal to Approve a New Lease with Central Speedway Club Cromwell Incorporated	25.3.9	<p>That the Cromwell Community Board recommend:</p> <p>That the report is left to lie on the table to allow the board to be provided with updated financials, from the group to ascertain what, if any rebate might be applicable.</p>	Statutory Property Team Leader	<p>29 Jul 2025 Matter to be ratified by Council on 30 July 2025. MATTER CLOSED 26 May 2025 A follow up report, including all financials requested will be submitted to the Board on 17 June 2025. 12 May 2025</p>

					Cromwell Community Board minutes for this item sent to Speedway Club with request for them to submit their financial statements of last 5 financial years. 09 May 2025 Action memo sent to report writer.
17/06/2025	Land Investment Strategy	25.4.5	That the Cromwell Community Board A. Receives the report and accepts the level of significance. B. Notes the suggested changes on the final draft of the land investment strategy. C. Approves the strategy and recommends to Council they adopt the land investment strategy. D. Recommends to Council that the strategy be reviewed after 12 months and subsequently on a three-year cycle.	Group Manager - Governance and Business Services	29 Jul 2025 Land Strategy Paper to be presented to Council meeting 30 July 2025. MATTER CLOSED 04 Jul 2025 Action Memo sent to Report Writer
7/05/2024	2023/24 Community and Promotions Grants Applications - 2nd Round	24.4.2	That the Cromwell Community Board: A. Receives the report and accepts the level of significance. 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.	Community Development Lead	11 Apr 2025 Work continuing, no further update. ON HOLD 26 Feb 2025

					<p>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 landowners 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 Action memo sent to staff.</p>
6/05/2025	Approve Draft Cromwell Racecourse Reserve Management Plan for Consultation	25.3.5	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>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</p>	Parks Officer - Planning and Strategy	<p>03 Jun 2025 Open for consultation 19 May - 14 July 2025.</p> <p>MATTER CLOSED</p> <p>09 May 2025 Action memo sent to report writer.</p>

			301554, Cromwell District, part Certificate of Title 64/76. C. Agrees that the Cromwell Community Board will hear submissions received on the draft Plan.		
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	29 Jul 2025 Speed Limit Consultation currently open. 10 Apr 2025 Feedback to be included into a Council report in the next few months. ON HOLD 31 Mar 2025 Action memo sent to report writer.
17/06/2025	Road Renaming and Naming Approval for Wooing Tree Development	25.4.3	That the Cromwell Community Board A. Receives the report and accepts the level of significance. B. Recommends to Council that Kawariki Court be renamed Plover Lane. C. Approves the unnamed road off Plover Court be named Kawariki Lane.	Roading Administration Assistant	29 Jul 2025 Ratification for Council Report to be presented 30 July 2025. MATTER CLOSED 04 Jul 2025 Action Memo sent to Report Writer
17/06/2025	Road Name Approval Report - Shannon Farm	25.4.2	That the Cromwell Community Board A. Receives the report and accepts the level of significance. B. Agrees that the roads be named Infinity Drive, Leyser Lane, Riggir Crescent, Malcolm Close Betsy Place, Fortune Place, Springcrest Court, Goldrich Place	Roading Administration Assistant	07 Jul 2025 Ratification for Council Report to be presented 30 July 2025. MATTER CLOSED 04 Jul 2025 Action Memo sent to Report Writer

10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 19 August 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
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
25.5.11 - August 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
