



AGENDA

Ordinary Council Meeting Wednesday, 29 October 2025

Date: Wednesday, 29 October 2025

Time: 12.30 pm

**Location: Ngā Hau e Whā, William Fraser Building,
1 Dunorling Street, Alexandra**

(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 Council Meeting will be held in Ngā Hau e Whā, William Fraser Building, 1 Dunorling Street, Alexandra and live streamed via Microsoft Teams on Wednesday, 29 October 2025 at 12.30 pm. The link to the live stream will be available on the Central Otago District Council's website.

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Members Her Worship the Mayor T Alley (Chairperson), Cr S Browne, Cr S Duncan, Cr C Laws, Cr N McLean, Cr M McPherson, Cr C Pannett, Cr T Paterson, Cr C Sanders, Cr B Scott

In Attendance P Kelly (Chief Executive Officer), L Fleck (Group Manager - People and Culture, Acting Group Manager - Community Vision), J Muir (Group Manager - Three Waters), Q Penniall (Acting Group Manager - Planning, Infrastructure and Regulatory), S Righarts (Group Manager - Governance and Business Services), D Scoones (Group Manager - Community Experience), W McEnteer (Governance Manager)

1 KARAKIA

Her Worship the Mayor will begin the meeting with a karakia.

2 APOLOGIES

3 PUBLIC FORUM

4 DECLARATIONS OF INTEREST

5 REPORTS

25.20.1 RESERVE LAND STATUS CLASSIFICATION REPORT

Doc ID: 2580949

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

1. Purpose of Report

To approve reclassification, declaration and classification of reserves under the Reserves Act 1977 following the close of public submissions.

Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Approves following public consultation to declare as reserve and classify according to their primary purpose 10 parcels of land, pursuant to section 14 of the Reserves Act 1977, as described in Appendix 1 of this report.
- C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

2. Background

At its July 2025 meeting Council approved a number of reserve land classifications. It also approved public notification of the proposal to declare 10 parcels of additional reserve land and classify them for their primary purpose.

Item B in the below resolution is the relevant clause for this report, the other clauses have all been actioned.

- A. Receives the report and accepts the level of significance.
- B. Approves public notification of proposals to declare as reserve and classify according to their primary purpose 10 parcels of land, pursuant to section 14(2) of the Reserves Act 1977, as described in Attachment 1 of this report.
- C. Approves approve five parcels of land to be declared as reserve and classified according to their primary purpose, pursuant to section 14(1) of the Reserves Act 1977, as proposed in Attachment 2 of this report.
- D. Confirm that 10 parcels of land will continue to be held under the Local Government Act 2002 as described in Attachment 3 of this report.
- E. Approve the proposed classification of 54 parcels of reserve land pursuant to section 16(2A) of the Reserves Act 1977, as described in Attachment 4 of this report.
- F. Approve public notification of the proposals to start the process to revoke the reserve status of three land parcels pursuant to section 24(2) of the Reserves Act 1977 described in Attachment 5 of this report.

G. Consider all submissions received, before making final recommendations.

The Reserves Act 1977 allows Councils to prepare Reserve Management Plans (RMPs) for its reserves (Sec 41).

RMPs provide for and ensure the use, enjoyment, maintenance, protection, and preservation, as the case may require, and, to the extent that the administering body's resources permit, the development, as appropriate, of the reserve for the purposes for which it is classified, and shall incorporate and ensure compliance with the principles set out in section 17 to 23, as the case may be, for a reserve of according to its classification.

While Council has 20 RMPs for various reserves across the district there are still a significant number of land parcels held as "Reserve Land" that do not have a RMP. While not a compulsory requirement, developing RMPs is best practice and provides an opportunity to engage with the community of how they wish to use these reserves into the future.

In order to have a binding RMP for a reserve the reserve needs to be formally classified under the Reserves Act (RA). If a land parcel is held under the RA, it is necessary to ensure that it has been appropriately classified, as required under sections 14 and 16 of the RA and assigned a primary purpose, as defined in sections 17 to 23 of the Act, that aligns with its present values and uses.

Councils recent reserve land identification project identified all land held as reserves by Council. It also identified that while Council has formal classification for many of its reserves there were a significant number that were yet to be classified even though they are held under the Reserves Act. This is particularly so for land provided as reserves through subdivision over recent years.

To enable progress of completing RMPs for those reserves that require an RMP a number of actions are required for land to be included in the RMPs, this includes appropriately classifying land held under the RA.

This report presents now seeks approval for the proposed classifications following public consultation

3. Discussion

Public notification was given in the "News" newspaper on 14 August 2025 in accordance with the requirements outlined in Section 119 (1b) of the Reserves Act. A public notice was also placed on the Council website.

Aukaha have been informed on the proposed classifications and the public notification process.

The submission period for public consultation on the proposed classifications closed on 20 September 2025, and no objections were received.

This report now seeks confirmation to declare as reserve and classify according to their primary purpose 10 land parcels previously held under the LGA (see **Appendix 1**), pursuant to section 14 of the Reserves Act 1977.

As there have been no objections staff recommend that the Council approves classifying the land parcels as described in Appendix 1.

The location of the reserve areas to be classified are outlined below.

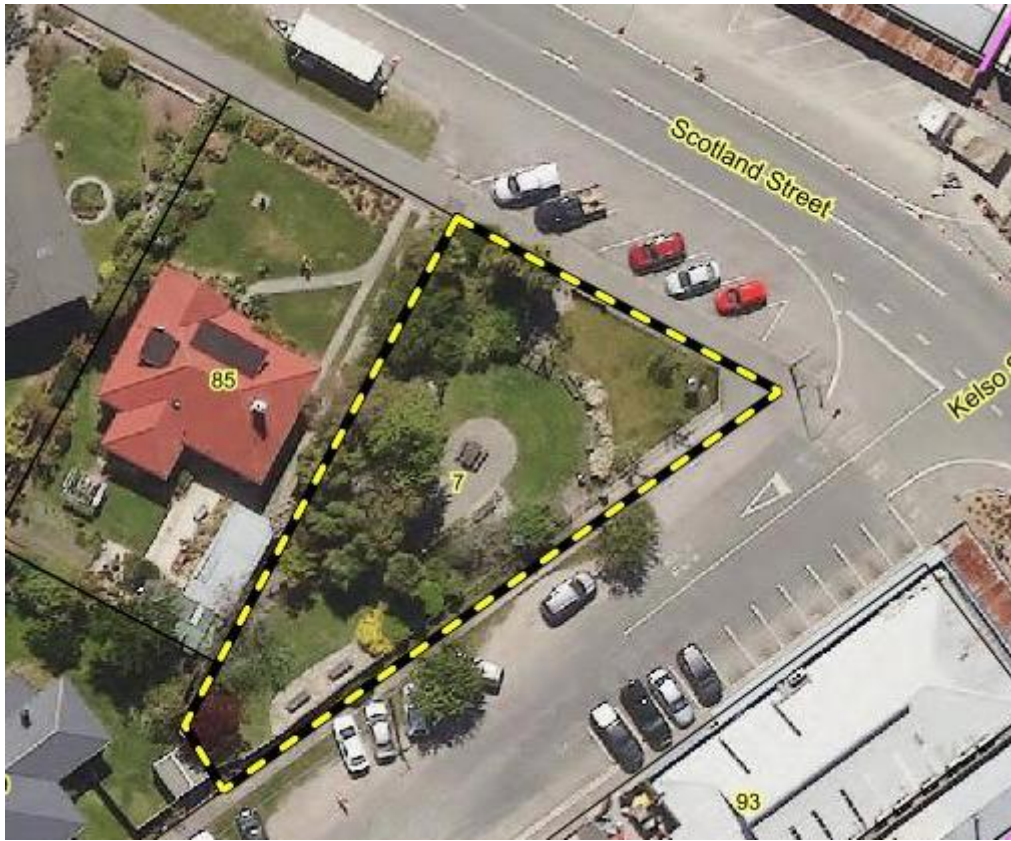
Down Street South Reserve Cromwell.



Gillaly Way accessway Bridge Hill Alexandra.



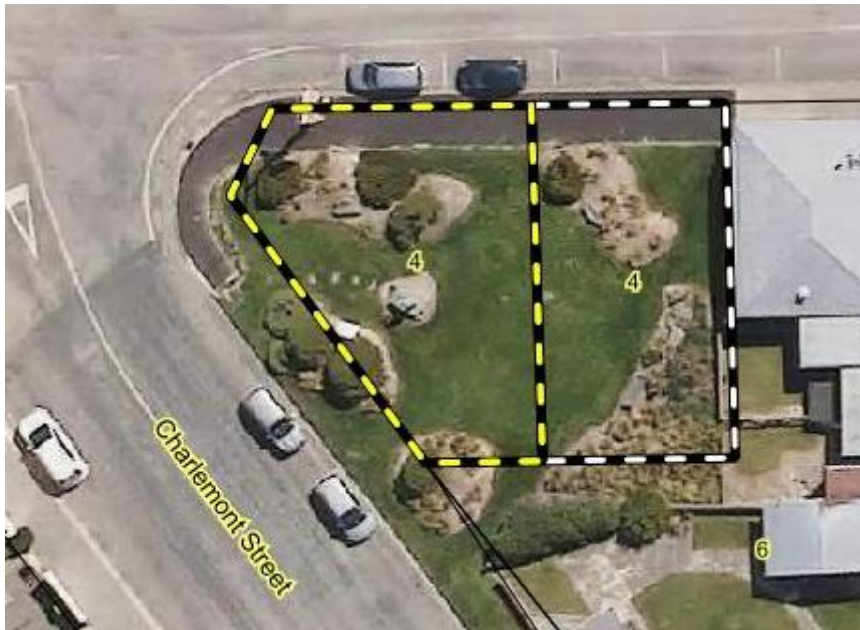
Teviot Gardens Roxburgh



Molyneux Park Extension Alexandra



J T Turnbull Park Ranfurly



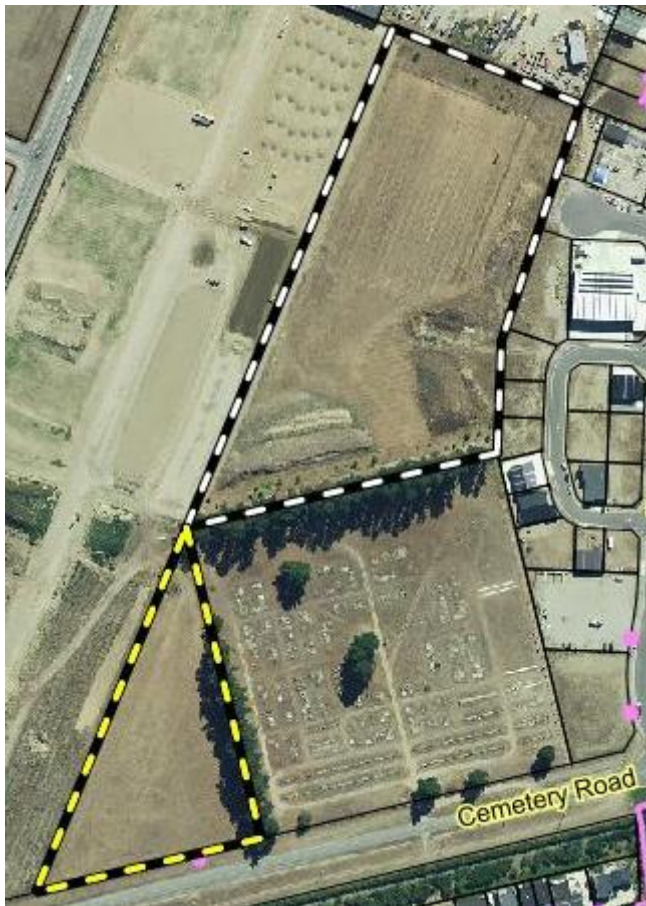
Naseby Tennis Court



Sugar Loaf Scenic Reserve Pisa



Cromwell Cemetery extension.



4. Financial Considerations

Costs are covered by existing budgets.

5. Options

Option 1 – (Recommended)

Approve the proposed classification actions as publicly notified

Advantages:

- Council complies with the requirements of the Reserves Act 1977.
- These reserves will have the correct classification to enable Council to prepare Reserve Management Plans.

Disadvantages:

- No disadvantages have been identified.

Option 2

Making a decision other than that publicly notified

Advantages:

- No advantages have been identified.

Disadvantages:

- Perceived lack of transparency by the community.
- Higher risk of legal challenge.
- Can weaken community support.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables democratic local decision making and action by, and on behalf of communities by publicly notifying Councils intention to classify reserve land under the Reserves Act 1977 and seek community feedback on the proposal.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	The decision is consistent with the Reserves Act 1977.
Considerations as to sustainability, the environment and climate change impacts	The decision will have no impacted on the environment, climate or sustainability.
Risks Analysis	No risks have been identified with adopting the recommendation.
Significance, Consultation and Engagement (internal and external)	Consultation was undertaken pursuant to the Reserves Act 1977 requirements.

7. Next Steps

Once resolution is approved the reserves will be classified.

8. Attachments

Appendix 1 - Land to be Classified [↓](#)

Attachment 1: Land to be declared reserve and classified under section 14 of the Reserves Act 1977 following public notification (10 land parcels)

Park Name	Physical address	Appellation	LINZ Parcel ID	Area (in hectares)	Proposed classification	Reason
Cromwell Cemetery Extension	Cromwell	Lot 33 DP 604669	8672559	4.0436	Local purpose (cemetery) reserve	Better align with current use and protect values
Cromwell Cemetery Extension	Cromwell	Lot 51 DP 605263	8633626	1.4708	Local purpose (cemetery) reserve	Better align with current use and protect values
Down Street South Reserve	Cromwell	Section 15 Block XIV TN OF Cromwell	3124270	0.0533	Local purpose (accessway) reserve	Better align with current use and protect values
Gillaly Way Access	Vincent	Section 1 SO 24753	3073223	0.0727	Local purpose (accessway) reserve	Better align with current use and protect values
J T Turnbull Statue Land	Maniototo	Lot 1 DP 8776	3117803	0.0478	Recreation reserve	Better align with current use and protect values
J T Turnbull Statue Land	Maniototo	Lot 2 DP 8776	3160478	0.0478	Recreation reserve	Better align with current use and protect values
Molyneux Park Extension	Vincent	Lot 100 DP 562079	8258524	6.2038	Recreation reserve	Better align with current use and protect values
Naseby Tennis Courts	Maniototo	Section 47 Block II TN OF Naseby	3005319	0.3015	Recreation reserve	Better align with current use and protect values
Sugarloaf Scenic Reserve	Cromwell	Section 1 SO 24210	3167362	36.2135	Scenic Reserve 19(1)(a)	Better align with current use and protect values
Teviot Gardens	Teviot	Lot 3 DP 8930	3149097	0.0703	Recreation reserve	Better align with current use and protect values

25.20.2 REQUEST FOR MINISTER OF CONSERVATION'S CONSENT FOR ELECTRICITY EASEMENTS OVER VARIOUS CROMWELL RESERVES

Doc ID: 2601494

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

1. Purpose of Report

To consider granting (pursuant to delegated authority) the consent of the Minister of Conservation, to the granting of electricity easements over several Cromwell Reserves.

Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Agrees to grant the consent of Minister of Conservation (pursuant to delegated authority), to easements in gross being granted in favour of Aurora Energy Ltd over the following Reserves legally described as Lot 5 Deposit Plan 24514, Section 120 Block III Cromwell Survey District and Part Block XC11 Town of Cromwell for the upgrade of electricity infrastructure, in accordance with section 48 of the Reserves Act 1977.
- C. The Registrar-General of Land registers the instrument granting the right or easement against the record of title issued for the reserve.
- D. Notes that all costs of the proposed easement are to be met by the applicant inclusive of any costs incurred by the grantor in relation to the easement.
- E. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

2. Background

Aurora have been experiencing strong electrical load growth on the Cromwell network which is making it difficult to transfer this load between many of the existing 11 kV feeders during peak load. This limits their ability to perform planned maintenance and restore power during fault conditions.

To address this constraint, a new feeder (CM838) is to be installed to reduce the load on several adjacent feeders and provide additional offload possibilities. This will result in improved performance for the Cromwell township and allow for future growth.

As part of this project, a total of three Ring Main Units (RMU) will be required. Aurora have completed site scoping for existing cables at three locations and checked Council services.

Based on that, **Appendix 1** indicates the easement proposals over the affected Council reserves.

3. Discussion

The Reserves that require easements are

- Gair Avenue - Lot 5 Deposit Plan 24514 Local Purpose Reserve (Access Way) RMU 839D in attachment 1.
- Jolly's Road - Section 120 Block 111 Cromwell Survey District - CC43 in attachment 1.
- Cairnmuir Crescent - Part Block XC11 Town of Cromwell - Local Purpose Reserve (Access Way) – RMU ID 50710 in Attachment 1.
- 114 Waenga Drive - Part Block XC11 Town of Cromwell - Local Purpose Reserve (Access Way) – RMU ID 50711 in Attachment 1.

Aurora had hoped to utilise road reserve, but space is limited in some areas, so they require easements to use Council reserve land.

The Cairnmuir unit is existing, but due to modern sizing and space requirements Aurora are unable to replicate this as-is so require a larger easement area.

To support the proposed roundabout for the Gair Ave subdivision, Aurora have proposed a duct to be installed through the corner of the Council land site and shown as RMU 839D.

The remaining works involve increased sizing to the switching gear required.

Easements over Reserve Land

Section 48(1) of the Reserves Act 1977 (the Act) authorises the granting rights of way and other easements over a reserve or any part thereof to facilitate access to an area leased or licenced under the Act, or to provide for electrical installations or works. Therefore, the granting of an easement for the purpose of facilitating access, construction, and ongoing operation of this critical infrastructure is consistent with provisions of the Act.

While public notice can be required when easements or other rights are granted over reserves, section 48(3) of the Act states that public notification is not required where the reserve is vested in an administering body and is not likely to be materially altered or permanently damaged; and the rights of the public in respect of the reserve are not likely to be permanently affected. Therefore, in this case it is recommended that no public notification is required.

Underground cables either rely on existing use rights under the Electricity Act or are in road reserves which don't require easements. This report seeks to formalise easements on reserve land for new or upgraded electricity infrastructure.

Minister of Conservation's Consent

Under the Reserves Act 1977, the Minister of Conservation's consent is required by the administering body when granting an easement over or erection of buildings and/or structures on a recreation reserve. The purpose of the Minister's consent is to ensure due process under the Act has been followed by the administering body.

Pursuant to section 10 of the Act, and in accordance with the 'Instrument of Delegation to Territorial Authorities' dated 12 June 2013, the Minister of Conservation has delegated the granting of these consents to the Council.

4. Financial Considerations

All costs will be covered by Aurora Energy Limited.

5. Options

Option 1 – (Recommended)

To grant the consent of the Minister of Conservation (pursuant to delegated authority), to easements in gross being granted in favour of Aurora Energy Ltd over various Cromwell reserves as shown in Appendix 1 of this report, in accordance with section 48 of the Reserves Act 1977.

Advantages:

- This option will facilitate the improvement of electricity performance to Cromwell.
- Enhanced continuity of power supply from the proposed upgrade of electrical facilities.

Disadvantages:

- None have been identified.

Option 2

To not grant the consent for the electrical easements over various Cromwell reserves.

Advantages:

- None

Disadvantages:

- This option will not facilitate improvement in the electricity performance in Cromwell.
- Aurora Energy Limited has existing use rights for the existing easements which they could choose to continue to utilise.

6. Compliance

Local Government Act 2002 Purpose Provisions	The Local Government Act 2002 does not apply to this decision. The Minister of Conservation's consent is delegated to Council in accordance with the Reserves Act 1977, and the "Instrument of Delegation to Territorial Authority's" dated 12 June 2013.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	The recommendation is consistent with the Reserves Act 1977 and with the "Instrument of Delegation to Territorial Authority's" dated 12 June 2013.

Considerations as to sustainability, the environment and climate change impacts	No sustainability, environmental or climate change impacts are related to the decision as the legalising the existing will have no material effect on the land.
Risks Analysis	There are no risks to Council 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. Pursuant to section 48(3) of the Reserves Act 1977, public advertising of the intention to grant of an easement over a reserve or any part thereof is not required where the reserve is not likely to be materially altered or permanently damaged; and the rights of the public in respect of the reserve are not likely to be permanently affected.

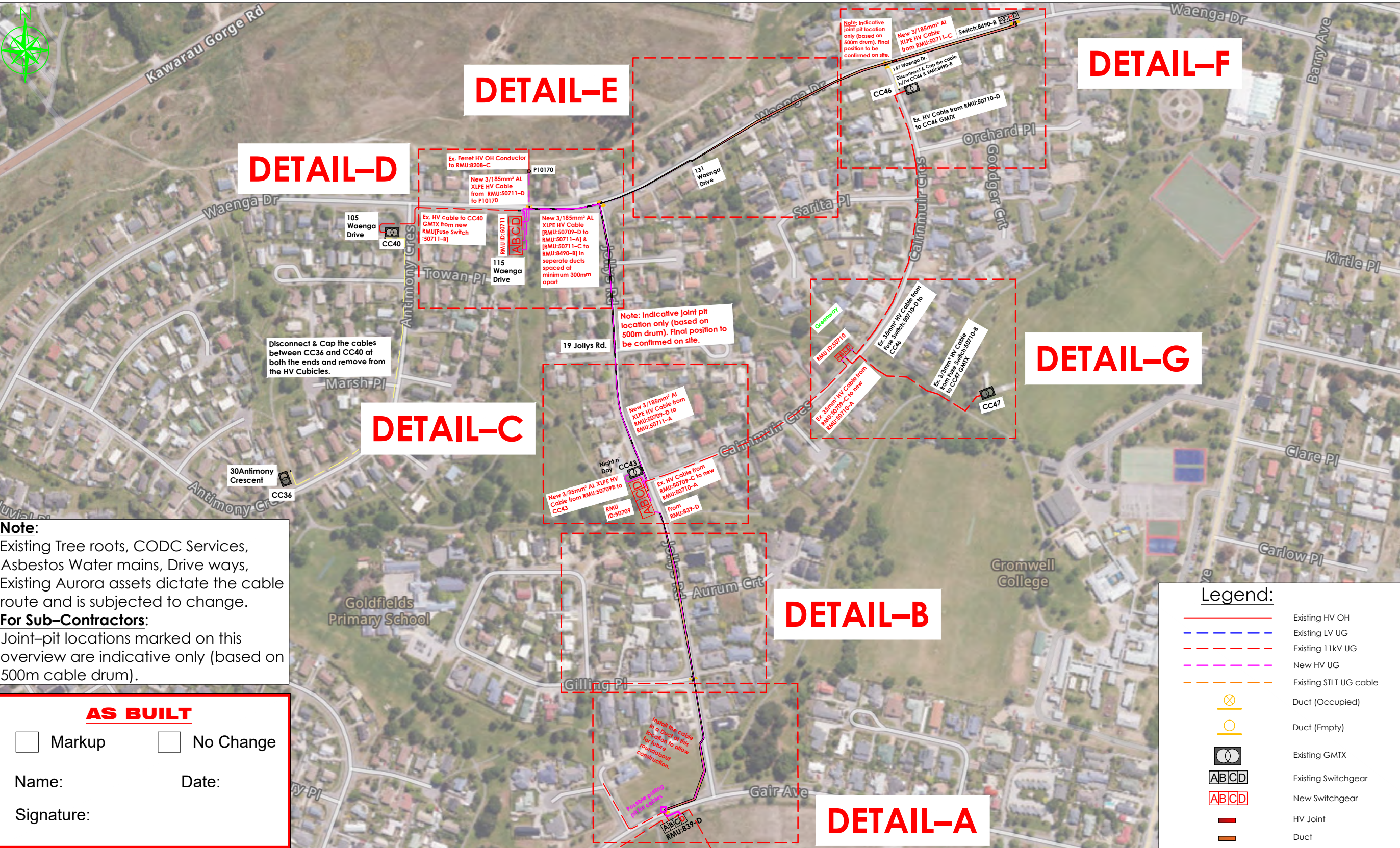
7. Next Steps

1. Applicant advised of outcome on release of resolution.
2. Easement Instrument is signed by Aurora and CODC.

8. Attachments

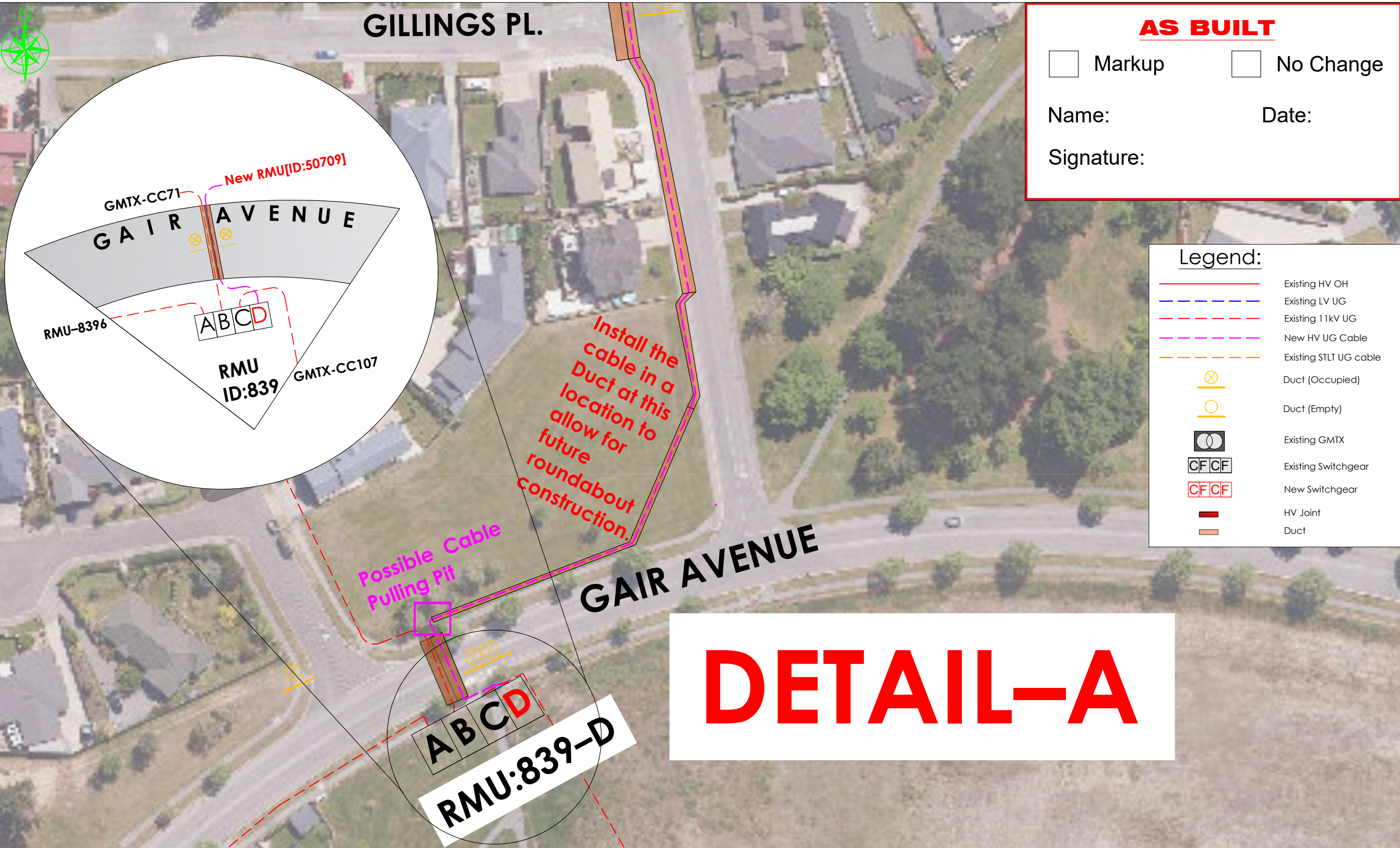
Appendix 1 - Aurora Cromwell Electrical Upgrade Proposal. [↓](#)

SITE LAYOUT



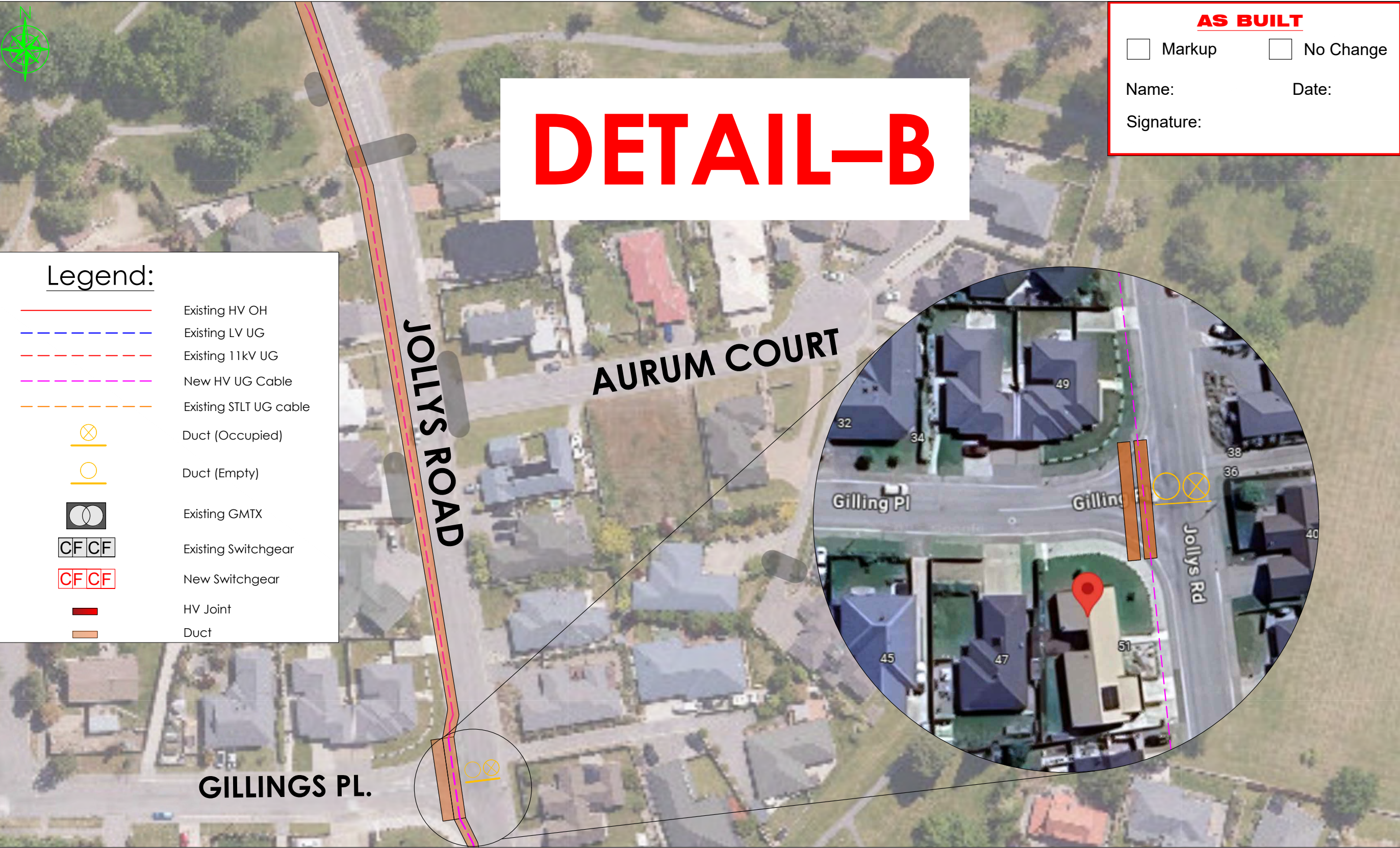
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A	Original Issue	RP					Drawing No.	-			
A	Updated[RMU Orientations],Earthing Layouts	RP	ST	/09/25			CFR	-			
							Job Package	-			
							Scale	NTS			
						Approved	ST	02/08/2025	Sheet	1 of 14	

SITE LAYOUT



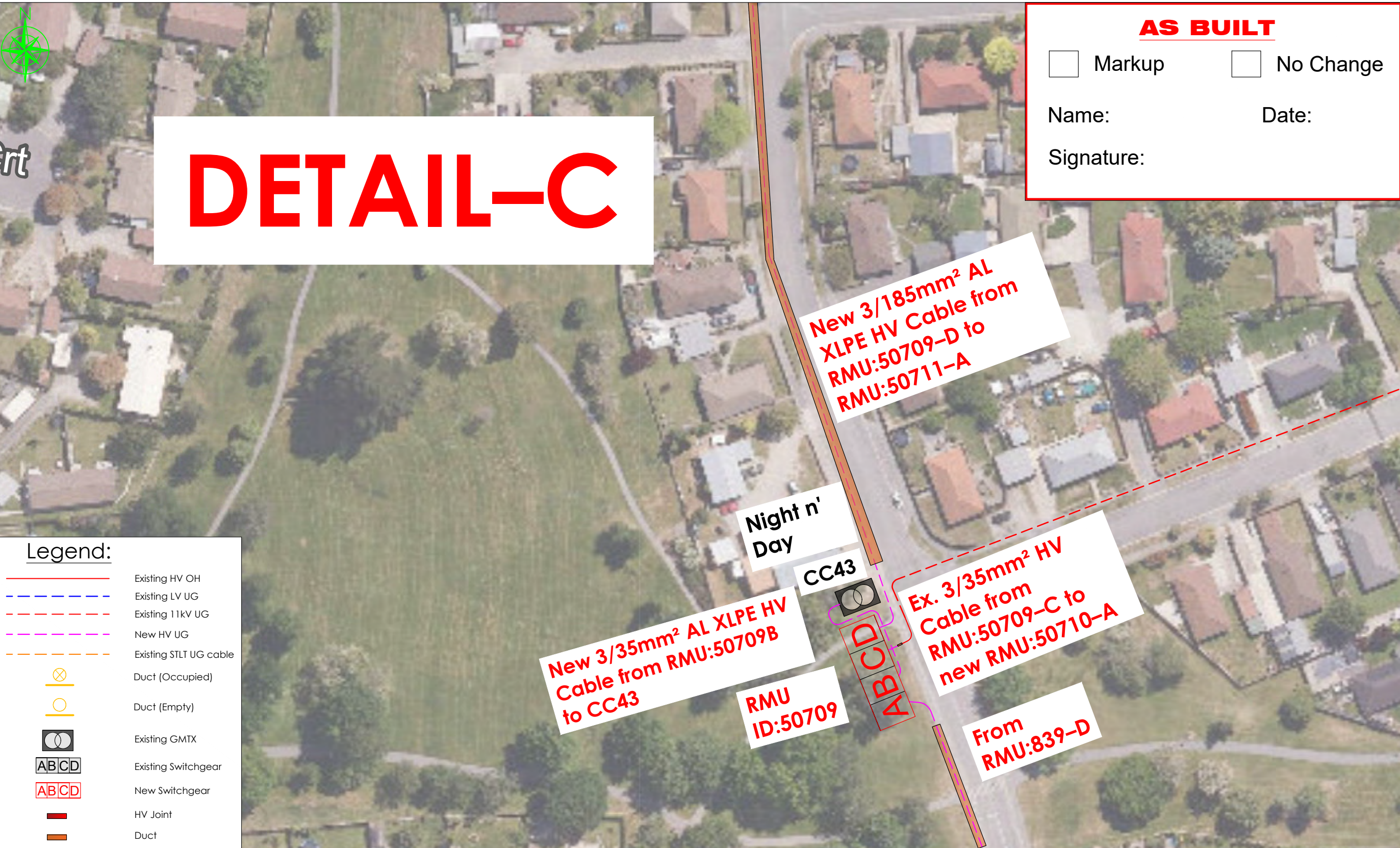
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SITE LAYOUT



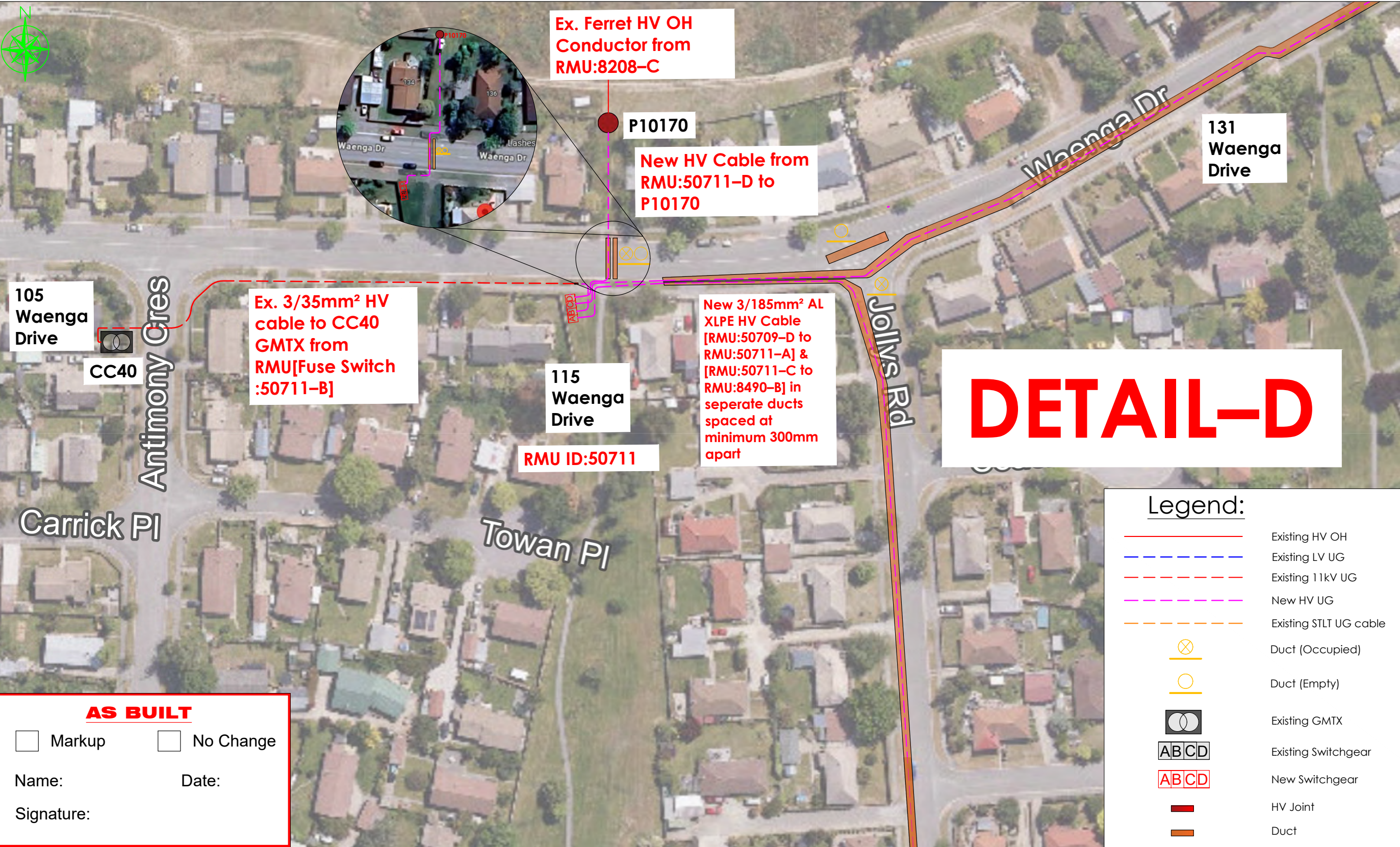
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SITE LAYOUT



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A	Original Issue	RP					Drawing No.	-			Cable Route at RMU:50709[Jolly's Road] Feeder: CM838 Address:Cromwell
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SITE LAYOUT



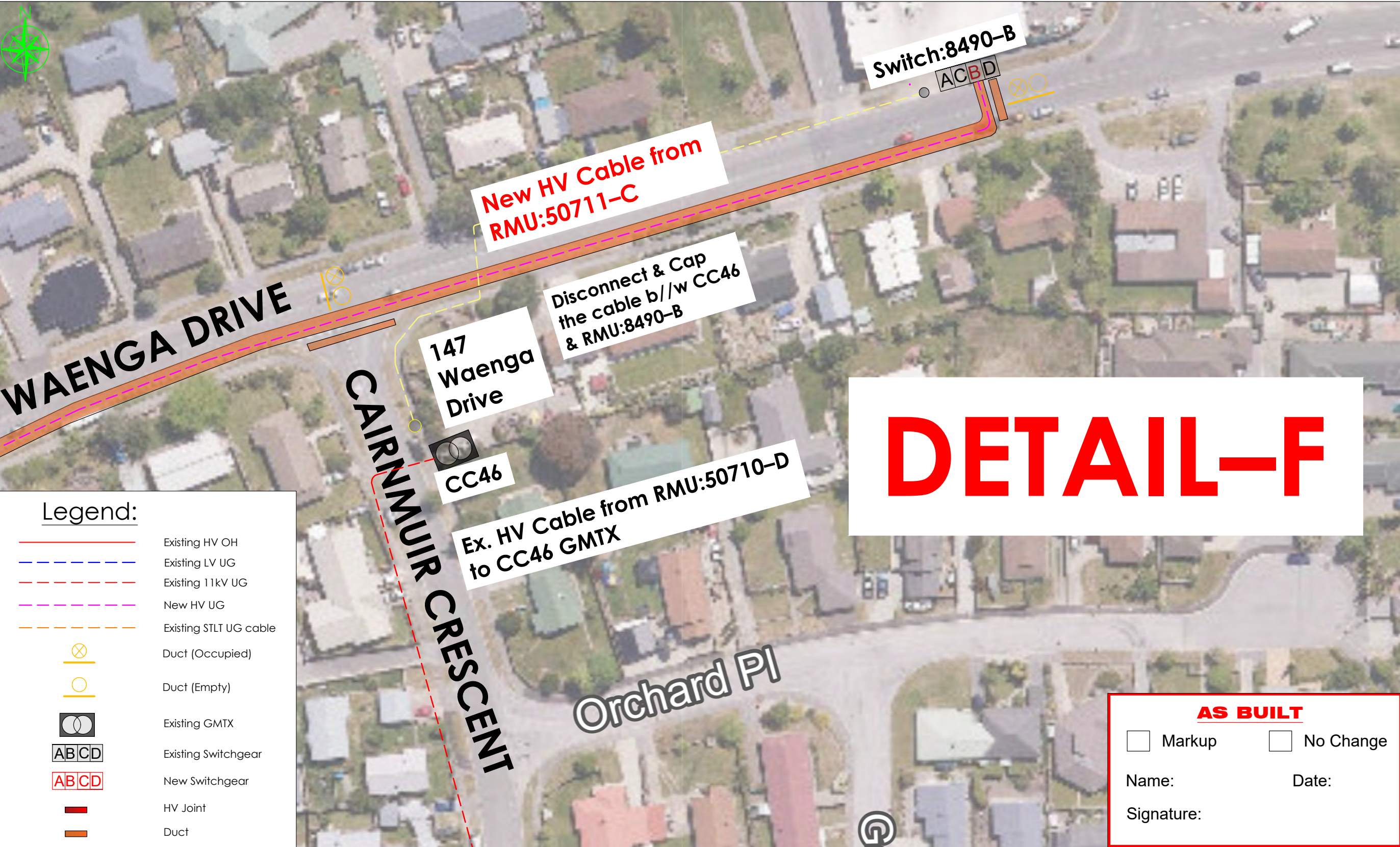
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SITE LAYOUT



Rev.	Description	Dwn	Ckd	Date	References	Job number	P741 64-100020	RY26 CM838 New Feeder	Rev:	B	DELTA THINK.INFRASTRUCTURE
A	Original Issue	RP				Drawing No.	-	Cable Route at [RMU:50711] to [RMU:8490-B]			
						CFR	-	Feeder: CM838			
						Job Package	-	Address:Cromwell			
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						Sheet	1 of 1				

SITE LAYOUT



Rev.	Description	Drm	Ckd	Date	References	DELTA THINK.INFRASTRUCTURE Raghu 021473075 Raghu.Pachipulusu@thinkdelta.co.nz Drawn RP 02/04/2025			Job number	P74164-100020	RY26 CM838 New Feeder				Rev: B	DELTA THINK.INFRASTRUCTURE
A	Original Issue	RP							Drawing No.	-						
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						Checked	DD	20/08/2025	Scale	NTS	Cable Route at RMU:8490-B Feeder: CM838 Address:Cromwell					
						Approved	ST	02/09/2025	Sheet	7 of 14						

SITE LAYOUT



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A	Original Issue	RP							Drawing No.	-					
A	Updated[RMU Orientations],Earthing Layouts	RP	ST	/09/25					CFR	-					
									Job Package	-					
					Drawn	RP	02/04/2025	Scale	NTS	Cable Route at RMU:50710[Cairnmuir Crescent] Feeder: CM838 Address:Cromwell			B		
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					Approved	ST	02/08/2025								

Works Required

Stage:1 [Preparation]

- The subcontractor will carry out site excavations/trenching & install ducts in readiness for cable installation. For all three RMUs, prepare & assemble cables & tails ready for jointing and extension into the new RMUs. Prepare new 3×35 mm cable for RMU:50709 to CC43 [Night n' Day Location].

Stage:2 [Preparation]

- The Subcontractor will excavate 3 sites ready for Busck foundations & place them at site as they are ready. Wanaka UG crew will fit new RMU's to the foundations & load equipment to run cable.
 - Upgrade or fit new earths as required X 3 Sites.
 - ABB Safelink 2 RMU[CFCC][ID:50709] at Jolly's Road[Besides Night n' Day, Cromwell]
 - ABB Safelink 2 RMU[CFCF][ID:50710] at Cairnmuir Crescent.
 - ABB Safelink 2 RMU[CFCC][ID:50711] at Waenga Drive.
- Please refer to detailed methodology for preparation works)

Stage:3 [Construction]-Gair Avenue & Jolly's Rd.

- Install a new RMU[CFCC][ID:50709]
- Extend feeder CM838 from existing RMU 839-D by trenching ≈20m to the existing spare duct crossing underneath Gair Avenue, Cromwell.
- Run and Terminate ≈450m of 3/185mm² AL XLPE HV Cable from RMU 839–D to new RMU[ID:50709–A] at Jollys Road.
- New cable will be in the ducts that cuts through the reserve[As shown in the layout] due to the future roundabout at the Jolly's Road & Gair Avenue intersection.
- Re-instate the ground at RMU:839–D
- Upgrade Earthing of RMU:839–D as required.

Stage:4 [Construction] -Cairnmuir Crescent – CC43

- Sub-Contractor to Hydro-Vac out sites at Jolly's Road & Cairnmuir Crescent.
- Identify the positions of the proposed joint areas.
- Run and Terminate new 3/35mm² AL XLPE HV Cable from new RMU[Fuse Switch ID:50709–B]– Fused at 40A to existing 3Ø 11kV 500kVA GMTX [CC43]
- Commission RMU:50709 & Liven via RMU:839–A
- Isolate the existing 3/35mm² HV cable between ME Box 45007 to GMTX CC43 by disconnecting at both the ends.
- Joint and terminate new 3/35mm² AL XLPE HV Cable from ME Box 45007 to new RMU[ID:50710–A] in Cairnmuir Crescent
- Install an Earthing Gyro to integrate the Earthing of the existing GMTX CC43 and as well as new RMU[ID:50709]

Stage:5A [Cairnmuir Crescent]–CC47

- Isolate existing 3/35mm² HV Cable between ME BOX 45007 & GMTX: CC46.Re–Liven CC46 via RMU:8490–B
- Isolate existing 3/35mm² HV Cable between ME BOX 45007 & GMTX: CC47 and Install temporary 400V generation to CC47.
- Remove ME Box 45007
- Install a new RMU[CFCF][ID:50710]
- Joint and terminate existing 3/35mm² HV cable from ME Box 45007 into new RMU[ID:50709–C] in Jollys Road.
- Run and Terminate 3/35mm² AL XLPE HV Cable[As Reqd.] from RMU[Fuse Switch ID:50710–B]– Fused at 20A & joint on to the cable from existing GMTX CC47 [200kVA]
- Test the cable from CC47 and RMU[ID:50710–B] in Cairnmuir Road.
- Commission RMU:50710 via RMU:50709
- Remove temporary generation & Liven CC47 Via RMU:50710–B

Stage:5B [Cairnmuir Crescent]–CC46

- Disconnect, Cut and Cap the cable from RMU[ID:8490–B] near New World to GMTX CC46[300kVA]
- Run and Terminate 3/35mm² AL XLPE HV Cable[As Reqd.] from RMU[Fuse Switch ID:50710–D]– Fused at 25A & joint on to the cable from existing GMTX CC46 [300kVA]

- Liven the transformer CC46 from New RMU[ID:50710] installed in Cairnmuir Road.
- Re–instate the ground at works location[Cairnmuir Crescent site]
- Note:** Install 1X150mm 90deg Sweeping bend and duct for future upgrade from Spare Switch:50710–C]
- Equipment Earthing to be constructed as per AE–NF01–S Network Earthing Standards.

Stage:6[Waenga Drive]–CC40

- Install a new RMU[CFCC][ID:50711]
- Prep and Pull cable across from new RMU[ID:50711–D] to Pole:10170
- Isolate Pole:10170 from RMU[ID:8208-C]
- On Pole:10170–Remove the existing fuse/fuse holder assembly [58026], as well as the existing 35AL XLPE HV cable, then cut and cap the cable
- Run and Terminate 3/185mm² AL XLPE HV Cable[As Reqd.] from new RMU[ID:50711–C] to existing Pole:10170 in the ducts for road crossing.
- Cut the existing 3/35mm² AL XLPE HV Cable from GMTX CC40[300kVA]
- Disconnect and cap the cable between CC36 and CC40 at both ends and remove from the HV Cubicles.
- Run and Terminate new 3/35mm² AL XLPE HV Cable[As reqd.] from RMU[Fuse Switch ID:50711–B] – fused at 25A and joint it to the existing HV cable from GMTX CC40.
- Test the cables from RMU[ID:50711–B] & GMTX CC40
- Liven the CC40 transformer
- Re-instate the site at Pole:10170.
- Re–Instate the ground boxing and Asphalt to Aurora Standards.

Stage:7 [Jolly's Road & Waenga Drive]

- Prepare and pull the new 3/185mm² AL XLPE HV Cable between RMU[ID:50709–D] through to RMU[ID:50711–A]
- Run and Terminate new 3/185mm² AL XLPE HV[≈350m] Cable from RMU[ID:50709–D] to RMU[ID:50711–A]
- Test the cables from RMU[ID:50709–D][Jollys Rd.] & RMU[ID:50711–A][Waenga Drive]

Stage:8

- Run and Terminate 3/185mm² AL XLPE HV Cable[≈430m] from new RMU[ID:50711–C] to ex. RMU[ID:8490-B]
- Test the cable from RMU[ID:50711–C] and existing RMU[ID:8490-B]
- Re-instate the ground between RMU[ID:50711–C] and RMU[ID:8490-B]

Re–configuration Changes:

- Open existing switch 8208–A and close switch at new CFCC RMU[ID:50711:C] to feed CC100 & CC113

Site Specific Notes:

- Easy site access at all work locations.
- CODC Services are in Waenga Drive works location.
- Asbestos water mains in Waenga and hence the cable to be re-routed as per the cable layout
- Surveyor to peg new easement locations.

General Considerations:

- All works and materials as per Aurora Standards
- Test and Commission when completed.
- Ensure Fault Passage indicators are properly configured and integrated for proper fault monitoring.
- Aurora No:1 lock required for all HV Switches and doors
- Please comply with NZECP 34:2001 [Section: 8.2.1] by maintaining minimum 1m clearance in front of the RMU for safe operation and maintenance access.
- Ensure that Busck in-ground RMU foundation is back filled with quarry dust and gland plates are used to prevent dampness rising and prematurely aging of the RMU.
- Return the ME Box:45007 in Cairnmuir crescent to Delta logistics for assessments for spares.
- Verify Phase ID at all the sites before works and re-verify after completion of works to ensure phase integrity [GMTX-CC43,CC46,CC47,CC40]

Rev.	Description	Drm	Ckd	Date	References	 THINK.INFRASTRUCTURE Raghu 021473075 Raghu.Pachipulusu@thinkdelta.co.nz			Job number	P74164-100020	RY26 CM838 New Feeder	Overview[Works Reqd.] Feeder: CM838 Address:Cromwell	Rev: B	 THINK.INFRASTRUCTURE
A	Original Issue	RP							Drawing No.	-				
B	Updated Earthing Layout/Methodology refined	RP	NR/ST	/09/25					CFR	-				
									Job Package	-				
									Scale	NTS				
						Drawn	RP	02/04/2025	Checked	DD	20/08/2025	Sheet	8 of 14	

Schedule of Materials		
Item	Description	Quantity
1	Switch Safelink2 RMU CFCC	2
2	Switch Safelink2 RMU CFCF	1
3	CFCC RMU Foundation	2
5	CFCF RMU Foundation	1
6	Safelink 40A Fuse	1
7	Safelink 20A Fuse	1
8	Safelink 25A Fuse	2
9	3/185mm² AI XLPE HV Cable	≈1100m
10	3/35mm² AI XLPE HV Cable	≈30m
11	Duct[1X150mm 90deg HD Sweeping Bend]	1
12	Ducts[6m Length 150mm HD PVC Duct]	≈232
13	Transition Joints	5
14	HV Joints {As per Cable Drum Length of 500m}	2
15	I/D Terminations [185mm² XLPE]	6
16	I/D Terminations [35mm² XLPE]	7
17	Earthing Set for Safelink RMU	3
18	Miscellaneous Materials[Cable Cover, Hazard Strip, Trifurcation Kits, Breakouts etc.]	As Reqd.

AS BUILT

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Markup

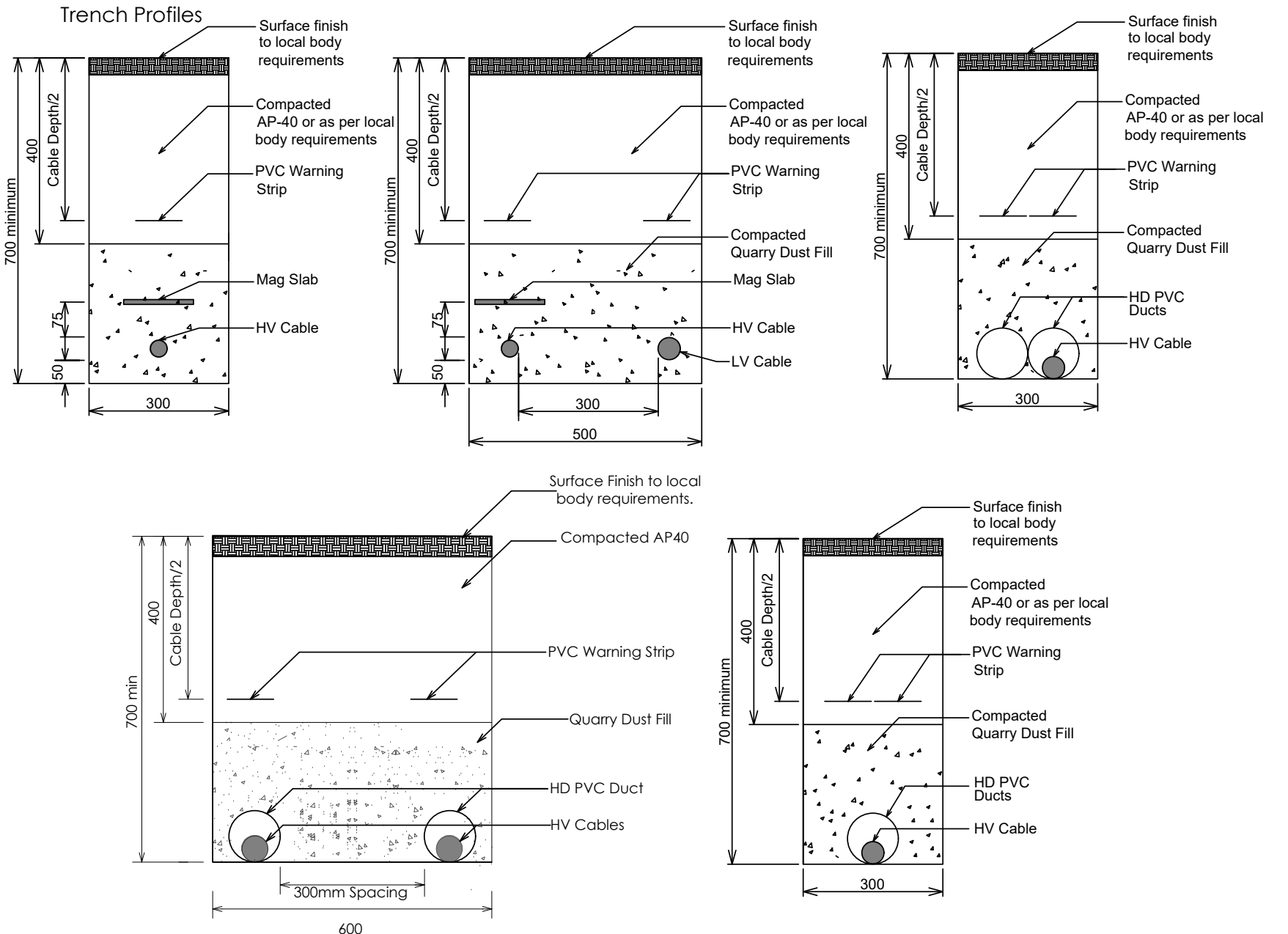
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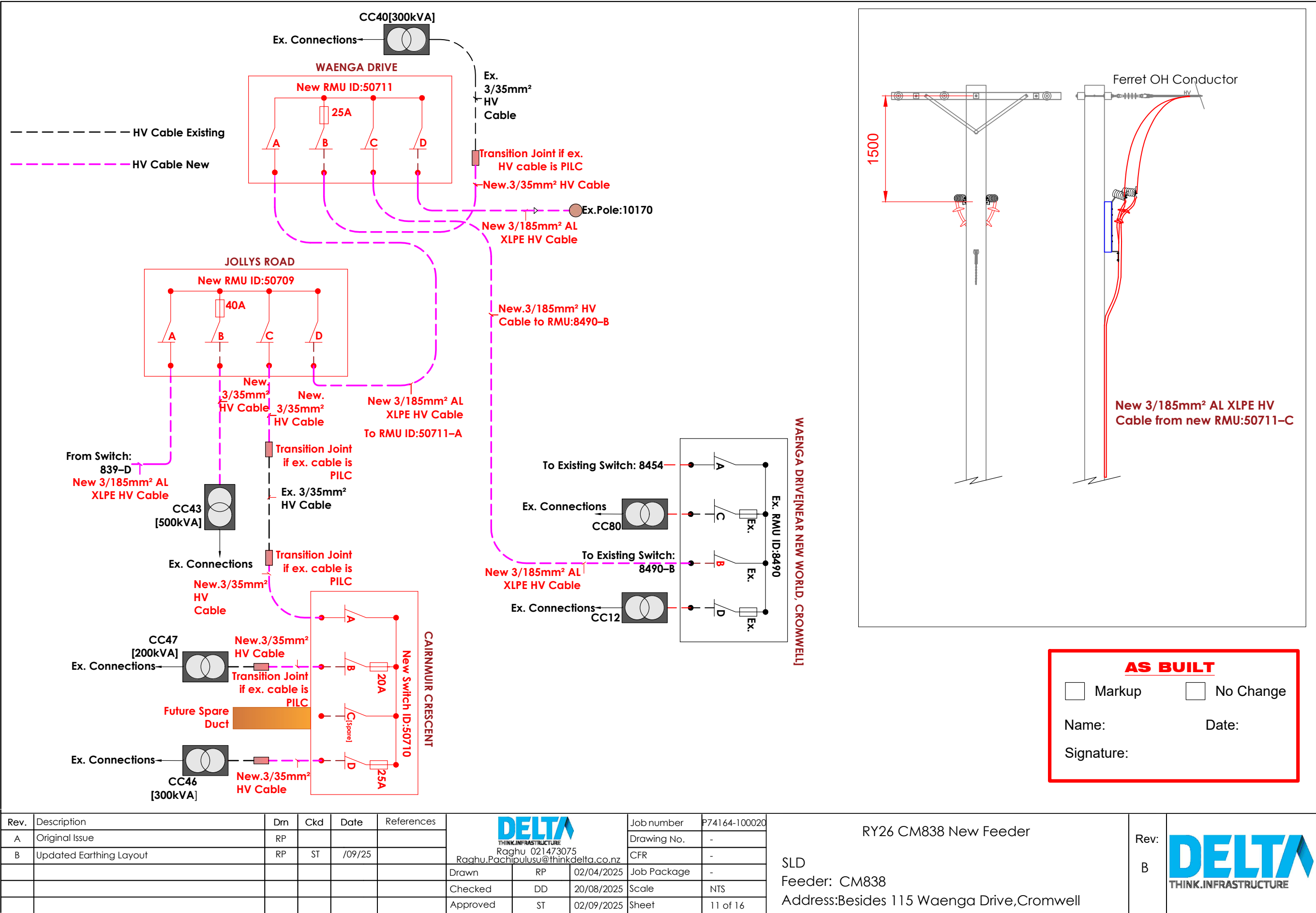
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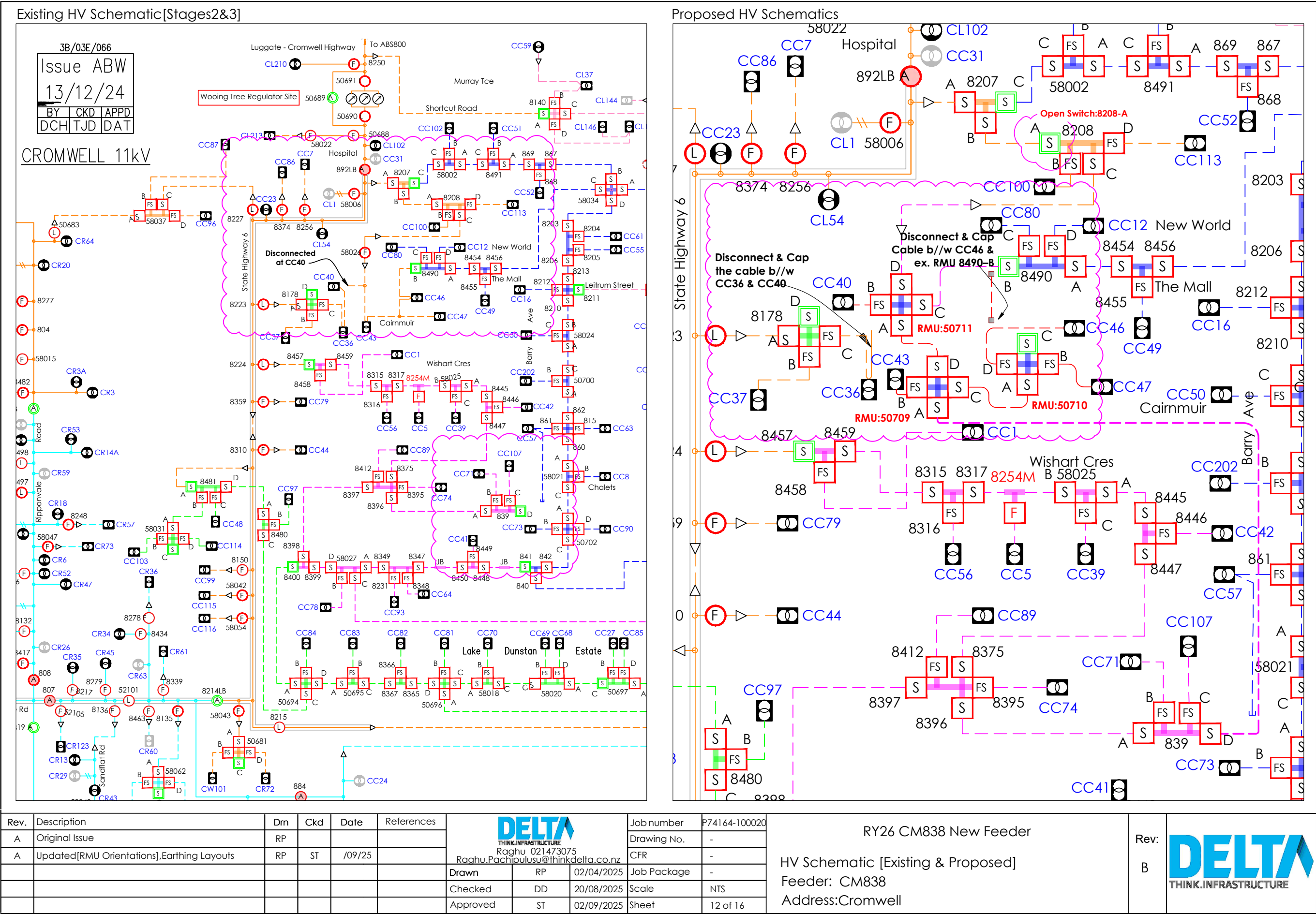


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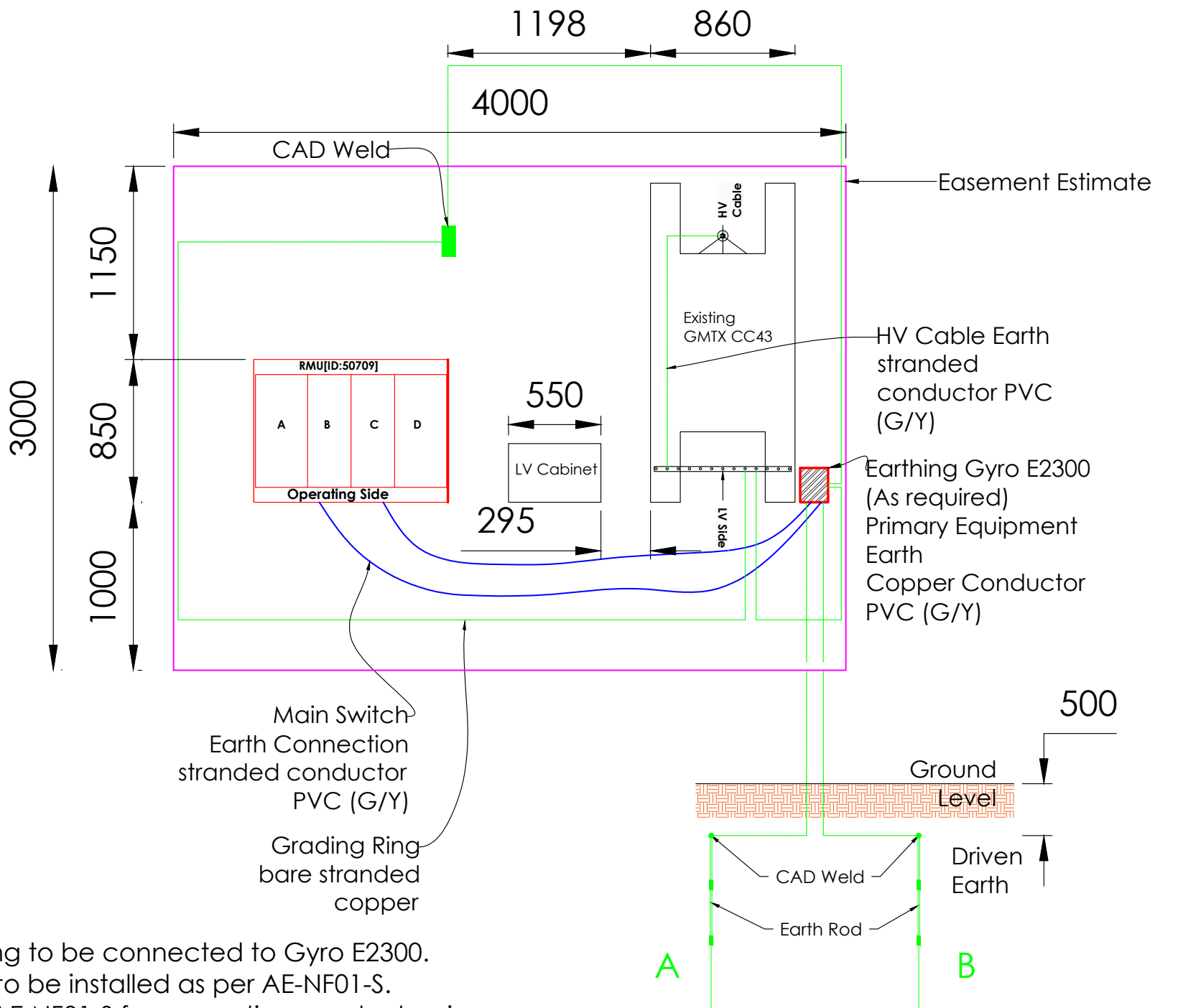
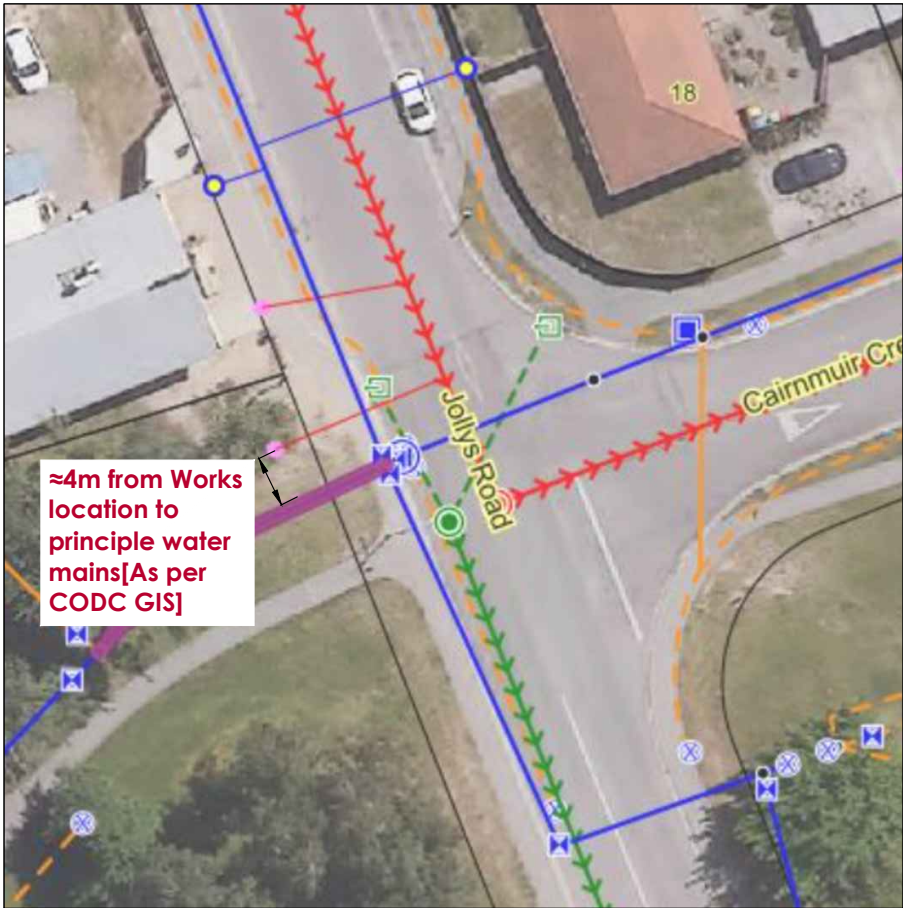
- 300mm minimum separation is typically required from other services & this may increase where required by the asset owner.
- Warning strip shall comply with AS/NZS 2648.1
- Power ducts shall be heavy duty rated & comply with AS/NZS 61386. Deviations in excess of 11° shall be via pre-made sweep bends at radii compatible with the proposed cable.

Rev.	Description	Dm	Ckd	Date	References	Job number	P74164-100020	RY26 CM838 New Feeder	Rev:	B
A	Original Issue	RP				Drawn	RP	02/04/2025	Job Package	-
B	Updated Earthing Layout/Methodology refined	RP	NR/ST	/09/25		Checked	DD	20/08/2025	Scale	NTS
						Approved	ST	02/09/2025	Sheet	10 of 16





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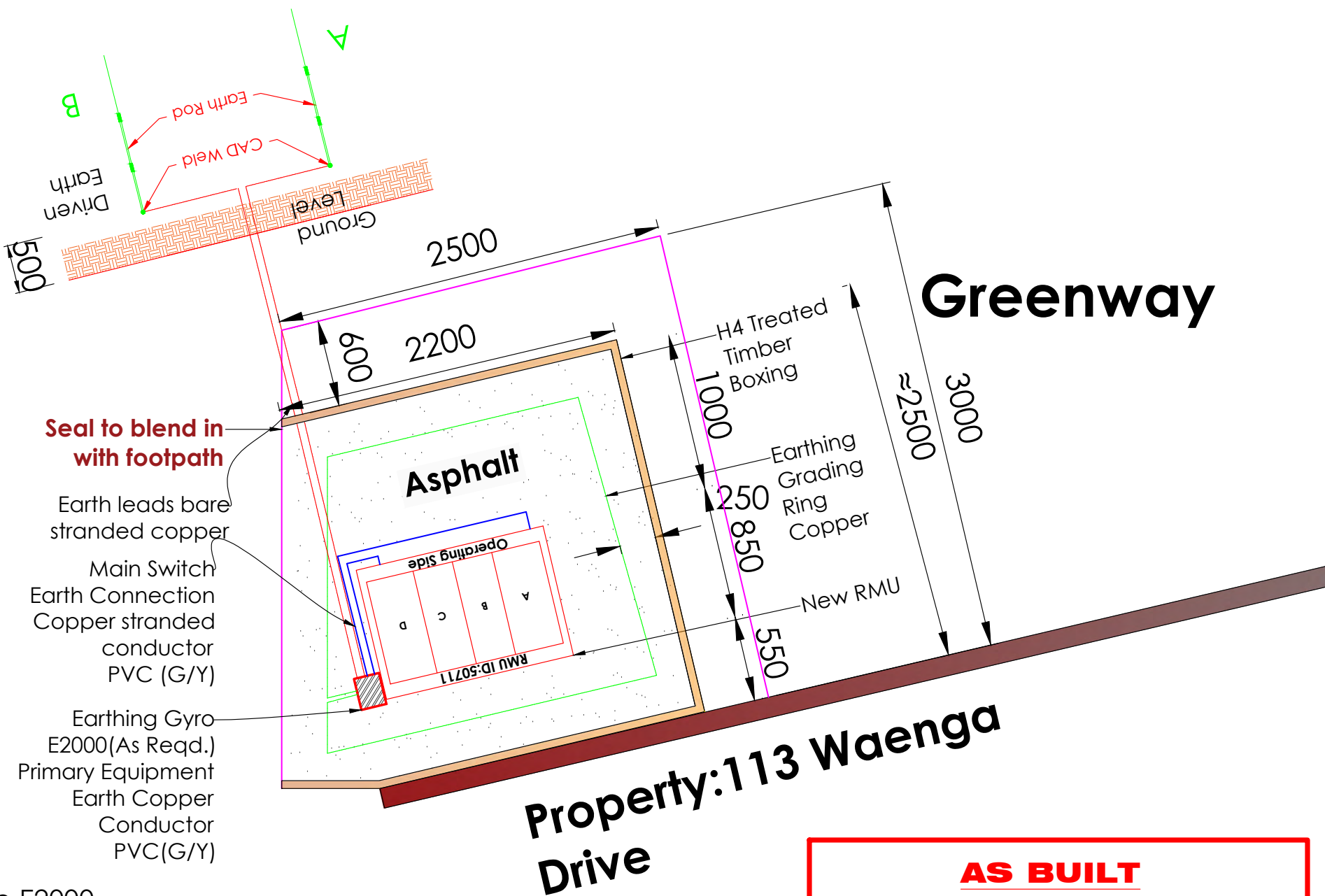
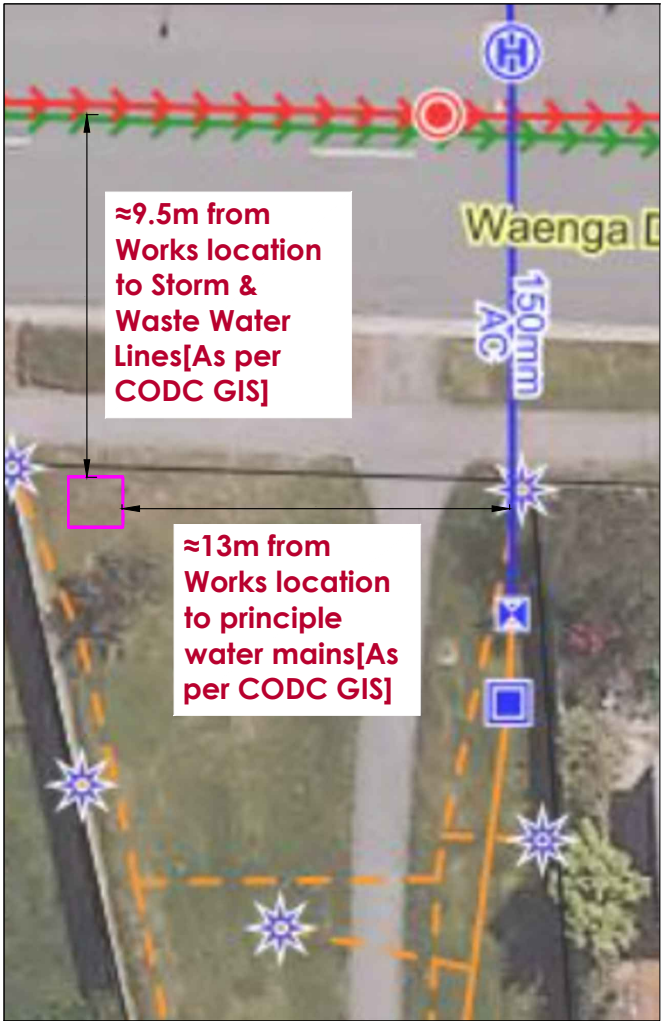
Date:

Signature:

- Note:**
- 1. All Earthing to be connected to Gyro E2300.
 - 2. Earthing to be installed as per AE-NF01-S.
 - 3. Refer to AE-NF01-S for respective conductor sizes.
 - 4. Ground bearing under pad shall be atleast 100kPa.
 - 5. All dimension shown are the minimum acceptable without discussion with the Aurora Technical Manager.
 - 6. Ground level & material to be returned to existing i.e., gravel/grass.

Rev.	Description	Dm	Ckd	Date	References	 THINK.INFRASTRUCTURE Raghu 021473075 Raghu.Pachipulusu@thinkdelta.co.nz			Job number	P74164-100020	RY26 CM838 New Feeder Earthing Layout[RMU:50709] Feeder: CM838 Address:Besides Night n' Day, Cromwell	Rev: B	 THINK.INFRASTRUCTURE
A	Original Issue	RP			Drawing No.				-				
B	Updated Earthing Layout	RP	ST	/09/25	CFR				-				
					Drawn				RP	02/04/2025			
					Checked	DD	20/08/2025	Scale	NTS				
					Approved	ST	02/09/2025	Sheet	13 of 16				

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Note:

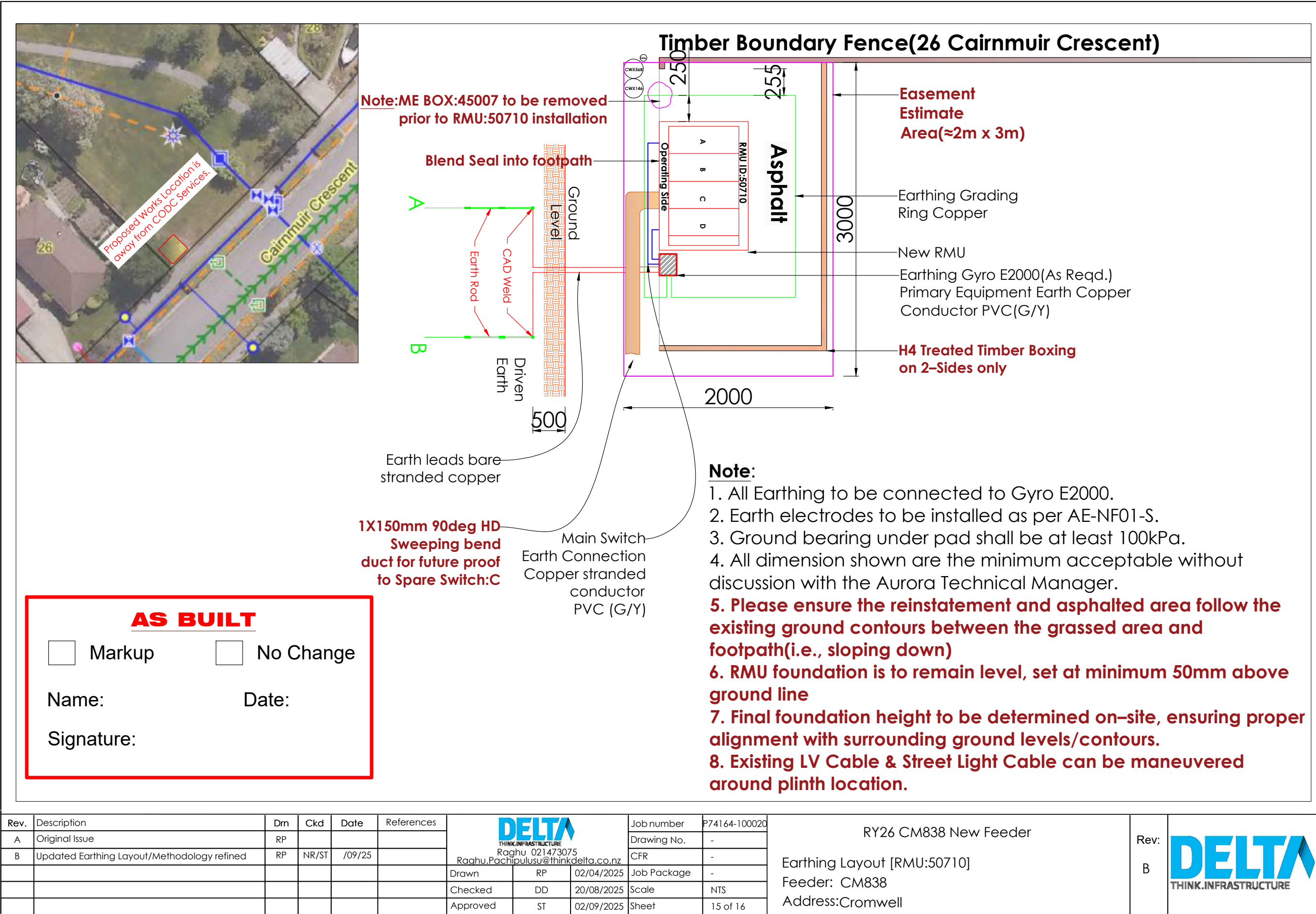
1. All Earthing to be connected to Gyro E2000.
2. Earth electrodes to be installed as per AE-NF01-S.
3. Ground bearing under pad shall be at least 100kPa.
4. All dimension shown are the minimum acceptable without discussion with the Aurora Technical Manager.
5. **Locate & maintain existing irrigation system in vicinity of new RMU.**

AS BUILT

☐ Markup ☐ No Change
Name: _____ Date: _____
Signature: _____

Rev.	Description	Dm	Ckd	Date	References	Job number	P74164-100020	RY26 CM838 New Feeder	Rev:	B	DELTA THINK.INFRASTRUCTURE
A	Original Issue	RP				Drawing No.	-	Earthing Layout[RMU:50711]			
B	Updated Earthing Layout	RP	ST	/09/25		CFR	-	Feeder: CM838			
						Job Package	-	Address:Besides 115 Waenga Drive,Cromwell			
						Scale	NTS				
						Sheet	14 of 16				

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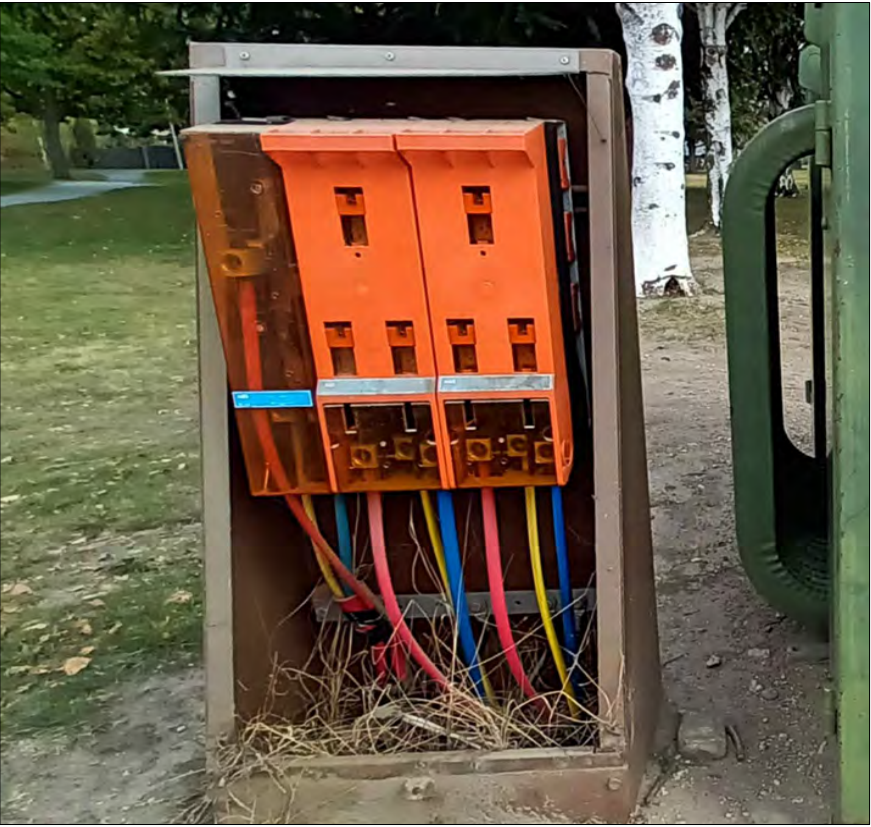




CC46-GMTX[40A-PPE]



CC46-GMTX[LV SIDE]



CC47-GMTX[Behind Cromwell Cricket turf]



CC47-GMTX[LV SIDE]

Rev.	Description	Drm	Ckd	Date	References	DELTA THINK.INFRASTRUCTURE Raghu 021473075 Raghu.Pachipulusu@thinkdelta.co.nz	Job number	P74164-100020	RY26 CM838 New Feeder –Stage 2		Rev: B DELTA THINK.INFRASTRUCTURE
A	Original Issue	RP					Drawing No.	-			
						Drawn	RP	02/04/2025	Job Package	-	
						Checked	DD	20/08/2025	Scale	NTS	
						Approved	ST	02/09/2025	Sheet	16 of 16	
Feeder: CM838 Address:Cromwell											

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WARNING

Arc Flash and Shock Hazard

Appropriate PPE Required

Flash Hazard Boundary = 0.8 m

Incident Energy = 7.7 J/cm² (1.8 cal/cm²)

At Working Distance of 610 mm

CAT 2 PPE REQUIRED

TO WORK ON OR OPERATE EQUIPMENT - WITHOUT APPROVED JSA

25CEF-TCU Fuses - Protecting Transformer CC40

*rating: 300kVA (3 phase)- feeder: CM832 - configuration: MINI - mounting: Ground - arc in a box
operating voltage - 11000 volts - impedance: 4.05% - (estimated from 6 other similar transformers)*



WARNING

Arc Flash and Shock Hazard

Appropriate PPE Required

Flash Hazard Boundary = 3 m

Incident Energy = 52.1 J/cm² (12.4 cal/cm²)

At Working Distance of 610 mm

CAT 4 PPE REQUIRED

TO WORK ON OR OPERATE EQUIPMENT - WITHOUT APPROVED JSA

40CEF-TCU Fuses - Protecting Transformer CC43

*rating: 500kVA (3 phase)- feeder: CM832 - configuration: MINI - mounting: Ground - arc in a box
operating voltage - 11000 volts - impedance: 5.34% - (estimated from 63 other similar transformers)*



WARNING

Arc Flash and Shock Hazard

Appropriate PPE Required

Flash Hazard Boundary = 0.8 m

Incident Energy = 7.8 J/cm² (1.9 cal/cm²)

At Working Distance of 610 mm

CAT 2 PPE REQUIRED

TO WORK ON OR OPERATE EQUIPMENT - WITHOUT APPROVED JSA

25CEF-TCU Fuses - Protecting Transformer CC46

*rating: 300kVA (3 phase)- feeder: CM832 - configuration: MINI - mounting: Ground - arc in a box
operating voltage - 11000 volts - impedance: 4.05% - (estimated from 6 other similar transformers)*



WARNING

Arc Flash and Shock Hazard

Appropriate PPE Required

Flash Hazard Boundary = 1.4 m

Incident Energy = 16.4 J/cm² (3.9 cal/cm²)

At Working Distance of 610 mm

CAT 2 PPE REQUIRED

TO WORK ON OR OPERATE EQUIPMENT - WITHOUT APPROVED JSA

20CEF-TCU Fuses - Protecting Transformer CC47

*rating: 200kVA (3 phase)- feeder: CM832 - configuration: MINI - mounting: Ground - arc in a box
operating voltage - 11000 volts - impedance: 4.74% - (estimated from 149 other similar transformers)*

25.20.3 STATUS REPORT - CROMWELL DRINKING WATER UPGRADE PROJECT**Doc ID: 2593198**

Report Author:	Patrick Keenan, Capital Projects Programme Manager
Reviewed and authorised by:	Julie Muir, Group Manager - Three Waters

1. Purpose

To consider the progress of the Cromwell Water Treatment Upgrade Project.

The scope of work includes constructing a new water treatment plant near the McNab Road reservoirs and upgrading the source water take via construction of three bores near the Alpha Street playing fields.

The purpose of the project is to meet Drinking Water Quality Assurance Rules and enable growth.

Recommendations

That the report be received.

2. Discussion

The September 2025 status report for the Cromwell Drinking Water Upgrade project has been provided for information to Council (see Appendix 1).

3. Attachments

Appendix 1 - Cromwell Water Treatment Upgrade Project - Status Report September 2025 [↓](#)

Cromwell Water Treatment Upgrade – September 2025

Estimated Start: 01/07/2021	Estimated Finish: 01/05/2026	Funding Source: Long Term Plan	Project Stage: Execution
Executive Sponsor: Julie Muir	Project Owner: Andrew Watson	Programme Manager: Patrick Keenan	Project Manager: Adele Eyers

Key Stakeholders: Central Government, Ngai Tahu, Ratepayers Community Wide, Taumata Arowai, Utility Companies

Key Project Deliverables

Identify and construct water extraction and treatment plant to meet NZ Drinking Water Standards and provide sufficient capacity for growth.

Status Update	Next Steps
Building consents in progress for water treatment plant and motor control centre (MCC) buildings. Majority of pipeline construction adjacent to Alpha Street reserve has been completed Tree felling at the borefield and adjacent to Alpha St playing fields has been carried out. Third bore has been drilled. Cycleway has been reopened.	Commence construction of water treatment plant and motor control centre (MCC) buildings Building consent – Motor control centre building at borefield: Issued. High Voltage cabling at McNab Road Temporary protozoa barrier (UV container): Installation and commissioning Temporary borefield tie-ins cto support integration of existing and new plant while maintaining uninterrupted water supply to Cromwell.

Project Health

Flag	Previous Status	Current Status	Status Description
Overall Status	A	A	Programme being reviewed monthly to optimise the construction programme.
Finances	G	G	Tracking under budget.
Risks	A	A	May 2026 completion.
Issues	G	G	All long lead items have been procured.
Scope	G	G	Consent work and construction implementation ongoing
Communications	G	G	Stakeholder communications in place via face-to-face meetings, email and social media

Budget

Actual

Forecast

Budget

\$2,022,000

\$13,830,000

\$14,700,000

\$-

\$2,000,000

\$4,000,000

\$6,000,000

\$8,000,000

\$10,000,000

\$12,000,000

\$14,000,000

Project Issue / Risk Analysis – Key Rated Risks

I / R	Flag	Risk Name	Status Comments
Risk	A	Time over-run	The current project completion date is May 2026. This is beyond the Taumata Arowai deadline to have a protozoa barrier in place by December 2025.
Risk	A	Stakeholder Relationships	Borefield site: Trees removed on LINZ land. ORC, LINZ, Community, Contact Energy, Aurora and Iwi are being kept up to date throughout the project. Cycleway has been reopened.
Risk	A	Plant/material supply and delivery	Taumata Arowai has issued a directive to have a protozoa barrier in place by December 2025. temporary portable UV water treatment plant will be installed in October 2025.

Milestone Report

	Forecast Actual Stacked																													
	2024												2025												2026					
Phase Completion	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	
Initiation																														
Investigation																														
Design																														
Procurement																														
Execution																														
Completion																														

Cromwell Water Treatment Upgrade – September 2025



Progress Photos



Above – left & right: Establishing of new bore between Lake Dunstan and Cromwell cycleway



Above: Borehead pipeworks adjacent to Alpha Street reserve



Above: Pipework from borefield to rising main

25.20.4 STATUS REPORT - RANFURLY AND PATEAROA WATER TREATMENT PLANTS: PROTOZOA BARRIER INSTALLATION PROJECT

Doc ID: 2593063

Report Author:	Patrick Keenan, Capital Projects Programme Manager
Reviewed and authorised by:	Julie Muir, Group Manager - Three Waters

1. Purpose

To consider the progress of the Ranfurly and Patearoa Water Treatment Plants: Protozoa Barrier Installation Project.

The scope of work includes upgrading of water treatment plants at Ranfurly and Patearoa via installation of protozoa barriers (ultraviolet treatment).

The purpose of the project is to meet Drinking Water Quality Assurance Rules and improve resilience of the drinking water supplies for the two communities.

Recommendations

That the report be received.

2. Discussion

The September 2025 status report for the Ranfurly and Patearoa Water Treatment Plants: Protozoa Barrier Installation Project has been provided for information to Council (Appendix 1).

3. Attachments

Appendix 1 - Ranfurly and Patearoa Protozoa Barriers Project - Status Report September 2025 [↓](#)

Ranfurly and Patearoa Water Treatment Upgrades – September 2025



Estimated Start: 01/07/2021	Estimated Finish: 31/12/2025	Funding Source: CAPEX	Project Stage: Execution
Executive Sponsor: Julie Muir	Project Owner: Andrew Watson	Programme Manager: Patrick Keenan	Project Manager: Ejas Nazar

Key Stakeholders: Community Groups, Otago Regional Council, Ratepayers Directly Impacted, Taumata Arowai

Key Project Deliverables

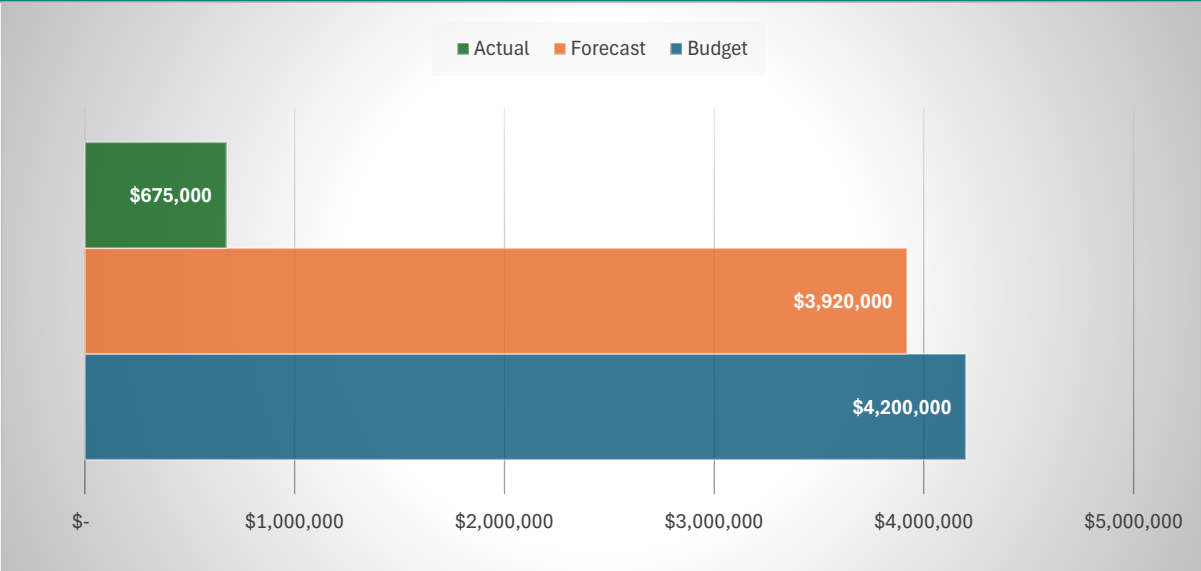
Provide treatment processes meeting New Zealand Drinking Water Quality Assurance Rules for protozoa treatment. Upgrade the water treatment plants for improved resilience.

Status Update	Next Steps
Preliminary design and Hazard and Operability Study (HAZOP) completed. Contractor established on site for the civil and pipeline works. Contractor finished pipework in Patearoa and moved to Ranfurly. Container concrete pads have been poured. The treatment plant container, UV reactors, and pre-filters have been delivered to the Fulton Hogan yard in Alexandra.	- Delivery of cartridge filter housing (note: potential delay) - Delivery of the Electrical switchboard - Progress with container fitout work in Fulton Hogan Alexandra yard - Progress with site works at Ranfurly and Patearoa sites.

Project Health

Flag	Previous Status	Current Status	Status Description
Overall Status	A	A	Fulton Hogan progressing with the physical works
Finances	G	G	On track – forecast is under budget.
Risks	A	A	Delay in construction due to extended lead times for critical components.
Issues	G	A	Filter housing fabrication in Australia has been delayed. Reviewing earlier delivery options.
Scope	G	G	On track - scope reviewed and clarified before award of contract.
Communications	G	G	Community updates will be ramped up as construction progresses.

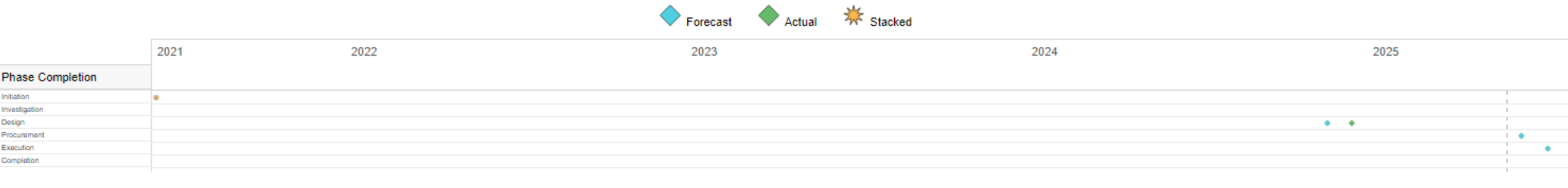
Budget



Project Issue / Risk Analysis – Key Rated Risks

I / R	Flag	Risk Name	Status Comments
Risk	A	Council reputation	If the project is delayed, then the two sites will continue to not meet Drinking Water Quality Assurance Rules. This will create negative attention from Taumata Arowai and the public impacting Council's reputation. The Ranfurly site is having a temporary UV treatment barrier installed via loan from Selwyn District Council
Risk	A	Plant/material supply and delivery	Several councils across the country are facing similar situations and are planning to upgrade their facilities with UV and Cartridge filter -based treatment solutions. This could potentially increase lead times and delay the delivery of the required equipment.

Milestone Report



RAG Legend: Green – On Track, Amber – At Risk, Red – Critical



Ranfurly and Patearoa Water Treatment Upgrades – September 2025

Progress Photos



Above –Ranfurly water treatment plant site. Red box is where containerised water treatment plant will be installed.



Above – Container in Alexandra ready for equipment installation



Above –Ranfurly water treatment plant site. Concrete building slab being poured



Above – Patearoa water treatment plant site. Water intake and pipeline works.

25.20.5 STATUS REPORT - ALEXANDRA WATERMAINS RENEWALS PROJECT**Doc ID: 2593062**

Report Author:	Patrick Keenan, Capital Projects Programme Manager
Reviewed and authorised by:	Julie Muir, Group Manager - Three Waters

1. Purpose

To consider the progress of the Alexandra Watermain Renewals Project.

The purpose of the project is to renew existing watermains replacing ageing infrastructure and improving resilience.

The scope of work includes two key sites: Bridge Hill and Enterprise Street.

Recommendations

That the report be received.

2. Discussion

The September 2025 status report for the Alexandra Watermain Renewals Project has been provided for information to Council (Appendix 1).

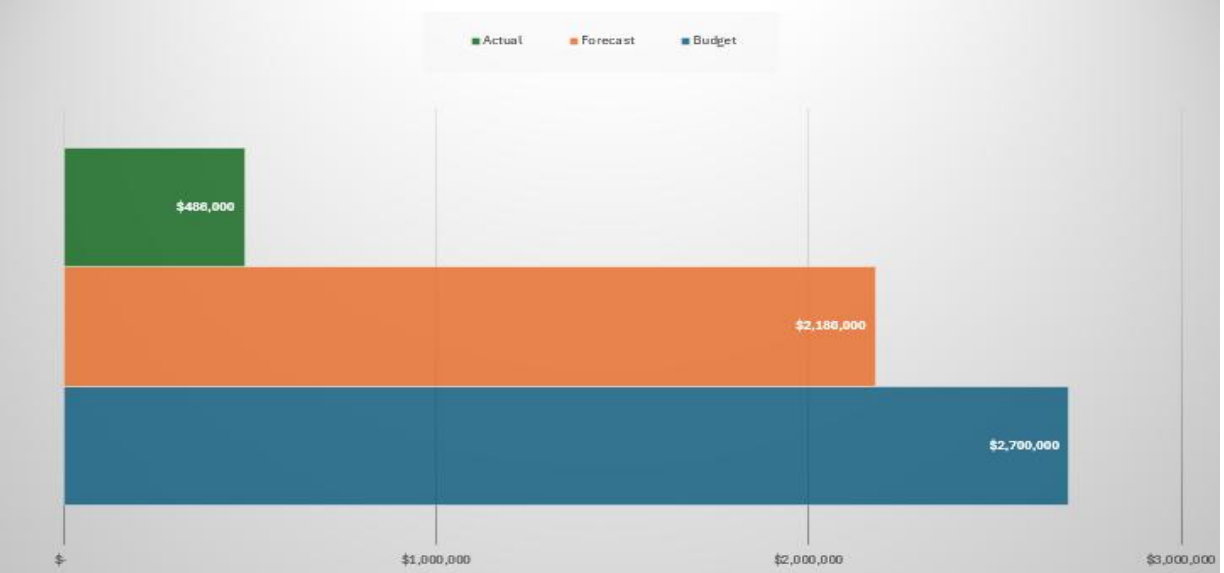
3. Attachments

Appendix 1 - Alexandra Watermain Renewals Project - Status Report September 2025 [↓](#)

Alexandra Water Main Renewals – September 2025

Estimated Start: 01/07/2022	Estimated Finish: 31/12/2025	Funding Source: Long Term Plan	Project Stage: Execution
Executive Sponsor: Julie Muir	Project Owner: Andrew Watson	Programme Manager: Patrick Keenan	Project Manager: Josh Wight
Key Stakeholders: Community Groups, Land Information New Zealand (LINZ), Ratepayers Directly Impacted, Utility Companies			
Key Project Deliverables			
Replacement of identified ageing watermain on Bridge Hill and Enterprise Street. Improve resilience and cater for growth.			
Status Update		Next Steps	
HEB has completed the installation of the pipework on Enterprise St, with final reinstatement works being undertaken. The Bridge Hill portion of works has commenced with the establishment of the one way system on Earnsclough Rd. The traffic management will change to a traffic light system once a safe distance away from State Highway 8 (also know as The Half Mile).		Fully complete Enterprise Street works. Progress through the Earnsclough Road section as efficiently as possible to minimise disruption to stakeholders wherever feasible.	

Project Health			
Flag	Previous Status	Current Status	Status Description
Overall Status	G	G	Project has entered construction phase with work nearing completion on Enterprise Street and crews establishing to Bridge Hill.
Finances	G	G	On track.
Risks	G	A	Potential construction activity disruption.
Issues	G	G	No current issues to report
Scope	G	G	On track.
Communications	G	G	Work on Enterprise Street with Dunstan High School and residents was well communicated considering the level of disruption. Early communications with residents at Bridge Hill is a daily work on from both Council staff and HEB contracting.

Budget		Project Issue / Risk Analysis – Key Rated Risks		
		I / R	Flag	Status Comments
		Risk	A	Construction activity may cause significant noise and vibration emissions along with effects to the flow of traffic in the area. Regular monitoring and adjustments will be required.
		Risk	G	Pipeline construction will likely require extensive rock breaking, creating reasonable levels of noise and vibration. Traffic management will create some disruption.
		Risk	A	There is a high likelihood of encountering significant rock on the proposed Bridge Hill alignment. This will require removal to install the pipe to specification.
		Issue	G	East bound lane on Earnsclough Road between SH8 and Aronui Road has a detour in place. Traffic lights to be installed once a safe distance from SH8. This may cause further disruption to road users in the area. Communications will be distributed to the public on specific details as the project progresses.

Milestone Report					
	Forecast Actual Stacked				
	2021	2022	2023	2024	2025
Phase Completion					
Initiation					
Investigation					
Design					
Procurement					
Execution					
Completion					



Alexandra Water Main Renewals – September 2025

Progress Photos



Above: Installation of watermain and laterals to property boundaries on Enterprise Street (opposite Dunstan High School)



Above: Watermain pipe welding Gillaly Way



Installation of watermain Earnsclough Road



Traffic management Earnsclough Road State Highway 8 intersection

25.20.6 OCTOBER WASTEWATER COMPLIANCE STATUS UPDATE**Doc ID: 2598910**

Report Author:	Joyce Thomas, Sampling and Compliance Monitoring Team Leader
Reviewed and authorised by:	Julie Muir, Group Manager - Three Waters

1. Purpose

To consider progress on achieving Otago Regional Council Consent (ORC) compliance for Central Otago District Council (CODC) wastewater activities.

Recommendations

That the report be received.

2. Discussion

Council has seven wastewater treatment plants located at Cromwell, Alexandra, Lake Roxburgh Village, Roxburgh, Omakau, Ranfurly and Naseby.

In January 2023, the Otago Regional Council (the ORC) audited the wastewater treatment plants (WWTP). The audit identified several maintenance issues and non-compliances with resource consent conditions, resulting in issuing of abatement notices for five of our wastewater treatment plants.

Of the five, Alexandra, Cromwell and Naseby have had abatement notices lifted (Alexandra in May 2024, Cromwell July 2024 and Naseby in May 2025). The remaining two sites (Roxburgh and Ranfurly) are still under abatement notices. The current compliance dates are as follows: Roxburgh by 30th April 2026 and Ranfurly by 30 June 2026.

This report provides an update on the progress of the works to address these issues.

Site Specific Status Updates

A high-level summary for each site is provided below.

Roxburgh

The additional monthly effluent monitoring is being undertaken as part of the abatement notice extension. Results from both August and September 2025 show that the effluent was compliant with individual sample limits across all monitored parameters, including total nitrogen.

These results suggest that recent desludging and improvements to aeration may be contributing positively to nitrogen removal. While it is still early to draw firm conclusions, this is an encouraging sign. Staff will continue to monitor the results closely.

Ranfurly

Tendering is underway for the desludging of the pond and constructed wetlands. Physical works are scheduled to begin around mid- November.

Once desludging is complete, restoration of the wetland is required to lift the abatement notice on the current consent.

Council is still waiting on National Performance Standards for Wastewater discharges to be released by The Water Regulator Taumata Arowai. These are now expected to be in December. Early engagement on the proposed standards indicated that the discharge at Ranfurly may not meet the new performance standards due to the way in which dilution is assessed.

For this reason a review of discharge options will be undertaken for the Ranfurly site prior to wetland restoration starting to determine the most cost-effective way forward to meet future standards. It may be more cost effective to abandon the wetland and move to a land discharge if this is needed to meet the new standards.

Consultants Pattle Delamore Partners (PDP) are providing an offer of service to undertake this review. A report will be provided to Council in the middle of 2026 when all information is available.

3. Attachments

Nil

25.20.7 HEAVY VEHICLE PERMITS - 2025/26 FEE AMENDMENTS

Doc ID: 2598511

Report Author:	Holly Laverick, Roading Asset Engineer
Reviewed and authorised by:	Quinton Penniall, Acting General Manager - Planning and Infrastructure

1. Purpose of Report

To consider amending the Heavy Vehicle Permit fees and charges to ensure consistency with the Land Transport Rule: Vehicle Dimensions and Mass 2016 and Land Transport (Offences and Penalties) Regulations 1999.

Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Agrees to the proposed amendments to the Fees and Charges Schedule 2025/26.

2. Background

To reflect the increased administrative and safety assessment requirements, particularly for posted bridges, fees for heavy vehicle permits were introduced in the Fees and Charges Schedule 2025/26. Previously, no fees were applied to heavy vehicle permits.

The currently agreed fees are:

HEAVY VEHICLE PERMITS	Fee (\$) inc GST
Permit Application	195
Structural Engineering Checks	At Cost
Overload of Posted Structure	At cost + disbursements + 15%
Damage to Structure	At Cost + disbursements + 15%
Project Works (Maintenance, Damage over and above normal levels)	At Cost

3. Discussion

Following the introduction of the fees in 2025/26, it was identified that prescribed fees already exist under the Land Transport Rule: Vehicle Dimensions and Mass 2016.

To align with the Land Transport Rule, the following amendments to the Fees and Charges Schedule are proposed:

OVERWEIGHT VEHICLE PERMITS	Fee (\$)
Application for each single, multiple trip, or linked permit where 3 or more working days available for processing	18.18
Application for each single, multiple trip, or linked permit where less than 3 working days available for processing	27.27
Application for each continuous permit where 3 or more working days available for processing	54.55
Application for each continuous permit where less than 3 working days available for processing	63.64
Application for renewal of each continuous permit where 3 or more working days available for processing	9.09
Application for renewal of each continuous permit where less than 3 working days available for processing	18.18
Structural Engineering Checks, if required	At Cost

OVERWEIGHT VEHICLES – OTHER FEES	Fee (\$)
Damage to Structure	At Cost + disbursements + 15%
Project Works (Maintenance, Damage over and above normal levels)	At Cost
Bridge Engineering Supervision	At Cost

The category “Overload of Posted Structure” has been removed, as the Land Transport (Offences and Penalties) Regulations 1999 outlines the penalties for bridge overloading.

4. Financial Considerations

As the number of posted bridges increased, permit processing became more time-consuming, prompting the introduction of fees to reflect actual time spent. However, the current fee structure is not compliant with the Land Transport Rule.

The proposed fee structure complies with regulations and, while lower than the existing schedule, helps reduce the risk of disputes and supports partial cost recovery. It includes provisions to recover costs for complex enquiries requiring engineering input, ensuring applicants cover the cost of non-standard applications.

5. Options

Option 1 – (Recommended)

Amend the Fees and Charges Schedule

Advantages:

- Aligns with government regulations.

Disadvantages:

- Proposed fees are lower than the current Fees and Charges Schedule values.

Option 2

Retain current fees

Advantages:

- Better reflects actual permit processing and administrative effort.

Disadvantages:

- Does not comply with regulatory guidelines.
- May discourage operators from applying for permits due to cost.
- Could lead to disputes with operators, due to inconsistency with regulation.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision supports the economic wellbeing of communities by improving the management of overweight permits and ensuring roads and structures are properly assessed for heavy vehicle movements.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes
Considerations as to sustainability, the environment and climate change impacts	No impacts are expected.
Risks Analysis	Non-compliance with regulations could lead to disputes and poses a financial risk to Council.
Significance, Consultation and Engagement (internal and external)	Consultation not required, as the proposed fees are regulated.

7. Next Steps

Update the Fees and Charges Schedule 2025/26.

8. Attachments

Nil

25.20.8 REQUEST BY CROMWELL COMMUNITY BOARD FOR USE OF CROMWELL RESERVES CONTRIBUTION FUND

Doc ID: 2597592

Report Author:	Rebecca Williams, Community Development Lead
Reviewed and authorised by:	Louise Fleck, Group Manager - People and Culture, Acting Group Manager - Community Vision

1. Purpose of Report

To consider a request from the Cromwell Community Board to use the Cromwell Reserves Contribution Fund for developments on the Cromwell Bike Park by reimbursing a grant application from the Cromwell Bike Park Inc.

Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Accepts the Cromwell Community Board's request to reimburse the Cromwell Community Board community grants account from the Cromwell Reserves Contributions fund account, for the Cromwell Bike Park Inc grant application of \$20,000.

2. Background

At its meeting held on 16 September 2025, the Cromwell Community Board considered applications for the 2025/26 Community Grants round.

The Board received an application from the Cromwell Bike Park Inc. for three different projects: the installation of shade sails, irrigation system improvements and a new storage container. The Board resolved to provide a grant to the Bike Park Inc. for \$20,000 towards the shade sail installation and the irrigation system improvements.

During discussion, it was mooted that these projects should be funded from the Cromwell Reserves Contribution Fund, as that fund is collected as part of the resource consent process for new developments to contribute towards the development of reserves, which these projects are.

Given the delegation on the use of Cromwell reserves now rests with Council and the Board wanted to provide the Cromwell Bike Park Inc with certainty, they approved the grant and are now seeking permission from Council for reimbursement of the amount from the Cromwell Reserves Contribution Fund.

The Board resolved that:

- A. Receives the report and accepts the level of significance.
- B. Approves a grant of \$30,000 to the Cromwell Early Learning Centre Inc. towards the subdivision, change in use and building consent costs of the Centre's expansion.

- C. Approves a grant of \$20,000 to the Cromwell Bike Park Inc towards the purchase and installation of shade sails and a new irrigation system, subject to formal approval being received from the CODC Parks Department for the installation of both projects.
- D. Recommends the Council reimburse the Cromwell Community Board community grants account from the Cromwell Reserves Contributions Fund for the Cromwell Bike Park Inc grant application.

3. Discussion

The Bike Park is a well-used and enjoyed recreational facility in Cromwell which forms part of the social infrastructure of the area.

The Cromwell Bike Park Inc. has managed and developed the Cromwell Bike Park facilities at the Neplusultra Street Reserve since 2012. Facilities include a learn to ride section, pump track, jump park and BMX track. The bike park offers a space where riders can learn and develop the fundamental skills of bike riding before taking on more challenging terrain across the district.

The Cromwell BMX Club is one of the users of the park, and their membership has grown from 23 members to just under 50 members over three years. The Club advises that the growth is due to a range of factors including the quality of the facilities, as well as new families arriving in the area.

The Cromwell Community Board has been supportive of the development at the Bike Park. In 2014, the Board provided \$46,000 towards the establishment of the park and in 2022 an additional \$49,330 was allocated from the Cromwell Reserve Contribution Account towards an upgrade of the park. In addition, Council installed new toilets at the park in 2023/24, at a cost of approximately \$235,000.

The two projects that the Board agreed to support as part of the community grant process are the installation of the shade sails and irrigation system improvements. The shade sails are to provide shade now that the trees on the park have been removed and the irrigation system improvements are to water the jump line on the track, to ensure it doesn't dry out and become dangerous. The Bike Park Inc. hopes to replace the existing manual hose system that is in place.

The Bike Park Inc has been in discussions with the Parks Department, who have given their approval for the two projects and the Bike Park Inc. is now finalising the irrigation arrangements with the Three Waters department.

4. Financial Considerations

As at 30 June 2025, the balance of the Cromwell Reserves Contribution Fund was \$2,804,760.

Financial reserves are a function of the revenue stream that goes into them. For this particular fund, the revenue is derived through fees paid by developers as a contribution to

recreation reserves in the Cromwell ward. As such, this fund can only be used for this purpose in the Cromwell ward.

The Cromwell Community Board has \$50,000 to distribute annually in its community grant budget.

The Board is seeking permission to reimburse its community grants line item by the \$20,000 it allocated to the Cromwell Bike Park Inc. for the Cromwell Bike Park improvements, from the Cromwell Reserves Contribution Fund line item.

5. Options

Option 1 – (Recommended)

To reimburse the Cromwell Community Grants line item \$20,000 from the Cromwell Reserves Contribution Fund.

Advantages:

- Reserve improvements are funded from the Reserve Contribution Fund.
- Grant funding is reimbursed, allowing a 2nd funding round in the 2025/26 financial year.
- Supports the Cromwell Community Board's decision.

Disadvantages:

- The Cromwell Reserves Contribution fund will have less money available for other planned projects, such as the Cromwell Racecourse Reserve project.

Option 2

Do not reimburse the Cromwell Community Grants line item \$20,000 from the Cromwell Reserves Contribution Fund.

Advantages:

- The Cromwell Reserves Contribution Fund will be available for use for other projects.

Disadvantages:

- There will be no second round for the 2025/26 Cromwell Community grants.
- Does not support the Cromwell Community Board's decision.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables democratic local decision making and action by, and on behalf of communities by reimbursing a contestable funding pool that enables projects to be delivered in the community that enhance wellbeing..
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes, this decision is consistent with the Grants Policy and Development and Financial Contributions Policy.

Considerations as to sustainability, the environment and climate change impacts	There is no direct impact.
Risks Analysis	No risks have been identified in the funding application. It is each grant recipient's responsibility to obtain and/or have in place the appropriate consents, plans and licences (including resource consent, health and safety plans etc.) as required by legislation, agencies, property owners and/or individuals to undertake the projects.
Significance, Consultation and Engagement (internal and external)	The Chief Financial Officer has reviewed the report. No further consultation is required.

7. Next Steps

Staff will action the outcome of the decision by making the appropriate journal in the financial system and advertising the availability of a second community grants funding round in Cromwell, or not.

8. Attachments

Nil

25.20.9 QUARTERLY PERFORMANCE AND BUSINESS REPORTING

Doc ID: 2606109

Report Author:	Amelia Lines, Risk and Procurement Manager
Reviewed and authorised by:	Saskia Righarts, Group Manager - Governance and Business Services

1. Purpose

To consider the first quarterly iteration of 2025/26 business reporting.

Recommendations

That the report be received and its contents noted.

2. Discussion

Background

In previous years, Central Otago District Council (CODC) has undertaken a business planning process, through which items of note for the year are documented and reported upon. For 2025/26, this approach has been changed in order to develop business reporting, rather than planning as we have other regular planning processes (e.g., annual and long-term plans). The intention is to provide relevant and meaningful data and project updates to executive leaders and Council in order to drive discussion and monitor progress.

Reporting Overview

The report at Appendix 1 provides details of performance measures, data items, and project updates from across the organisation in relation to the first quarter of 2025/26.

Performance measures defined in the 2025/34 Long-Term Plan (LTP) are included where reporting is possible on a quarterly basis; other LTP performance measures will be reported upon annually.

Departmental data items have been included to highlight key work completion across the quarter, and in some cases, to provide additional context to reported performance measures. As with the performance measures, some data items cannot be reported quarterly, and as such, the quarterly business reporting will change and develop as the year progresses. Some data items will be reported six-monthly and others annually. In addition to data being reported at differing frequencies, there will also be development across the year that will allow additional reporting to be provided, ensuring the reporting remains agile and flexible.

Quarter One (Q1) 2025/26 (July, August, September)

The results for performance measures in Q1 show a positive trend, with 78.8% of the 71 reported measures being met. Of the 16 measures that did not achieve target, 14 relate to Water Services, one to Solid Waste, and one to Planning. Details are shown in the table below.

Activity	Number of Measures Achieved	Number of Measures Not Achieved	Total Number of Measures Reported (Q1)
Community, Economic & Strategic	3	0	3
Environmental	2	1	3
Governance and Business Services	2	0	2
Planning and Regulatory	5	1	6
Property and Community Facilities	2	0	2
Roading	2	0	2
Water	25	13	38
Wastewater	7	1	8
Stormwater	8	0	8
Totals	56	16	72

Whilst the performance measure for completion of resource consents has not been met, it should be noted that the result is the highest achievement in over 12 months, and the third quarter of continued improvement. In addition to this, whilst the waste to landfill performance measure has not been achieved, further analysis shows that waste to landfill per person, rather than per property, remains consistent as opposed to increasing. Non-achievement of water performance measures continues to relate to increased legislative requirements.

Data items show that numbers of visitors to the district's libraries and pools are strong, with the number of pool visits in the quarter at over 31,000 and the number of library visitors in the quarter at over 44,000.

Fast Track applications continue to be monitored. Whilst no applications have been lodged at the time of writing, it is anticipated that CODC will receive at least one lodgement in the near future. Two items within the district are currently on the Schedule 2 Fast Track List, confirming their eligibility for application lodgement.

Work has been ongoing over the quarter to deliver training and workshops to staff across multiple disciplines including resilience, communication, leadership, and civil defence.

With an annual target of 15 full-time placements, the Mayor's Taskforce for Jobs placements in the quarter are ahead of target, with six full-time placements and one casual placement achieved.

Ongoing reporting will monitor and analyse trends as the year progresses.

3. Attachments

Appendix 1 - Organisational Business Reporting Q1 2025/26 [↓](#)



Organisational Business Reporting

Q1 2025 (July, August, September)

Organisational Business Planning Overview



Q1 2025/26 – July, August, September 2025

Reporting Overview

- **Performance Measures** – as defined in the 2025/34 Long-Term Plan. Only measures that can be reported against quarterly are included in this report. Where an annual measure has been defined, this will be provided by Q4 2025/26. Trends in quarterly results will be reported as the year progresses.
- **Departmental Reporting Items** – these items are not targeted, but provide an overview of additional activities that are not included as Performance Measures.
- **Data infographics** – these are intended to provide a snapshot of occurrences over the quarter. Where annual figures are provided, this is clearly stated.
- **Quarterly Tracking** – by Q4 this will show the increases and decreases in key activities undertaken over the year.
- **Project Updates** – key projects updates have been provided, with projects broken down into several categories:
 - Capital
 - Capital – Land Development
 - Operational
 - Strategic

Key

LTP-defined Performance Measures:

Performance Measure	Target	Result Q1	Trend

Departmental Reporting Items:

Reporting Item	Result Q1	Commentary

Group: Infrastructure, Planning, and Regulatory
Department: Regulatory



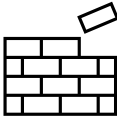
Q1 2025/26 – July, August, September 2025

Performance Measure	Target	Result Q1	Trend
Percentage of building consents issued within the statutory timeframe	>97%	97.78%	N/A Q1
Percentage of Land Information Memorandums (LIMs) issued within the statutory timeframe	>99%	100%	N/A Q1
Percentage of applications for the registration of food businesses completed within 10 working days	>90%	100%	N/A Q1
Percentage of food business verifications carried out within the required Food Act 2014 performance-based verification frequency	>90%	99%	N/A Q1
Percentage of corrective action requests and improvement notices resulting from non-conformances/compliances are completed within the specified period (food businesses)	>90%	98%	N/A Q1

6,449 Dog
Regos
completed



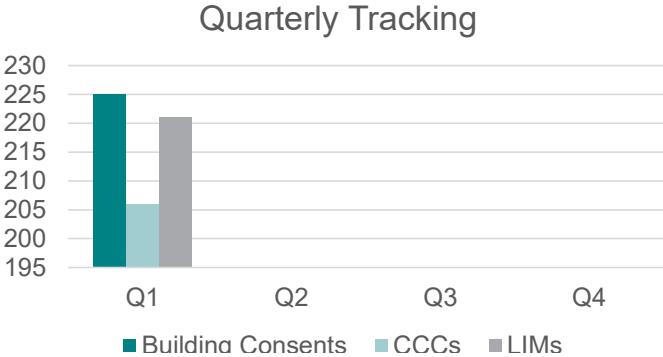
225 Building
Consents
processed
Value:
\$65,321,861



206 CCCs
issued
Value:
\$58,772,846



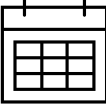
90% Animal
Control Service
Requests
completed



221 LIMs issued



76%
inspections
completed
within 3
working days



Group: Infrastructure, Planning, and Regulatory

Department: Infrastructure

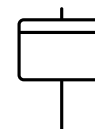


Q1 2025/26 – July, August, September 2025

Performance Measure	Target	Result Q1	Trend	Commentary
Average length of time to issue a consent for access to a road	≤ 2 days	1.4 Days	N/A Q1	
Change from previous year in number of fatalities and serious injury crashes on local roading network	Stable or decreasing trend	1	N/A Q1	2024/25 = 11 2023/24 = 4 2022/23 = 4 2021/22 = 9
Total amount of waste to landfill per rateable property	Incremental year-on-year reduction	136kg	N/A Q1	The target has not been met, likely due to growth in the district, resulting in more people generating waste. Additionally, increases in construction and demolition activity have contributed to higher waste volumes. While the waste per rateable property has increased, analysis shows that the waste generated per person has remained consistent, suggesting the increase is linked to population growth rather than increased waste generation. There is still a 12% reduction from the same quarter in 2023/24.
Compliance with resource consents for transfer stations, closed and operational landfills	> 90% compliance	94%	N/A Q1	

Roading Maintenance

7 Emergency
Roading works
completed



96% Public
call action
completion



Pre-metalling and pre-seal work activities near completion. Metalling and re-sealing to commence in October.

Maintenance grading continued throughout the quarter in Maniatoto, Tarras, Alexandra, and Teviot Valley. Ida Valley and Cromwell maintenance grading completed within the quarter.



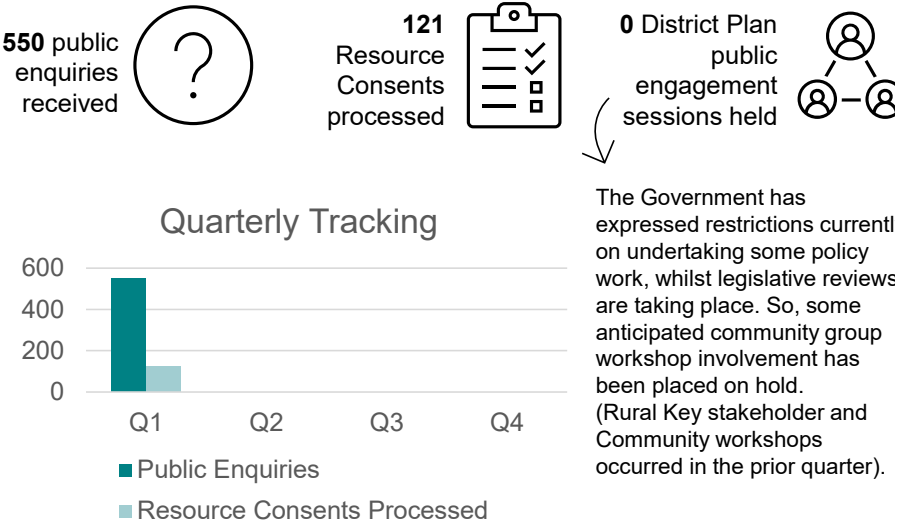
Group: Infrastructure, Planning, and Regulatory
Department: Planning



Q1 2025/26 – July, August, September 2025

Performance Measure	Target	Result Q1	Trend	Commentary
Resource consents processed within statutory timeframes	Resource consents processed within statutory timeframe ≥ 95%	82%	N/A Q1	The quarter statistical performance of 82%, has built on the two previous quarters which have shown an upward trend in performance and additionally is also the best result obtained within the last 5 quarters. Incremental increases reflect the work undertaken to utilise new consultants through the recent established consultant approved panel list to assist with ongoing resourcing shortfalls and continued focus with our internal team on efficiencies that can be gained via the legislative tools available to them to improve statistical timeframe turnaround performance, such as obtaining s.37 from applicants where appropriate.

Fast Track Application	Status	Commentary
Matakanui Gold Limited (a wholly owned subsidiary of Santana Minerals Limited) The Bendigo-Ophir Gold project is to establish and operate an open pit and underground gold mine on Bendigo and Ardour Stations in Central Otago.	Confirmed on Schedule 2 List, not yet lodged	Currently within our region we still have just the Two Fast Track applications that made the Schedule 2 list. Only one of these parties are having pre lodgement discussions with us, but they have not yet formally applied for a substantive application. (Matakanui Gold Limited).
IZ Ski Limited Remarkables Ski Area Upgrade and Doolans Expansion Otago Housing and Land Development. The project is to upgrade the Remarkables existing infrastructure and expand the existing Remarkables Ski Area into the adjacent Doolans Basin in Otago.	Confirmed on Schedule 2 List, not yet lodged	Anecdotally we are starting to see the beginning of interest in potentially other parties possibly looking to explore the earlier referral process to try and obtain the same Fast Track application status.



Group: Community Experience

Department: Libraries



Q1 2025/26 – July, August, September 2025

Reporting Item	Result Q1	Commentary
Door count – foot traffic through CODC libraries	44508	An increase door count from last quarter by 1530. Slight increase over all libraries.
Issues – number of hard copy items issued from CODC libraries	38395	The previous quarter was 37104. An increase of over 12,000 extra issues.
WiFi access – how many times WiFi is logged into at CODC libraries	6047	WiFi access is steady with a slight increase at Cromwell library.
APNK computer use – the number of times public computers are logged into across CODC libraries	1,205	APNK use for the previous quarter was 1097. There has been a slight increase in computer use this has been spread out over all libraries.
eResource issues include: - eAudio books - eBooks - eMagazines - eMovies	47,327	This is a slight increase from the previous quarter, with eResource use trending up. This is an international trend which we expect to keep seeing. *This is part of a consortium with QLDC and statistics include both QLDC and CODC library members.

96%
Satisfaction
rate from the
annual resident
survey



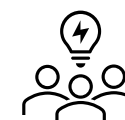
234 New
members



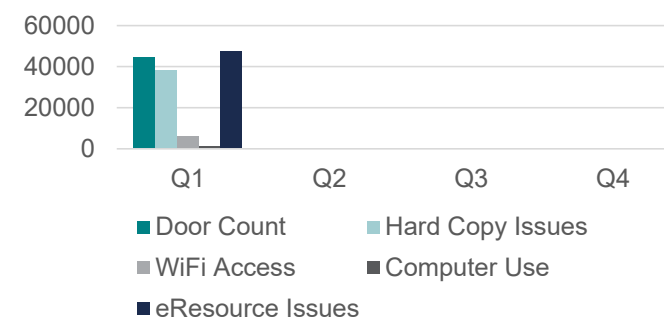
4423
Print jobs
completed



174 Events
with a total
of **949**
attendees



Quarterly Tracking

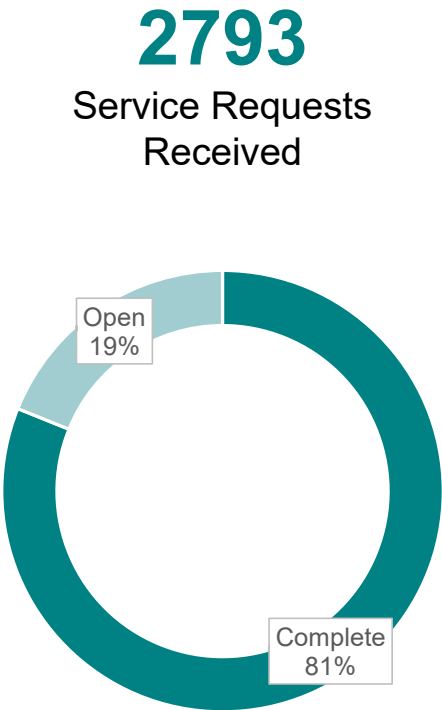


Group: Community Experience

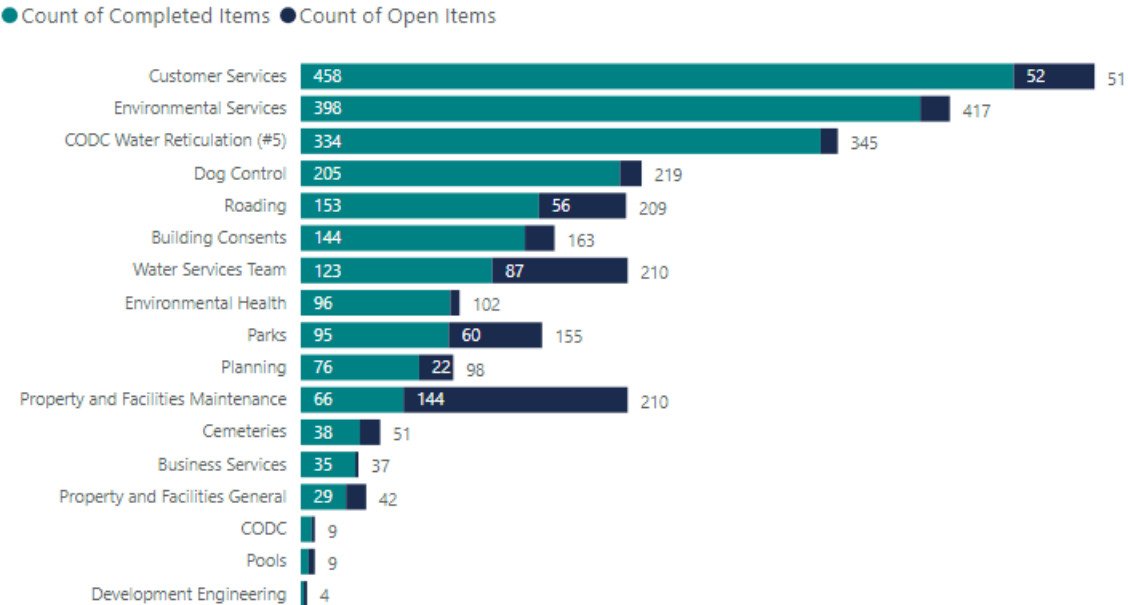
Department: Customer Service



1 2025/26 – July, August, September 2025



Requests Per Department



Group: Community Experience

Departments: Property & Pools

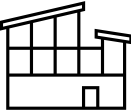


Q1 2025/26 – July, August, September 2025

Performance Measure	Target	Result Q1	Trend
Each building will be assessed at a frequency required to meet Building Act and Code of Compliance requirements	Full Compliance	Full Compliance	N/A Q1
To meet all Civil Aviation Authority (CAA) requirements for certified airports	Full Compliance	Full Compliance	N/A Q1

Reporting Item	Result Q1	Commentary
Occupancy numbers in EPH units - Alexandra	100%	
Occupancy numbers in EPH units - Cromwell	100%	
Occupancy numbers in EPH units - Clyde	100%	
Occupancy numbers in EPH units - Stanfurly	73%	Vacancies as a result of tenants either moving into care facilities or passing away. Applicants on the waiting list have a preference for areas.
Occupancy numbers in EPH units – Roxburgh	100%	

407 bookings across 10 community facilities



2,962 swim school enrolments (2024/25)



31,320 Visits across Cromwell and Alexandra Aquatic Centres



5 Instances of public toilet vandalism



Toilet Location	Vandalism
Molyneux Scoreboard Toilets	Faecal matter smeared throughout the facility
Molyneux Playground Toilets	Smashed glass
Pioneer Park Toilets	Soap dispensers ripped off the wall
Weatherall Creek Toilets	Smashed toilet bowl, dispensers smashed required temporary Portaloos

Group: People and Culture

Department: HR and Health & Safety



Q1 2025/26 – July, August, September 2025

Reporting Item	Q1 Result	Commentary
Engagement survey response level	78% participation	Biennial staff engagement survey completed August – September. Ask Your Team's local government sector participation benchmark is 67.2%, with CODC exceeding this by 11%.
Average time to recruit	39 days	Based upon 22 positions across the quarter
Vacancies as at end of quarter	12	Vacancies include: Data Engineer, Regulatory Services Manager, Monitoring & Enforcement Officer, Land Development Engineer (to be advertised), Water Services Graduate Engineer, and pool crew. Four vacancies are not in active recruitment as previous attempts at recruitment have been unsuccessful and there has been little to no change in the market since.
Turnover	July 1.48%, August 0.49%	September figures not available at time of reporting

21 Inductions
(H&S, IS, P&C,
Civil Defence,
Sustainability)



7 Health &
Safety training
sessions
attended by **184**
staff members



Wellbeing &
Resilience Talk at
mid-year event
with **150**
attendees



7 Externally
provided training
sessions, with a
total of **120**
attendees



10 Employee
H&S incidents
logged



37 Public
H&S incidents
logged



7 Contractor
H&S incidents
logged



Group: Governance and Business Services



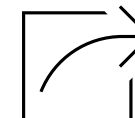
1 2025/26 – July, August, September 2025

Performance Measure	Target	Result Q1	Trend
he number of complaints regarding Council democratic processes upheld by the Ombudsman or Privacy Commissioner (Governance)	Nil	Nil	N/A Q1
umber of upheld complaints relating to breaches of privacy (IS)	Nil	Nil	N/A Q1

Reporting Item	Result Q1	Commentary
Preventative maintenance tasks completed (IS)	120 from 136	4 have been cancelled relating to MAGIQ Document Usage, this is due to change of Team Leader for Information Management. 2 on hold/no WIP relate to User Audit and Representative Systems Stand-up in TIMG DR. This is due to workload on the ICT Team. - The 10 Open/WIP will be completed in the coming months, again relating the above-mentioned staff change and workload.



0 Critical cybersecurity incidents



24 LGOIMAs Processed

0 Privacy Act breaches reported to Privacy Commissioner



1 Privacy Act breach investigation



In dealing with a dog barking complaint, the ACO provided the complainants cell phone number to discuss the complaint. The customer has received an apology.

CODC Credit Rating
(May 2025):
AA Stable



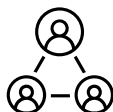
Group: Community Vision



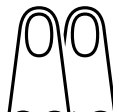
1 2025/26 – July, August, September 2025

Performance Measure	Target	Result Q1	Trend	Commentary
Percentage of budgeted annual community grants funding awarded to community organisations	80%	On Target	N/A Q1	First of two grants round held with 88.98% of total grant budgets spent. NB this excludes the TVCB grants which are being reserve funded.
Percentage of Council administered documents in the policy and strategy register are current and have been reviewed within specified timeframes	> 80%	93.58%	N/A Q1	
Economic Development representatives regularly attend business group and other community group meetings throughout the year	Attend minimum of 12 business group meetings per annum	6 Unique Events	N/A Q1	

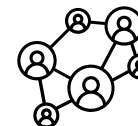
Mayor's Taskforce for Jobs placements YTD:
6 permanent
1 casual



Second Women's Wednesdays 10-week programme at Cromwell Pool began



4 Community engagement projects facilitated (including elections campaign)



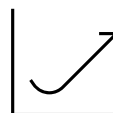
3 Startup Central events held



Welcoming Week 2025 celebrated in September in collaboration with REAP, linking with the festival of Adult Learning. Highlights included a language taster night and



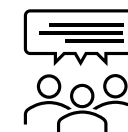
Annual Job Growth
(March 2025)
0.4% job growth in Central Otago vs -1.4% nationally



35 Media releases uploaded to website



Analysis of resident opinion and service request surveys presented to Council



Group: Three waters Water Supply

1 2025/26 – July, August, September 2025



Performance Measure	Target	Q1 Result	Trend	Commentary
Fault response time to <u>urgent</u> callouts: • Attendance	Target median time to get to site ≤ 1 hour	16 mins	N/A Q1	
Fault response time to <u>urgent</u> callouts: • Resolution	Target median time to resolve ≤ 6 hours	2 hours	N/A Q1	
Fault response time to non-urgent callouts: • Attendance	Target median time to get to site ≤ 4 days	2 hours & 45 mins	N/A Q1	
Fault response time to non-urgent callouts: • Resolution	Target median time to resolve ≤ 5 days	1 day, 1 hr & 34mins	N/A Q1	
Total number of customer complaints for: • Water clarity • Water taste • Water Odour • Water pressure and flow • Continuity of water supply • Responses to water service requests	≤ 20 per 1,000 connections	1.07	N/A Q1	

Group: Three waters Water Supply

1 2025/26 – July, August, September 2025



Supply	Performance Measure	Target	Q1 Result	Commentary
Lake Dunstan Water Supply Large Supply - >500 people)	Bacteriological Compliance			
	h) T3 Bacterial Rules	Compliant	All met (100%)	
	j) D3.29 Microbiological Monitoring Rule	Compliant	All met (100%)	
	Protozoal Compliance			
Dromwell Water Supply Large Supply - >500 people)	i) T3 Protozoa Rules	Compliant	All met (100%)	
	Bacteriological Compliance			
	h) T3 Bacterial Rules	Compliant	Partially met (37%)	Bacteriological Non-compliance related to chlorine contact, retention time and SCADA monitoring. Treatment plant, SCADA upgrade and rising main will address the non-compliance.
	j) D3.29 Microbiological Monitoring Rule	Compliant	All met (100%)	
Dmakau/Ophir Water Supply Medium Supply - 101-500 people)	Protozoal Compliance			
	i) T3 Protozoa Rules	Compliant	None met (0%)	No Protozoa treatment in place. Treatment plant upgrade currently underway will address the non-compliance.
	Bacteriological Compliance			
	c) T2 Treatment Monitoring Rules	Compliant	All met (100%)	
	f) T2 Chlorine Rules	Compliant	All met (100%)	
	g) D2.1 Distribution System Rules	Compliant	All met (100%)	
	Protozoal Compliance			
	c) T2 Treatment Monitoring Rules	Compliant	All met (100%)	
	d) T2 Filtration Rules	Compliant	All met (100%)	
	e) T2 UV Rules	Compliant	None met (0%)	Protozoal Non-compliance related to no UV treatment

Group: Three waters Water Supply

Q1 2025/26 – July, August, September 2025



Supply	Performance Measure	Target	Q1 Result	Commentary
Ranfurly Water Supply (Large Supply - >500 people)	Bacteriological Compliance			
	h) T3 Bacterial Rules	Compliant	Partially met (77%)	Bacterial rules non-compliance related to gaps in required continuous monitoring in SCADA. All required parameters continuously monitored and calculated outside of SCADA. This is currently being addressed as part of a SCADA review and upgrade.
	j) D3.29 Microbiological Monitoring Rule	Compliant	All met (100%)	
	Protozoal Compliance			
	i) T3 Protozoa Rules	Compliant	Partially met (37%)	Protozoal - UV was commissioned on 27/8/25. This provides a protozoa barrier for the Ranfurly supply.
Claseby Water Supply (Medium Supply - 101-500 people)	Bacteriological Compliance			
	c) T2 Treatment Monitoring Rules	Compliant	All met (100%)	
	f) T2 Chlorine Rules	Compliant	Almost met (99.6%)	Chlorine rules non-compliance related to pH outside of the required range. pH control has since been commissioned.
	g) D2.1 Distribution System Rules	Compliant	All met (100%)	
	Protozoal Compliance			
	c) T2 Treatment Monitoring Rules	Compliant	All met (100%)	
	d) T2 Filtration Rules	Compliant	Almost met (99.5%)	Protozoa non-compliance related to one day of turbidity outside of the required limits
Dunrobin Water Supply (Large Supply - >500 people)	Bacteriological Compliance			
	h) T3 Bacterial Rules	Compliant	Partially met (77%)	Bacterial rules non-compliance related to gaps in required continuous monitoring in SCADA. All required parameters continuously monitored and calculated outside of SCADA. This is currently being addressed as part of a SCADA review and upgrade.
	j) D3.29 Microbiological Monitoring Rule e	Compliant	All met (100%)	
	Protozoal Compliance			
	i) T3 Protozoa Rules	Compliant	Partially met	Protozoal Non-compliances related to lack of continuous monitoring equipment

Group: Three waters

Wastewater

Q1 2025/26 – July, August, September 2025



Performance Measure	Target	Result Q1	Trend	Commentary
Total number of complaints for: • Odour • Faults • Blockages • Response to wastewater service requests	Total number of complaints ≤ 14 per 1,000 connections	1.25	N/A Q1	
Number of dry weather sewerage overflows from sewerage scheme	Number of dry weather sewerage overflows ≤ 4 per 1,000 connections	0.63	N/A Q1	
Compliance with discharge consents:				
Abatement notices	3	2	N/A Q1	
Infringement notices	0	0	N/A Q1	
Enforcement Orders	0	0	N/A Q1	
Convictions	0	0	N/A Q1	
Fault response times:				
• Attendance	Target median time to get to site ≤ 1 hour	25 mins	N/A Q1	
• Resolution	Target median time to resolve the problem ≤ 6 hours	2 days & 44 mins	N/A Q1	The target was not achieved due to two separate dispatched that required pipe repairs. Although the initial blockage and overflow were resolved within the required timescales, the subsequent pipe repairs extended the overall completion time, thereby impacting this measure.

Group: Free waters

Stormwater

Q1 2025/26 – July, August, September 2025



Performance Measure	Target	Result Q1	Trend	Commentary
Number of flooding events that occurred	Number of flooding events that occurred < 3 (have compared to others in the region and even changing this to 3 is at low end)	Nil	N/A Q1	
Number of habitable floors affected in flooding events	Target number of habitable floors affected ≤ 1 per 1,000 properties per flood event	Nil	N/A Q1	
Response time to attend flood events	Target median time to get to site ≤ 2 hours	Nil	N/A Q1	
Number of complaints received about	Total number of customer complaints ≤ 5 per 1,000 properties performance	Nil	N/A Q1	
Compliance with discharge consents:				
Abatement notices	0	0	N/A Q1	
Infringement notices	0	0	N/A Q1	
Enforcement Orders	0	0	N/A Q1	
Convictions	0	0	N/A Q1	

Key Project Delivery Capital

1 2025/26 – July, August, September 2025



Alexandra Water Main Renewals

Project Overview

To replace ageing water pipes in Enterprise Street and Bridge Hill in Alexandra. This will enhance the reliability and sustainability of the town's water supply.

Project Status
On Track

Q1 Update

Construction has begun to upgrade the water supply main to the Bridge Hill reservoir.

The water main replacement is now complete at Enterprise Street, traffic management is out and reinstatement will be complete soon in this area.

Expected Completion
December 2025

Cromwell Water Treatment Plant Upgrade

Project Overview

Construct a new water treatment plant at McNab Road and upgrade the bore field at Alpha Street to meet protozoa treatment requirements and provide sufficient capacity for growth.

Project Status
Potential or Minor Delay

Q1 Update

Construction for both Motor Control Centre (MCC) and water treatment plant buildings to commence in October.

Temporary protozoa barrier (UV container) installation and commissioning planned for early October to late November to meet Taumata Arowai's requirements.

Expected Completion
April 2026

Ranfurly & Patearoa Water Treatment Plant Upgrades

Project Overview

Construct new water treatment plants at Patearoa and Ranfurly. The existing treatment does not meet the NZ Drinking Water Standards for protozoa treatment, and the source is subject to high turbidity during rainfall events which results in inability to treat to meet bacteria treatment requirements boil water notices being applied.

Project Status
On Track

Q1 Update

Progressing with container fitout work in the Fulton Hogan Alexandra yard. Concrete pads for the treatment plants are complete for both Patearoa and Ranfurly. Pipework complete in Patearoa and underway now at Ranfurly.

Expected Completion
December 2025

Key Project Delivery Capital

1 2025/26 – July, August, September 2025



Ranfurly Wastewater Treatment Plant Desludging

Project Overview

Desludging of the oxidation pond and wetlands at the Ranfurly WWTP.

Removal of sludge from the wetlands at Ranfurly to assist with prolonging retention time in the pond and assist with the biological treatment process improvements.

Project Status
On Track

Q1 Update

This tender is currently published on Government Electronic Tender Service (GETS) with the tender evaluation team recommendation by late-October with a contract start date early to mid-November.

Expected Completion
June 2026

Water Meter Replacements

Project Overview

The current meters in the Central Otago region are nearing the end of their life and may not always provide accurate readings. We will be replacing 8143 meters to provide reliable service and accurate water usage readings.

Project Status
On Track

Q1 Update

Clyde and Omakau have been completed and work is well progressed replacing meters in Alexandra. It is likely work will continue on to Cromwell and then out to the Maniototo and Teviot areas.

Expected Completion
April 2026

Bannockburn Reservoir and Pipeline

Project Overview

The original Bannockburn water supply was designed as a private community supply for a small urban area and surrounding rural properties. To provide increased reservoir storage capacity at Bannockburn at the existing reservoir site by 500m3 with a second reservoir. To upgrade the pipe sizes to Bannockburn reservoir (reservoir to the Bannockburn Bridge) to address level of service issues and provide capacity for expected growth to 2054.

Project Status
On Track

Q1 Update

Pipeline and Reservoir will be completed as separate contracts. Both tenders have closed on GETS and the evaluations are underway. The tender evaluation team recommendation late-October with a contract start date early November

Expected Completion
June 2026

Key Project Delivery Capital

1 2025/26 – July, August, September 2025



Cromwell Memorial Hall Construction	
Project Overview To design and construct a new Cromwell Memorial Hall, Museum, and Events Centre.	Project Status On Track
Q1 Update Construction is progressing well, with lining and services continuing throughout and some cabinetry being installed. Project running on time and to budget, with many community groups being shown throw the building. Museum is progressing well with budget and concept plans underway.	Expected Completion May 2026 (July 2026 Opening)

Little Valley Bridge Renewal	
Project Overview Upgrade of the Litle Valley Bridge to ensure continued usability and safety	Project Status On Track
Q1 Update Arrangements for a Bailey Bridge have been finalised with NZTA Waka Kotahi, providing an alternative route over the Manuherikia. The tender process for the construction contract for the bridge upgrade was completed in September, with contract negotiations and finalisation taking place in October.	Expected Completion 2026

Key Project Delivery

Capital – Land Development

1 2025/26 – July, August, September 2025



Gair Avenue Development

Project Overview

Five stage residential subdivision in Cromwell to meet the requirements set by the Cromwell Community Board

Project Status

On Track

Q1 Update

Civil works for Stages 1A and 1B commenced in August with completion expected towards the end of the year.

Requests for Proposal were received in the quarter for the sale and purchase of the full development. Further reporting to Council is due in November.

Expected Completion

Early 2026

Bannockburn Industrial Subdivision

Project Overview

Development of the Bannockburn Industrial Site

Project Status

On Track

Q1 Update

Council initiated a project to develop approximately 52 hectares of land into an industrial subdivision. To ensure transparency and assess market interest, a ROI advertising process was undertaken during August this year, managed by Colliers Otago on behalf of Council. The ROI sought credible parties interested in lots of at least 2ha, with the goal of supporting Cromwell's economic growth and helping to inform future subdivision planning.

At its meeting on 24 September 2025, Council resolved to proceed with negotiations with selected parties who responded to the ROI.

Approximately 19 hectares of forestry will need to be harvested to enable development to proceed.

Council is also collaborating with the DOC to ensure the adjoining reserve is protected and its ecological integrity maintained throughout the development process.

Expected Completion

Ongoing in Stages

Key Project Delivery Operational

1 2025/26 – July, August, September 2025



Project Improvement		Annual Report	
Project Overview To produce a revised project management framework to be consistently applied across the organisation. The project will develop and roll out the revised framework and supporting resources.	Project Status On Track	Project Overview Production of the Annual Report for 2024/2025	Project Status Delayed to November
Q1 Update Work has been ongoing to develop an interactive project site in order for the new framework and associated resources to be utilised easily by staff. Refinement of this site will take place over the next quarter.	Expected Completion April 2026	Q1 Update An issue with the valuation of land has been identified, requiring a valuation to be undertaken. This valuation cannot be completed prior to the Annual Report deadline of 31 October 2025. It is anticipated the Annual Report will be adopted in November.	Expected Completion October 2025

Cromwell Memorial Hall Operations	
Project Overview To develop the operations of the new Cromwell Memorial Hall	Project Status On Track
Q1 Update This quarter included the release of expressions of interest for operating the cinema, café, and catering at the hall. Work is beginning on the website for the hall, in conjunction with the Destination Team. The Economic Development Team has put forward an expression of interest in hosting the Economic Development NZ (EDNZ) at the hall in 2026. The venue director role has been filled, with a start date agreed for November. Naming of the new hall is set to be discussed with the Cromwell Community Board in November as are fees and charges.	Expected Completion July 2026

Key Project Delivery Strategic

1 2025/26 – July, August, September 2025



Annual Plan		Long-Term Plan (LTP)	
Project Overview Development and completion of Annual Plan 2026/27 in line with year two of Long-Term Plan 2025/34.	Project Status On Track	Project Overview Development of Long-Term Plan 2027/37, setting the strategic direction for the organisation for the following 10 years.	Project Status On Track
Q1 Update Annual Plan timelines have been defined, with initial budgeting set to take place in Q2. Sessions with Community boards and Council are planned and will be initiated in Q2, prior to Christmas.	Expected Completion March – June 2026	Q1 Update Long-Term Plan working groups have been established and timelines are being confirmed as these groups begin detailed planning. Audit dates for the consultation document have been discussed internally, with a plan to discuss these further with the AuditNZ team.	Expected Completion June 2027

Southern Waters CCO Establishment	
Project Overview Establishing the joint Council Controlled Organisation (CCO), Southern Waters, in conjunction with Clutha and Gore District Councils.	Project Status On Track
Q1 Update Whilst not in Q1, the Water Services Delivery Plan (WSDP) for Southern Waters was approved by the Department of Internal Affairs (DIA) in October. This provides confirmation that plans made in Q1 can be acted upon, including recruitment of an establishment board, interim CEO, and other required positions.	Expected Completion June 2027

Key Project Delivery

Strategic

1 2025/26 – July, August, September 2025



Regional Deals

Project Overview

Negotiating a Regional Deal in partnership with central government, ORC, QLDC, iwi, and other stakeholders to manage the impacts of growth and deliver an increase in regional GDP.

Project Status
On Track

Q1 Update

- Otago Central Lakes (OCL) confirmed as one of three regions in New Zealand to progress to the negotiation phase with a view to finalising a deal in 2026
- OCL Regional Deal Joint Committee (JC) established, Mayor Tamah Alley and Councillor Tracy Paterson CODC representatives. Councillor Paterson is the Deputy Chair of the JC.
- OCL negotiator Conor English appointed
- Ongoing work with internal and external stakeholders to further refine the asks through the Regional Deals program
- Various meetings held with Government officials and the DIA Regional Deals negotiating team

Expected Completion
April 2026

Strategy/Plan Development

Strategy/Plan	Expected Completion	Status
Economic Development Strategy Draft strategy approved for public consultation	February 2026	On Track
Communication and Engagement Strategy Draft strategy in development	January 2026	On Track
Eden Hore Central Otago Strategy Adopted at Council's September meeting	September 2025	Complete

Strategy/Plan Development

Strategy/Plan	Expected Completion	Status
Regional Identity Overview Refining the draft document	January 2026	On Track
Teviot Valley Community Plan Community workshops completed; first draft written	June 2026	On Track
Ranfurly Community Plan	TBD	Not Yet Started

Information Services Project Delivery



1 2025/26 – July, August, September 2025

Information Services Projects by Programme and Phase		Phases and Number of Projects				
Programme	Discovery	Execution	On Hold	Pipeline	Planning	Totals
Asset Management Information Systems		3				3
Cybersecurity		1		5		6
Core ICT Infrastructure	1			4		5
Enhance Customer Experience Digital Services		2	1	6	1	10
Enterprise Information Systems	1	2		6		9
Geographic Information Systems	1	1		3		5
IS Service Management			2	2		4
People Information Systems	1					1
User ICT		3		10	1	14
Information Management		3	1	7		11
Totals	4	15	4	43	2	68

Information Services Changes by Programme and Stage		Stages and Number of Changes					
Programme	Submission	Planning	Implementation	Release	Review	Close	Totals
Asset Management Information Systems	1					1	2
Business Continuity and Emergency Management			1			1	2
Core ICT Infrastructure			1			1	2
Enhance Customer Experience Digital Services						3	3
Enterprise Resource Planning Information Systems	2	1	1	2	3	37	46
Geographic Information Systems						2	2

25.20.10 KEY RISK REPORT**Doc ID: 2612617**

Report Author:	Amelia Lines, Risk and Procurement Manager
Reviewed and authorised by:	Saskia Righarts, Group Manager - Governance and Business Services

1. Purpose

To consider the Key Risk Register.

Recommendations

That the report be received.

2. Discussion

Central Otago District Council maintains a register of key risks, which is reviewed and updated quarterly. The Key Risk Register is reported to and reviewed by the Audit and Risk Committee quarterly.

This Key Risk Register, found at Appendix A, currently contains 16 risks. The 16 risks have residual risk ratings ranging from low to very high, as shown in the table below.

Residual Risk Rating	Number of Key Risks
Very High	2
High	4
Medium	8
Low	2
Very Low	0
Total	16

Included in Appendix A are the drivers influencing each of the key risks. Council operates in an environment where external factors can influence risk exposure significantly, which is reflected in a number of risks on the register.

Council's top risks relate to the management of Three Waters activity and balancing affordability and financial sustainability. These two risks are strongly linked.

Council staff will continue to monitor, manage, and report upon the risks on the Key Risk Register, with the next quarterly update due to be presented at the Audit and Risk Committee in December.

3. Attachments**Appendix 1 - Key Risks September 2025 [↓](#)**

Key Risk Register September 2025

Key Risk Register
September 2025

Risk Ref.	Risk Name	Risk Description	September 2025 Risk Rating	Key Risk Drivers
KR1	3 Waters Management	Risk that Council is unable to effectively manage 3 Waters activity, due to uncertainty, insufficient funding and resources. This could result in breach of regulation, increased costs, prosecution, poor staff morale and resignation, difficulty in finding contractors to complete required work. Financial pressure requires innovative design and trade-offs that involve accepting higher risk for a lower cost solution.	Very High	- Water Service Delivery Plan to be approved by DIA - Continued increases in regulatory focus - Increased investment required in order to meet legislative and regulatory requirements
KR18	Affordability and Financial Sustainability	Risk that Council is unable to balance ratepayer affordability and financial sustainability due to increasing regulatory standards and central government expectations, significant increases in infrastructure costs, or flawed decision-making, resulting in reduction in service levels, resident and ratepayer dissatisfaction, and negative impacts on the district as a whole.	Very High	- Increased regulatory focus across sector - Increasing costs of renewing and replacing infrastructure - LTP 2025/34 consultation feedback showed that communities do not wish to see a drop in service levels
KR17	Cybersecurity & Systems	Risk that systems are compromised by an external source (e.g., hacking, ransomware, DOS) due to systems not being fit for purpose, lack of staff awareness of phishing attacks, or failure to maintain a sufficiently secure environment, resulting in loss of data, system outage, compliance breaches, breach of the Privacy Act, financial loss, and an inability to provide critical services.	High	- External environment evolving at pace - Continuous progress being made by bad actors
KR5	Major Emergency Event	Risk that Council is unable to adequately respond to a civil defence or emergency event, due to the scale of the event and its manageability, inadequate resources, insufficient trained civil defence staffing numbers, lack of budget, or ineffective planning, resulting in legislative breaches, increased safety concerns, dissatisfaction amongst ratepayers and residents, and reputational damage.	High	- Naturally driven impacts are extremely difficult to mitigate
KR3	Business Continuity	Risk that Council is unable to perform its core, essential duties due to a business continuity event, resulting in legislative breaches, financial loss, dissatisfaction amongst ratepayers and residents, and reputational damage.	High	- Business Continuity Events can be varied and are unanticipated - Business Continuity Plan review programmed for 2025/26

Key Risk Register September 2025

Risk Ref.	Risk Name	Risk Description	September 2025 Risk Rating	Key Risk Drivers
KR4	Climate Change	Risk that the negative impacts of Climate Change are more severe or difficult to manage as a result of Council inaction and lack of understanding or strategy, resulting in environmental harm, inability to effectively respond to weather events, impact on key income streams for the district, breach of legislation, and increased financial burden.	High	- Climate change impacts have been modelled with strategies and plans inclusive of this modelling as and when reviews take place
KR9	Serious Harm Incident	Risk of serious injury or fatality incident at a Council facility, on Council land, or when attending, participating in, or undertaking a Council service due to failings relating to physical safety, lack of H&S training and awareness, or untreated hazards, resulting in reputational damage, potential fine, legislative breach, and staff dissatisfaction.	Medium	- Council operates a number of swimming pools, which pose inherent risk to users. - Council is the PCBU (Person Conducting a Business or Undertaking) under the Health and Safety at Work Act 2015 for a number of high risk activities, such as working in the road corridor.
KR2	Critical Asset/Infrastructure Failure or Damage	Risk that a critical asset or infrastructure fails or is damaged, due to failure to identify ongoing deterioration, or maintenance/ oversight processes not being followed or not being fit for purpose, resulting in critical services/infrastructure being unavailable to the community, financial loss, and potential reputational damage.	Medium	- Council is responsible for maintaining roading networks, and providing Three Waters services. Impacts of a loss or degradation of key assets for critical services would be significant and whilst likelihood can be addressed, impacts are more difficult to mitigate
KR12	Critical Supplier Failure	Risk that a critical supplier ceases to operate or is unable to fulfil their contract due to circumstances outside Council control, resulting in service degradation or delay, unbudgeted financial outlay, and community dissatisfaction.	Medium	- Council is reliant on a small number of critical suppliers across multiple disciplines, including maintenance contracts, and IT service providers
KR7	Potential Claims in relation to Compliance and Regulatory Activities	Risk that claims are made against Council relating to compliance and regulatory activities, due to processes not being appropriately or correctly defined or followed, resulting in unfavourable judgements, unplanned financial outlay, buildings being unsuitable or unsafe, reputational damage, or loss of accreditation.	Medium	- CODC's building demographic does not present significant risk in relation to claims in this area
KR11	Attraction & Retention of Skilled Resource	Risk that CODC cannot attract or retain suitably skilled staff, due to external factors or an inability to improve/maintain staff satisfaction and workplace culture, resulting in reduced productivity, non-achievement of AP/LTP activity, and community dissatisfaction.	Medium	- Recruitment for specialist or technical roles can sometimes be challenging or lengthy

Key Risk Register September 2025

Risk Ref.	Risk Name	Risk Description	September 2025 Risk Rating	Key Risk Drivers
KR15	Changing Regulatory and Legislative Environment	Risk that Council's ability to respond to and deliver upon central government expectations or reform activity is compromised due to political uncertainty, or lack of external consideration in decision-making, resulting in inefficient use of time, resources, and funds, public dissatisfaction, and reputational damage.	Medium	- This risk is strongly linked to others, with increased volume and pace of externally driven change putting pressure on the organisation - Key changes in progress or upcoming include: RMA Reform Systems Improvement Bill Building Act changes
KR16	Operational Delivery Against LTP	Risk that Council is unable to deliver community outcomes as detailed within the Long Term Plan, due to financial limitations, changes in the external environment, and workload challenges, resulting in community dissatisfaction, reputational damage, and breach of legislation.	Medium	- CODCs Long-Term Plan 2025/34 sought to improve achievability of LTP delivery, however, changes to the local government sector continue to result in increased workloads and external pressures
KR10	Privacy and Information Management	Risk that information is not accurately or appropriately managed or supported, due to processes not being accurately defined or followed, human error, or malicious intent, resulting in breach of legislation, increased vulnerability, and reputational damage.	Medium	- Legislative requirements and impacts of a legislative breach
KR13	Failure in Meeting Obligations to Iwi	Risk that Council fails to meet obligations to Iwi (Te tiriti o Waitangi) due to a lack of adequate communication and engagement, or understanding and awareness, resulting in poor community outcomes, missed opportunities, inappropriate or uninformed decision-making, legislative breach, loss of funding and reputational damage.	Low	- CODC's relationship with Aukaha guides the approach to ensuring appropriate engagement and the meeting of obligations
KR14	Major Fraud Perpetration	Risk that a major fraud is perpetrated by a member of staff, owing to a lack of preventative measures and oversight, resulting in financial loss, reputational damage, and inappropriate decision making.	Low	- Strong control environment in place

6 STATUS REPORTS

25.20.11 OCTOBER 2025 GOVERNANCE REPORT

Doc ID: 2624812

Report Author:	Wayne McEnteer, Governance Manager
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, consider Council's forward work programme, business plan and status report updates.

Recommendations

That the report be received.

2. Discussion

Status Reports

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

3. Attachments

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

Status Updates Committee: Council					
Meeting	Report Title	Resolution No	Resolution	Officer	Status
25/09/2019	Consideration of New Zealand Standard (NZS) 4404:2020 (Doc ID 422658)	19.8.10	Recommendations A. <u>RESOLVED</u> that the report be received, and the level of significance accepted. B. <u>AGREED</u> to adopt NZS 4404:2010 as Council's subdivision standard subject to the development of an updated addendum for local conditions.	Acting General Manager - Planning and Infrastructure	16 Oct 2025 Three Waters is currently drafting their relevant sections, with the aim of completing the draft by December. 11 Sept 2025 No further update at this point in time. 13 Aug 2025 No further update. 21 Jul 2025 Draft document completed with the exception of 3Waters updates. Awaiting direction on 3Waters standards prior to inclusion. 10 Jun 2025 No further update. 15 May 2025 Draft document expected to be complete by 30 June. 14 Apr 2025 Working with planning, infrastructure and parks teams to continue drafting sections 17 Mar 2025 Drafting of all sections underway. 12 Feb 2025 Drafting of roading and landscaping sections underway. 15 Jan 2025 Project scoping finalised - being reviewed by project team. 05 Dec 2024 Project scoping underway with relevant teams. 13 Nov 2024 Land Development Engineer started 18/11/24 on a fixed term contract for the update of 4404 addendum. Project scoping with relevant teams underway. 16 Oct 2024 Fixed term offer made for land development

					engineer. The role is project specific for the NZS4404 update and fixed term through to 30 June 2025. 14 Aug 2024 Project still contingent on availability of resource 18 Jul 2024 The project's start date will be contingent on available resources, and we have approached a potential candidate to support our Engineering team, who will also assist in updating the standards. 13 Jun 2024 Project commencement will depend on resourcing and we are currently recruiting for a new staff member in the Engineering team who will take this on as their responsibility. 07 May 2024 Funding has been included in the 2024/25 Annual Plan to review and update Council's addendum to NZS4404. The project is currently being scoped and work is set to begin from 1 July. 08 Feb 2024 Funding to progress development of updated standards has been included in 2024/25 AP. Awaiting funding to progress. 08 Jan 2024 No change. 14 Nov 2023 Applying for funding as part of Council's LTP process to progress this piece of work. 06 Oct 2023 No Change. 15 Sept 2023 No Change 04 Jul 2023 No change. 14 Jun 2023 No change. 18 May 2023
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					No change. 11 Apr 2023 No change. 17 Feb 2023 No Change 10 Jan 2023 No change 01 Dec 2022 No change 28 Oct 2022 No change. 19 Sept 2022 No change. 08 Aug 2022 No change. 23 Jun 2022 No change. 19 May 2022 No change. March 2022 Due to work programme commitments this item has been deferred. Looking to potentially add to the 2023 work schedule. January 2021 – February 2022 No change. December 2020 The status of this work will be reviewed in February 2021 and a further update provided then. January 2020 - November 2020 No change. December 2019 Workshops continuing for updating engineering standards. The Environmental Engineering team will be working with planning to ensure the design standards from the Cromwell masterplan are developed alongside the updated engineering standards. November 2019 Drafting of an updated addendum is underway and expected to be included in
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					report to Council in early 2020. October 2019 Action memo sent to the Environmental Engineering Manager.
15/07/2020	Lease of Kyeburn Reserve - Ratification	20.5.4	Recommendations That the Council: A. Receives the report and accepts the level of significance. B. Agrees to grant the Kyeburn Committee a lease pursuant to Section 61(2A) of the Reserves Act 1977, on the following terms: 1. Permitted use: Community Hall 2. Term: 33 years 3. Rights of Renewal: None 4. Land Description Sec 20 Blk V11 Maniototo SD 5. Area: 0.4837 hectares 6. Rent: \$1.00 per annum if requested Subject to the Kyeburn Hall Committee 1. Becoming an Incorporated Society 2. Being responsible for all outgoings, including utilities, electricity, telephone, rubbish collection, rates, insurance and ground maintenance	Statutory Property Team Leader	07 Oct 2025 No further progress has been made to date. 08 Sept 2025 Still awaiting further feedback from the new Secretary of the Kyeburn Hall Committee. 07 Aug 2025 The Statutory Team was advised that there is a new secretary of the Kyeburn Hall Committee, Amie Pont. We have communicated with Amie as to the requirement for the Committee to become and Incorporated Society before we can enter into a lease. Amie confirmed that she will again take the matter to the Committee at their next meeting and appeared to be willing to register as an Incorporated Society. Awaiting feedback from the Kyeburn Committee. 21 Jul 2025 No further progress to report. 09 Jun 2025 Matter still on the to do list. No further progress has been made. 14 May 2025 Matter only referred to Statutory Team now. Due to a big backlog of outstanding leases and Road Stoppings this matter has not been looked at yet. 14 May 2025 Action reassigned to Zeelie, Zelda by Reynolds, Sarah - New officer 14 May 2025 No updates. 15 Apr 2025 No progress, this has been passed onto Statutory Property to reassess and progress. 18 Dec 2024

					Issue will be passed to property statutory staff. ON HOLD. 15 Jan 2024 Have not received a response from Kyeburn Hall Committee. ON HOLD. 13 Nov 2023 6/11/2023 – Requested that the Kyeburn Hall Committee table at their AGM and General meeting the outstanding issue of picking up the ground lease. The Kyeburn Hall Committee reported back that it is under discussion with the Kyeburn Library Committee Inc. for the lease to be picked up given the Kyeburn Library Committee are already incorporated. 11 Oct 2023 No change. On hold. 14 Sept 2023 No change, on hold 17 Aug 2023 No change, on hold. 23 Jun 2023 No change, on hold. 12 Jun 2023 No change. On hold. 02 May 2023 No change. On hold. 27 Apr 2023 No change. On hold. 27 Mar 2023 No change. On hold. 21 Feb 2023 No change. On hold 06 Jan 2023 No change, on hold. 25 Nov 2022 The Kyeburn Hall Committee have now advised they don't want to become an Incorporated Society, they are looking to an existing Incorporated Society in the area to see if the ground lease could be picked up by them. Awaiting for further information
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					from the Kyeburn Hall Committee in the new year. 28 Oct 2022 No change. On Hold. 14 Sept 2022 No Change. On Hold 09 Aug 2022 No change on hold 18 May 2022 No change to the status of this item. Still on hold. August 2021 ON HOLD until meeting able to take place. July 2021 Meeting request to the Committee for July 2021 was declined by the Committee citing workloads and health issues of committee members. The Committee will make contact when their schedule allows. June 2021 May meeting was postponed until July 2021. February – April 2021 Property and Facilities Officer - Ranfurly to meet Committee in May 2021 and discuss next steps. January 2021 Waiting for confirmation of their status as an Incorporated Society before issuing the lease. September – December 2020 Kyeburn Hall Committee to follow up progress on getting their status as an Incorporated Society, in response to email sent to them September 2020. August 2020 Advised Kyeburn Hall Committee of Council's resolution and waiting for confirmation of their status as an Incorporated Society before issuing the lease. July 2020
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					Action memo sent to Property and Facilities Officer – Maniototo.
26/01/2022	Alexandra Airport Masterplan	22.1.3	That the Council B. Adopts the proposed Alexandra Airport Masterplan. C. That a business and financial strategy be developed to support the implementation of the Airport Masterplan.	Property Officer	14 May 2025 Update on Alexandra Airport on hold until requirements for water supply have been confirmed which are still in progress. ON HOLD 16 Apr 2025 There have been further delays connecting the airport to the town water supply. 17 Mar 2025 Update delayed until April meeting due to further information required for water supply. 12 Feb 2025 An update including information on the runway reseal and water supply is planned for the March 2025 meeting. 16 Jan 2025 An update is planned for the March 2025 meeting. 15 Nov 2024 Report will come to Council in the New Year with more information on Airport. ON HOLD 15 Oct 2024 Council have applied for a water connection and this should go live before the end of the year. 13 Sept 2024 Discussions still ongoing regarding town water supply connection. 14 Aug 2024 Report expected to go to September meeting if details on connecting to town water supply can be finalised. 17 Jul 2024 A report will go to Council meeting in August or September. 12 Jun 2024 Information still being collated and staff waiting on key updates on water connection and reseal procurement. Once this information is finalised a report will go to the

					next available Council meeting. 09 May 2024 Property staff reviewing and collating information for 26 June report. 09 Apr 2024 Still waiting on further information regarding connection to Alexandra Town water supply in order to provide full overview to Council of progress with development. 06 Mar 2024 Report to Council delayed as further information required. 12 Feb 2024 An information only report regarding the Alexandra Airport will be presented to Council at March meeting which will provide a financial update. 09 Jan 2024 Finance are working on reconciliation of Airport budgets, capital expenditure and required rates contributions to be updated in Long Term Plan 2024-34. 09 Nov 2023 No further update. 11 Oct 2023 No further update. Financial strategy will be reviewed as part of the LTP process. 15 Sept 2023 Updated cost estimate for the new hangar development have been included for new LTP 17 Aug 2023 Updated cost estimates being prepared for new hangar development to be included in the LTP financials. 04 Jul 2023 No further update. 13 Jun 2023 No further update. Financial strategy will be reviewed as part of the LTP process. 19 May 2023 No further update.
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					06 Apr 2023 Due to drop off in interested parties more clarity required on demand for new hangar sites. Financial strategy will be reviewed as part of the LTP 2024-34 process. 20 Feb 2023 Investigations still in progress for infrastructure. 20 Dec 2022 Investigations in progress for options for infrastructure required for new hangar site development. 25 Nov 2022 Draft concept plan prepared. Meeting planned in New Year to update stakeholders and seek feedback. 28 Oct 2022 No change. Plans still in progress. 15 Sept 2022 Business plan and concept plans for new hangar precinct are in progress 12 Aug 2022 No change 20 Jun 2022 Business plan and concept plans for new hangar precinct are in progress 19 May 2022 Masterplan included in Vincent Spatial Plan press release to inform public it has been adopted and is available on CODC website. Work progresses on planning for next stage of development and business plan. 05 Apr 2022 The Masterplan has been added to the CODC website. 22 Feb 2022 Copy of adopted Masterplan will be uploaded to Council's website. Business and financial strategy planning has begun for the new hangar precinct budgeted in Year 2 of the LTP 2021-31. 03 Feb 2022
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					Information still being collated and waiting on some key outcomes concerning water connection and update on resealing procurement. Once this information is available a report will be presented to Council at next meeting.
24/09/2024	Visitor Levy and Short Term accommodation	24.11.12	That the Council A. Receives the report and accepts the level of significance. B. Adopts a formal supportive position of Queenstown Lakes District Council's proposal to introduce a localised visitor levy. C. Adopts a supportive position on the investigation of a localised visitor levy within Central Otago in the absence of a national visitor levy. D. Instructs staff to provide a cost/benefit analysis on the introduction of a commercial or targeted rate on short-term rental properties within Central Otago.	Regional Deals Lead	04 Aug 2025 Will be part of the Regional Deals discussion. On hold until worked through there. ON HOLD. 15 May 2025 On hold until response received from DIA. ON HOLD 16 Apr 2025 Still waiting for the Regional Deals proposal response from DIA. 12 Mar 2025 No further updates. 12 Feb 2025 This is now part of the Regional Deals conversations. 13 Jan 2025 No further updates. 18 Nov 2024 Staff working to develop a budget for 2025/26 financial year LTP input. Update to come in March 2025. 18 Oct 2024 Work has begun on this. 04 Oct 2024 Action memo was sent to staff.
30/10/2024	Private Plan Change 23 (Hartley Road Partnership) - Decision on Acceptance	24.12.10	That the Council A. Receives the report and accepts the level of significance. B. Resolves that Plan Change 23 be accepted under Schedule 1, Clause 25 (2) (b) of the Resource Management Act 1991 and notified as a private plan change under Schedule 1, Clause 26.	Principal Policy Planner	16 Oct 2025 Plan Change still on hold awaiting confirmation of a hearing date. The hold has been requested by Hartley Road Partnership. Working towards a hearing in either December or February. 09 Sept 2025 No further update at this time. 15 Aug 2025 No Change - date for Hearing being worked on

					17 Jul 2025 No Change 11 Jun 2025 Section 42A report being drafted. Hearing after September at request of Plan Change requestor. Likely to be October due to key staff availability. 16 Apr 2025 Further submissions have closed and a hearing date is being scheduled. 17 Mar 2025 Summary submission is in. Currently looking to schedule the hearing. 17 Feb 2025 Summary of submissions notified. 15 Jan 2025 submissions close 17th January 12 Dec 2024 No Change 15 Nov 2024 Plan Change 23 Notified 16th November - Submissions close 17th January 06 Nov 2024 Action memo sent to staff.
29/05/2024	Plan Change 19 - Recommended Decision of the Hearings Panel	24.6.12	That the Council A. Receives the report and accepts the level of significance. B. Adopts the decision on Plan Change 19. C. Approves the notification of the decision in accordance with clause 11 of the First Schedule to the Resource Management Act 1991.	Principal Policy Planner	16 Oct 2025 Of the 15 appeals, we have reached agreement on 14, ten of which have gone back to the court for sign off and the remaining four are in the process of being finalised. Agreement has not been reached with regard to one of the appeals, which will proceed to court. 09 Sept 2025 No change - continue to work through post mediation agreements/outcomes. 15 Aug 2025 No Change - working through post mediation agreements/outcomes on 14 out of 15 appeals and responding to the court. At this stage only one appeal likely to go to court. 17 Jul 2025

					No Change 11 Jun 2025 Court assisted mediation completed, post settlement actions prior to reporting to the Environment Court required of all parties. 16 Apr 2025 Still awaiting the May / June mediation dates. 17 Mar 2025 There have been informal discussions with all parties and two appeals have been resolved. Formal mediation has been set for May / June 2025. 17 Feb 2025 Informal discussions have been held with appellants. Now waiting for mediation dates from the Environment Court. 15 Jan 2025 Informal discussions continuing. 12 Dec 2024 Informal Discussions progressing 15 Nov 2024 Informal discussions commenced 17 Oct 2024 Mediation not available through Environment Court until March/, April - Council requested approval to engage in informal discussions with appellants prior to that which has been approved. 13 Sept 2024 Submissions grouped along with section 274 parties. Leave sought from Court to undertake informal discussions with submitters. 15 Aug 2024 14 appeals received, all submitters have been notified on our website. No decision has been made on what parts of PC19 can become operative. 19 Jul 2024 Appeal period closes on 9 August. 13 Jun 2024
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					Decision notified 8th June - 30 day appeal period 06 Jun 2024 Action memo sent to staff.
28/05/2025	Cromwell Memorial Hall Operations Decisions	25.11.3	That the Council A. Receives the report and accepts the level of significance. B. Approves the recommendation from the Cromwell Community Board that the café space and cinema and catering kitchen being considered for lease to commercial operators through Councils normal procurement process. C. Approves that staff seek broad options through expressions of interest to run the spaces in recommendation B so all opportunities can be considered. D. Agrees that staff bring a report back to Cromwell Community Board and Council to review the expressions of interest for consideration. E. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.	Facility Experience Manager	08 Oct 2025 Registrations of Interest that met criteria will be invited to present their vision/concept to Cromwell Community Board and Council. 08 Sept 2025 Registrations have closed and are being assessed. 18 Aug 2025 Registrations have been extended to 29 August. Will be assessed after closing date. 17 Jul 2025 Registrations of Interest are open. 13 Jun 2025 Registrations of Interest will open during the week beginning 16 June. 06 Jun 2025 Action memo sent to report writer.
28/05/2025	Museum Fitout within the Cromwell Memorial Hall	25.11.4	That the Council A. Receives the report and accepts the level of significance. B. Approves council officers facilitate the fitout of the museum in the new Cromwell Memorial Hall to work in conjunction with the Cromwell Museum Trust. C. Approves to delegate financial authority to the Chief Executive in the amount \$1.6 million enabling awarding the design and fitout to nominated suppliers as per the procurement policy process, subject to successful external grant funding of the full amount. D. Notes that \$1.1m has been approved from Central Lakes Trust, and \$350,000 has been approved from Lotteries.	Project Manager - Property	10 Oct 2025 With funding approved and design on track, Council staff are working alongside design and construction teams to ensure the Museum install is seamlessly integrated with overall construction. 09 Sept 2025 Funding from OCT successful. As per resolution \$1.6 million available for the Museum fitout. Concept design presentation presented to CCB. Base build changes underway and incorporated into the wider project. 15 Aug 2025 Potential funding from OCT is still in progress. Concept/detailed design is progressing with Jasmax (Story Inc as subcontractor) and should be ready for

			E. Authorising the Chief Executive Officer to do all that is necessary to give effect to these resolutions.		review end of August 2025. Base build considerations have been incorporated into schedule. 15 Jul 2025 Action reassigned to Winders, Bex by Reynolds, Sarah - Change of roles 15 Jul 2025 External funding totalling \$1.45M has been allocated to the Museum Fitout, potential funding from OCT is still in progress. Design is progressing with Jasmax (Story Inc as subcontractor) including Aukaha with Museum staff. Naylor Love have and design team have worked together to get the base build underway within current schedule. 13 Jun 2025 Funding has been confirmed from Lotteries in the amount of \$350,000. With the previous \$1.1M from CLT, this totals \$1.45M able to be allocated to the Museum Fitout. Design is underway with Jasmax (Story Inc as subcontractor) including Aukaha with Museum staff. Early engagement with Naylor Love on incorporation into base build underway. 06 Jun 2025 Action memo sent to report writer.
25/06/2025	Proposal to Consider the Requirement for an Esplanade Strip/Reserve - Hindon Street Road Stopping	25.12.13	That the Council A. Receives the report and accepts the level of significance. B. Agrees to determine that an esplanade strip/reserve is not required in terms of section 118 of the Public Works Act, 1981 in the case of the approved road stopping of the unformed legal road adjacent to the intersection of River Street and Hindon Street, Omakau. C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.	Statutory Property Team Leader	07 Oct 2025 A few additional issues with the final survey plan had to be worked through before approval from LINZ could be requested. This is now in final stages with the Council Solicitors. 08 Sept 2025 Finalisation of the Road Stopping still being processed by Council Solicitors. No further progress to report. 14 Jul 2025 Council Solicitor provided with the necessary certificate declaring no Esplanade strip/reserve required. Road Stopping now in process of being finalised. 13 Jul 2025

					Action memo sent to report writer.
25/06/2025	Bridge Renewal Procurement - Bridge 191 Little Valley Road	25.12.15	That the Council A. Receives the report and accepts the level of significance. B. Approves the procurement plan for tendering of the renewal of all timber components of Bridge 191 Little Valley Road, including the following (a) Tenders to be evaluated using the Weighted Attribute Method with a 50% price weighting. C. Authorises the Chief Executive Officer to award the work to the preferred contractor following the procurement process provided that the tendered amounts are within the approved budget.	Roading Manager	13 Oct 2025 Currently in negotiations with the preferred tenderer post tender close and evaluation with award anticipated 17th October 2025, Construction has commenced on the alternative route and temporary Bailey Bridge at the Linger and Die Park. This is currently tracking to programme. 08 Sept 2025 Status unchanged 13 Aug 2025 Bridge 191 Little Valley Road tender was advertised on the 28th of July 2025 with a closing date of the 8th of September 2025. Evaluation will occur during September with an anticipated award date of the 6th of October 2025. 16 Jul 2025 Tender documents have been amended to reflect the 50% Price weighting as per councils' resolution. Tender will go to market 4th August. 16 Jul 2025 Hi Paul, ,Can you please give me an update on this action for Council. ,Thanks Sarah 13 Jul 2025 Action memo sent to report writer.
25/06/2025	Abbeyfield Development - Clutha Street - Request to gift part of Section 13 BLK XXXIV TN of Alexandra	25.12.4	That the Council A. Receives the report and accepts the level of significance. B. Approves the proposal to gift the land indicated on site plan, Appendix "1" of the report, being part of Section 13 BLK XXXIV TN of Alexandra to Abbeyfield New Zealand (Alexandra) for amalgamation to proposed Lot 2 provided that: (a) All legal and survey costs associated with the boundary adjustment, amalgamation and uplifting of designation be paid by Abbeyfield	Statutory Property Team Leader	07 Oct 2025 Abbeyfield's representative has asked for approval for soil tests to be done. This has been done and they are still in process of purchase of the land required for the development. 08 Sept 2025 No further progress to report at this stage. 14 Jul 2025 On 2 July 2025 copy of Council Resolution sent to Abbeyfield Alexandra. No further action required from CODC staff at this stage. Abbeyfield to still complete purchase

			(Alexandra). (b) A survey of the land be done at the cost of Abbeyfield Alexandra. (c) The gifted land is utilised for the development of affordable housing. (d) Should the development not proceed the land be returned to Council. C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.		of land and will be in contact once the process has been completed. 13 Jul 2025 Action memo sent to report writer.
30/07/2025	Reserve Land Status Classification Report	25.15.16	That the Council A. Receives the report and accepts the level of significance. B. Approves public notification of proposals to declare as reserve and classify according to their primary purpose 10 parcels of land, pursuant to section 14(2) of the Reserves Act 1977, as described in Attachment 1 of this report. C. Approves five parcels of land to be declared as reserve and classified according to their primary purpose, pursuant to section 14(1) of the Reserves Act 1977, as proposed in Attachment 2 of this report. D. Confirm that 10 parcels of land will continue to be held under the Local Government Act 2002 as described in Attachment 3 of this report. E. Approve the proposed classification of 54 parcels of reserve land pursuant to section 16(2A) of the Reserves Act 1977, as described in Attachment 4 of this report. F. Approve public notification of the proposals to start the process to revoke the reserve status of three land parcels pursuant to section 24(2) of the Reserves Act 1977 described in Attachment 5 of this report. G. Consider all submissions received, before making final recommendations.	Parks and Recreation Manager	15 Sept 2025 Out for consultation until 20 September 2025. Work continues. 15 Aug 2025 Public notification undertaken seeking submissions for those land parcels that require to be publicly notified. The remainder are in the process of being formally gazetted. 11 Aug 2025 Action memo sent to staff.

			with Cr Gillespie recording his vote against		
30/07/2025	Ratification of the Cromwell Community Board Resolution 25.4.4 (Proposed New Lease to Cromwell Bike Park Incorporated on Nelplusultra Recreation Reserve)	25.15.17	That the Council A. Receives the report and accepts the level of significance. B. Agrees to ratify Resolution 25.4.4 to grant a lease to Cromwell Bike Park Incorporated on leased areas indicated on Figure 1 of the report of the Nelplusultra 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) ☐ 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.	Statutory Property Team Leader	07 Oct 2025 Lease documents sent for signature on 11 August 2025 to Bike Park. No yet received back. Being followed up. 08 Sept 2025 Still awaiting signed agreement from Bike Park. 11 Aug 2025 Lease agreement finalised and sent to lessee for execution. 11 Aug 2025 Action memo sent to staff.
30/07/2025	Road Stopping Adjacent to 34 Mutton Town Road - Mutton Town Limited	25.15.18	That the Council A. Receives the report and accepts the level of significance. B. Agrees to approve the proposal to stop the unformed legal road, as shown in Figure 3 (the Scheme Plan), in accordance with the provisions of the Public Works Act 1981, subject to: ☐ The proposed marked 'Section 1' on the Scheme Plan as shown in Figure 3 of the report being stopped and amalgamated	Statutory Property Team Leader	07 Oct 2025 Road Stopping procedures still being worked through. 25 Aug 2025 Valuation of land has been obtained and draft SO plan prepared. These are being reviewed before proceeding with the approval of the SO plan and referral to the Council Solicitors for preparation of the Sales and Purchase agreements and LINZ approval to be obtained.

			with Record of Title OT 9B/1133. ☐ The stopping and legislation being approved by the Minister of Lands. ☐ The final survey plan being approved by the Chief Executive. ☐ The owner of 34 Mutton Town Road pays all the cost in relation to the road stopping. C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.		11 Aug 2025 Final Survey and Valuation being prepared by The Property Group. Completion would take months. 11 Aug 2025 Action memo sent to staff.
27/08/2025	Parks and Reserves Bylaw	25.17.4	That the Council A. Receives the report and accepts the level of significance. B. Authorises the Draft Parks and Reserves Bylaw is consulted on using the Special Consultative Process. C. Notes that consultation will take place following local body elections. D. Agrees that Council appoints a hearings panel to consider submissions received and make recommendations to Council.	Parks and Recreation Manager	08 Oct 2025 Out for consultation from 17 October. 15 Sept 2025 This item will go out for consultation in the new triennium. 01 Sept 2025 Action memo sent to staff.
27/08/2025	Proposed Millers Flat Sports and Recreation Hub	25.17.5	That the Council A. Receives the report and accepts the level of significance. B. Subject to the execution of a Memorandum of Understanding with Teviot Prospects, approves the recommendation of the Teviot Valley Community Board for 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.	Parks and Recreation Manager	08 Oct 2025 MOU signed and work underway. MATTER CLOSED. 15 Sept 2025 The MoU is currently being reviewed by Teviot Prospects. 01 Sept 2025 Action memo sent to staff.

			D. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.		
27/08/2025	Cromwell Junior And Senior Football Clubs Joint Lease of Alpha Street Pavillion	25.17.6	That the Council A. Receives the report and accepts the level of significance. B. Agrees to ratify the Cromwell Community Board Resolution 25.5.2 dated 5 August 2025 that a joint lease agreement with the Cromwell Junior and Senior Football Clubs for the lease of the Alpha Street Pavillion 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.	Statutory Property Team Leader	07 Oct 2025 Clubs indicated that they had some questions and request for info via their solicitor who reviewed lease documentation on their behalf. Statutory Team is working through these matters. 01 Sept 2025 Lease agreement sent to clubs for signature.
27/08/2025	Road Stopping Adjacent to 15 Alpha Street Cromwell - Wallis	25.17.7	That the Council A. Receives the report and accepts the level of significance. B. Agrees to ratify the Cromwell Community Board Resolution 25.5.3 dated 5 August 2025 to stop part	Statutory Property Team Leader	07 Oct 2025 Valuation requested before matter handed to Solicitors for S& P agreement and final process of road stopping is completed. 01 Sept 2025 In process.

			of the 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.		
24/09/2025	Proposed Road Stopping - Adj to 3168 Fruitlands-Roxburgh Road, Roxburgh	25.18.10	That the Council A. Receives the report and accepts the level of significance. B. Agrees to approve the proposal to stop the unnamed unformed road adjacent to 3168 Fruitlands – Roxburgh Road, as shown in figure 1 (Proposed Road Stopping Plan), in accordance with the provisions of the Local Government Act 1974, subject to: ☐ Public notification and advertising in accordance with the Local Government Act 1974. ☐ No objections being received within the objection period. ☐ The applicant paying for all cost of the road stopping including the purchase of the land at valuation.	Statutory Property Team Leader	13 Oct 2025 In progress, nothing new to report, will update when further changes occur. 03 Oct 2025 Action memo sent to staff.

			☐ The stopped road parcels of land being amalgamated with the applicant's Record of Title. ☐ The final survey plan being approved by the Chief Executive Officer. C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.		
24/09/2025	Use of Reserves - Vincent Community Grants Reserve	25.18.13	That the Council A. Receives the report and accepts the level of significance. B. Approves the recommendation from the Vincent Community Board to use \$7,616 of its Vincent Community Grant Reserves Grants Fund towards the Community Grants 2025-26 activity.	Community Development Lead	08 Oct 2025 Decision has been noted and forwarded to the finance team for action. MATTER CLOSED 03 Oct 2025 Action memo sent to staff.
24/09/2025	Draft Economic Development Strategy 2025-2035	25.18.14	That the Council A. Receives the report and accepts the level of significance. B. Approves the draft Economic Development Strategy 2025-2035 for community engagement.	Economic Development Manager	07 Oct 2025 Community engagement on draft strategy on track to begin 13 October. 03 Oct 2025 Action memo sent to staff.
24/09/2025	Review of the Draft Non-Audited Annual Report 2024-25	25.18.17	That the Council A. Receives the report and accepts the level of significance. B. Approves the draft 2024-25 Annual Report for audit. C. Recommends to the incoming Council the draft Annual Report 2024-25 for their consideration at the adoption of the audited Annual Report 2024-25 prior to 31 October 2025	Systems and Corporate Accountant	03 Oct 2025 AuditNZ reviewing Annual Report 2025. This will be completed and adopted at 31 October 2025 meeting 03 Oct 2025 Action memo sent to staff.
24/09/2025	Carry-Forwards from 2024/25 and Forecast Changes for the	25.18.18	That the Council A. Receives the report and accepts the level of significance.	Systems and Corporate Accountant	03 Oct 2025 Carry forwards and Forecast budgets have been updated to revised budgets. MATTER CLOSED

	2025/26 Financial Year		B. Authorises carry-forwards to complete 2024/25 capital projects and the additional 2025/26 capital projects revised budget Appendix 1 in the report. C. Authorises the Revised Operating Budgets including carry-forwards as per Appendix 1 in the report.		03 Oct 2025 Action memo sent to staff.
24/09/2025	Service Request Survey and Residents' Survey Results	25.18.19	A. That the report be received. B. Notes that staff are in the process of preparing a new/updated communications and engagement strategy in the next 6 months C. Noted that staff are in the process of determining changes to the process by which residents opinion/satisfaction is gathered and how it will inform decision making.	Communication and Engagement Officer	08 Oct 2025 Results of the survey were provided to participants, results were presented to ELT and Council and we produced a media release. MATTER CLOSED. 03 Oct 2025 Action memo sent to staff.
24/09/2025	Delegations during the Interregnum Period	25.18.20	That the Council A. Receives the report and accepts the level of significance. B. Agrees that Council delegates to the Chief Executive Officer all of its responsibilities, duties and powers except those set out in paragraphs (a) to (h) of clause 32(1), Schedule 7 of the Local Government Act 2002, for the limited time period between the declaration of the election result and the first meeting of the new Council. This is subject to the requirement that the Chief Executive Officer: 1. may only act after consultation with the person elected to the position of Mayor 2. may only attend to those matters that cannot reasonably wait until the first meeting of the new Council 3. reports back any such actions to the first meeting of the new Council.	Governance Manager	03 Oct 2025 Action memo sent to staff.

24/09/2025	2025/26 District Wide Grant Applications - 1st Round	25.18.3	That the Council A. Receives the report and accepts the level of significance. B. Approves the application from the Central Otago Heritage Trust for multi-year funding and allocates a grant of \$45,320 in the 2025/26 financial year and \$46,680 in the 2026/27 financial year towards the employment of a Heritage Coordinator. C. Approves a grant of \$10,000 to Volunteer South as the umbrella organisation for huddl in the 2025/26 financial year towards training and mentor programme costs. D. Approves the application from the Central Otago District Arts Trust for multi-year funding and allocates a grant of \$49,388 in the 2025/26 financial year and \$51,312 in the 2026/27 financial year towards operational costs. E. Approves a grant of \$4,000 to the Life Education Trust Heartland Otago Southland in the 2025/26 financial year towards subsidising school fees. F. Approves the application from the Central Otago Health Inc for multi-year funding and allocates a grant of \$7,600 in the 2025/26 financial year and a grant of \$7,800 in the 2026/27 financial years towards administration expenses. G. Declines the application from the Momentum Charitable Trust as it is not a community led activity, strengthening local community organisations. H. Declines the application from Catholic Social Services due to the precedent it would for other social services providers. I. Notes that it is each grant recipient's responsibility to obtain and/or have in place the appropriate consents, plans and licences (including resource	Community Development Lead	08 Oct 2025 All grant applicants have been advised of the outcome of the meeting and purchase orders have been raised for successful applicants. 03 Oct 2025 Action memo sent to staff.
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			consent, health and safety plans etc.) as required by legislation, agencies, property owners and/or individuals to undertake the projects.		
24/09/2025	Use of Reserves - Maniototo Community Grants Reserve	25.18.32	That the Council A. Receives the report and accepts the level of significance. B. Approves the recommendation from the Maniototo Community Board to use \$2,219 of its Maniototo Community Grant Reserves Grants Fund towards the Promotion and Events Grants 2025-26 activity.	Media and Marketing Manager	08 Oct 2025 Approved MCB grant recipients advised of confirmed grant figures and purchase orders raised. MATTER CLOSED 03 Oct 2025 Action memo sent to staff.
24/09/2025	Treatment of Community Board Deficit Reserve Balances and Internal Loans	25.18.33	That the Council A. Receives the report and accepts the level of significance. B. Authorises the write-off of internal loans detailed in table 1 below totalling \$2,848,317 recognising that as these loans are within a Governing Body there is no impact upon that governing body. C. Authorises the transfer of internal loans detailed in table 2 below, back to the lending governing body totalling \$1,244,134. D. Authorises, for the Cromwell Community Board, the transfer of reserve funds highlighted in table 3 and detailed in the report under the heading "Cromwell" E. Authorises, for the Maniototo Community Board, the transfer of reserve funds highlighted in table 4 and detailed in the report under the heading "Maniototo" F. Authorises, for the Teviot Valley Community Board, the transfer of reserve funds highlighted in table 5 and detailed in the report under the heading "Teviot Valley" G. Authorises, for the Vincent Community Board, the transfer of reserve funds highlighted in table 6 and detailed in the report under the heading "Vincent"	Chief Financial Officer	17 Oct 2025 Work will continue according to Council resolution. MATTER CLOSED 03 Oct 2025 Action memo sent to staff.

24/09/2025	Cromwell Racecourse Reserve Management Plan 2025	25.18.4	That the Council A. Receives the report and accepts the level of significance. B. Approves the Cromwell Racecourse Reserve Management Plan 2025 under delegated authority from the Minister of Conservation.	Parks Officer - Planning and Strategy	08 Oct 2025 Approved Management Plan now on Council website and all submitters advised. MATTER CLOSED. 03 Oct 2025 Action memo sent to staff.
24/09/2025	Easement Over Part of Manorburn Dam Recreation Reserve	25.18.5	That the Council A. Receives the report and accepts the level of significance. B. Approves under delegated authority from the Minister of Conservation consent for an easement granting a right of way over Part Section 1 Block V11 Cairnhill Survey District (OT17C/466), in favour of Lot 1 Deposit Plan 482914 and part Lot 3 Deposit Plan 26358 to provide access over the historically formed entrance to the residential property situated at 141 Lower Manorburn Dam Road, Galloway, subject to final survey. C. The Registrar-General of Land registers the instrument granting the right or easement against the record of title issued for the reserve. D. Agrees that Council enter into a lease agreement with adjacent landowners in accordance with Section 54 of the Reserves Act 1977 for those parts of the Reserves located on the northern side of Lower Manorburn Dam Road. E. Notes that all costs of the proposed access easements are to be met by the applicant, inclusive of any costs incurred by the grantor in relation to the easement. F. Authorise the Chief Executive Office to do all that is necessary to give effect to the resolution.	Parks and Recreation Manager	08 Oct 2025 Applicant advised and easement documentation being prepared. 03 Oct 2025 Action memo sent to staff.
24/09/2025	Request for Minister of Conservation's Consent for an	25.18.6	That the Council A. Receives the report and accepts the level of significance.	Parks and Recreation Manager	08 Oct 2025 CEO has signed easement agreement. MATTER CLOSED.

	Easement over the Sugar Loaf Scenic Reserve		B. Agrees to grant the consent of Minister of Conservation (pursuant to delegated authority), to easements in gross being granted in favour of Aurora Energy Ltd over part of the Sugar Loaf Scenic Reserve legally described as Lot 16 Deposit Plan 418764, Lot 6 Deposit Plan 433991 an Section 1 Survey Office Plan 24210 as shown in Appendix 1 of this report, for realignment and relocation of transmission lines, in accordance with section 48 of the Reserves Act 1977. C. The Registrar-General of Land registers the instrument granting the right or easement against the record of title issued for the reserve. D. Notes that all costs of the proposed easement are to be met by the applicant inclusive of any costs incurred by the grantor in relation to the easement. E. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.		03 Oct 2025 Action memo sent to staff.
24/09/2025	EHCO - Milestone Achievements & Future Direction	25.18.7	That the Council A. Receives the report and presentation on the achievements of Eden Hore Central Otago over the past 18 months. B. Endorses the revised 5-year future direction for Eden Hore Central Otago. C. Supports the continued involvement of the EHCO Steering Group in line with Eden Hore Central Otago's strategic direction.	Regional Identity Advisor	09 Oct 2025 Council was updated on the EHCO achievements and they endorsed the revised EHCO strategy and steering group members. MATTER CLOSED. 03 Oct 2025 Action memo sent to staff.
24/09/2025	2025/26 Museum Grant Applications	25.18.8	That the Council A. Receives the report and accepts the level of significance. B. Approves the application from the Teviot District Museum for multi-year funding and allocates a grant of \$4,000 a year for both the 2025/26 and 2026/27 financial years towards operating costs.	Community Development Lead	08 Oct 2025 All grant applicants have been advised of the outcome of the meeting and purchase orders have been raised for successful applicants. 03 Oct 2025 Action memo sent to staff.

			C. Approves the application from the Maniototo Early Settlers Association Inc. for multi-year funding and allocates a grant of \$8,300 a year for both the 2025/26 and 2026/27 financial years towards operating costs. D. Approves the application from the Alexandra and District Museum Inc. for multi-year funding and allocates a grant of \$82,000 in both the 2025/26 and 2026/27 financial years towards operational costs and allocates an additional grant of \$10,000 in the 2025/26 financial year towards the 20 year vision. E. Approves a grant of \$21,600 to the Cromwell Museum Trust in the 2025/26 financial year towards fixed overheads. F. Notes the request for financial support for relocation costs for Cromwell Museum and agrees to consider this as part of capital budgets. G. Notes the request for support for an education programme for Cromwell Museum and requests that this comes back as a separate application.		
24/09/2025	Request for Minister of Conservation's Consent to Easement Over Alpha Street Recreation Reserve [PRO: 3125]	25.18.9	That the Council A. Receives the report and accepts the level of significance. B. Agrees to grant the consent of Minister of Conservation (pursuant to delegated authority), to easements in gross being granted in favour of Aurora Energy Ltd over Lot 1 DP 315494 (recreation reserve), as shown in Figure 2 of the report, for High Voltage (HV) power cable, in accordance with section 48 of the Reserves Act 1977. C. Agrees to grant the consent of the Minister of Conservation (pursuant to delegated authority), to easements in gross being granted in favour of	Statutory Property Team Leader	03 Oct 2025 The water team have been advised of the consent granted on behalf of the Minister of Conservation and they will continue their work. MATTER CLOSED 03 Oct 2025 Action memo sent to staff.

			Central Otago District Council over Lot 1 DP 315494 (recreation reserve), as shown in Figure 3 of the report, for installation of a new water pipeline, in accordance with section 48 of the Reserves Act 1977. D. Agrees to grant consent of the Minister of Conservation (pursuant to delegated authority), to the construction of a borehead building to cover the existing bore situated on the boundary of Lot 1 DP 315494 as shown in Figure 4 of this report, in accordance with section 54 of the Reserves Act 1977. E. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.		
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7 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 26 November 2025.

8 RESOLUTION TO EXCLUDE THE PUBLIC

Recommendations

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

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
25.20.12 - Risk Register Update	s7(2)(j) - the withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage	To prevent use of the information for improper gain or advantage
25.20.13 - Transfer Stations Christmas Operating Days	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities 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)	To enable commercial activities To enable commercial or industrial negotiations
25.20.14 - Access Agreement MOU	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 s7(2)(c)(i) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied	Commercial sensitivity Due to an obligation of confidence and to ensure the information avenue remains open

	s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities 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)	Legal professional privilege To enable commercial activities To enable commercial or industrial negotiations
25.20.15 - October 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 s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities 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) s7(2)(j) - the withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage	Commercial sensitivity To enable commercial activities To enable commercial or industrial negotiations To prevent use of the information for improper gain or advantage