



# **AGENDA**

## **Ordinary Council Meeting Wednesday, 17 December 2025**

**Date: Wednesday, 17 December 2025**

**Time: 10.30 am**

**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, 17 December 2025 at 10.30 am. 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 T Paterson, Cr S Browne, Cr S Duncan, Cr C Laws, Cr N McLean, Cr M McPherson, Cr C Pannett, 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 (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**

Cr Paterson will begin the meeting with a karakia.

**2 APOLOGIES**

**3 PUBLIC FORUM**

**4 CONFIRMATION OF MINUTES**

Ordinary Council Meeting - 26 November 2025



**MINUTES OF A COUNCIL MEETING OF THE CENTRAL OTAGO DISTRICT COUNCIL  
HELD AT NGĀ HAU E WHĀ, WILLIAM FRASER BUILDING, 1 DUNORLING STREET,  
ALEXANDRA  
AND LIVE STREAMED VIA MICROSOFT TEAMS ON WEDNESDAY, 26 NOVEMBER 2025  
COMMENCING AT 10.31 AM**

**PRESENT:** Her Worship the Mayor T Alley (Chairperson), Cr T Paterson, Cr S Browne, Cr S Duncan, Cr C Laws, Cr N McLean, Cr M McPherson, Cr C Pannett, 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 (Group Manager - Planning, Infrastructure and Regulatory), S Righarts (Group Manager - Governance and Business Services), D Scoones (Group Manager - Community Experience), D Rushbrook (Regional Deals Lead), G Robinson (Property and Facilities Manager), A Longman (Head of Destination), D McKewen (Systems and Corporate Accountant), B Winders (Project Manager – Cromwell Special Projects), A Lines (Risk and Procurement Manager), A Crosbie (Policy and Strategy Lead), T Bates (Project Manager Construction/Airports), Z Zeelie (Team Leader – Statutory Property), W McEnteer (Governance Manager)

Note: The Deputy Mayor assumed the Chair

**1 KARAKIA**

Cr McPherson gave a karakia to begin the meeting.

**2 APOLOGIES**

**APOLOGY**

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**RESOLUTION**

**Moved: Paterson**

**Seconded: Duncan**

That the apology for lateness received from Her Worship the Mayor be accepted.

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**CARRIED**

**3 CONDOLENCES**

The meeting stood for a moment's silence in memory of Lynley Claridge. Crs McPherson, Duncan and Paterson each spoke in commemoration of Lynley's life and work.

**4 PUBLIC FORUM**

Matt Sole – Locked gates at Bendigo

Mr Sole spoke to the locked gates on paper roads in Bendigo and the proposed mine in general there. He noted that he had reached out to staff to ask to remedy the situation to no avail. He then responded to questions.

Gill Booth – Roxburgh Entertainment Centre

Ms Booth advocated for the community to make a decision on the location of the Roxburgh Entertainment Centre before any money was spent on an alternate site. She noted that the insurance money would not go far in the current economic climate. She then responded to questions.

**5 CONFIRMATION OF MINUTES**  
-----**RESOLUTION**

**Moved:** Browne  
**Seconded:** Sanders

That the public minutes of the Ordinary Council Meetings held on 24 October 2025 and 29 October 2025 be confirmed as a true and correct record.

**CARRIED**

  
-----**6 DECLARATIONS OF INTEREST**

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

**7 COMMUNITY BOARD CHAIR UPDATE****25.21.2 COMMUNITY BOARD CHAIR UPDATE**

Mark Harris, Chair of the Maniototo Community Board was unable to join the meeting.

  
-----**7 REPORTS****25.21.3 ALCOHOL & ENVIRONMENTAL HEALTH RESOURCING**

To seek approval to use up to \$25,000 from existing alcohol and environmental health reserves to support succession planning for these statutory functions.

  
-----**RESOLUTION**

**Moved:** McPherson  
**Seconded:** Duncan

That the Council

- A. Receives the report and accepts the level of significance.
- B. Approves the increase in additional costs of up to \$25,000 from reserves to be split between the alcohol licensing and environmental health cost centres as part of succession planning.

**CARRIED**

  
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**25.21.4 BUILDING CONSENT MANAGEMENT SYSTEM**

To consider the purchase and implementation of a new building consent management system from reserves.

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**RESOLUTION**

**Moved:** McLean  
**Seconded:** Scott

That the Council

- A. Receives the report and accepts the level of significance.
- B. Agrees to fund the implementation of the new consent management system from reserves.

**CARRIED**

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Note: Cr Duncan assumed the Chair as the Roding portfolio lead.

**25.21.5 PROPOSED ROAD STOPPING - UNFORMED UNNAMED ROAD THROUGH PARK BURN QUARRY**

To consider a proposal to stop the unformed, unnamed road through the Park Burn Quarry in accordance with the provisions of the Local Government Act 1974.

In addition to the report, a further item was tabled. It was the Title Plan – SO 616646.

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**RESOLUTION**

**Moved:** McPherson  
**Seconded:** Pannett

That the Council

- A. Receives the report and accepts the level of significance.
- B. Approves the proposal to stop the unformed, unnamed road that goes through the Park Burn Quarry as indicated on the attached Title Plan – SO 616646 (appendix 1 to this report), 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.
  - The stopped road parcel of land being amalgamated with the applicant's Record of Title.
  - The final survey plan being approved by the Chief Executive Officer.
- C. Agrees that a Section 345 certificate be issued stating that an esplanade strip/reserve is not required in terms of Section 345 of the Local Government Act 1974 as adequate access to Lake Dunstan is maintained and current lake access will not be affected.
- D. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

**CARRIED**

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**Attachments**

1 SO 616646 Title Plan

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Note: Cr Browne assumed the Chair as the Community Vision and Experience portfolio lead.

Note: With the permission of the meeting, item 25.21.26 was moved forward.

Note: Mark Jessop, Chair of Teviot Valley Community Board joined the meeting for item 25.21.26

Note: Her Worship the Mayor joined the meeting via Microsoft Teams, at 11.17 am.

**25.21.26 ROXBURGH ENTERTAINMENT CENTRE REBUILD PROJECT LOCATION OPTIONS**

To consider approval to investigate alternative location options for the Roxburgh Entertainment Centre Project.

After discussion it was agreed to leave the item to lie on the table until the December 2025 meeting. That would allow the public meeting scheduled to take place in Roxburgh to happen before the item returned to Council for its consideration.

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**RESOLUTION**

**Moved:** McPherson

**Seconded:** Pannett

That the Council

Leave the item to lie on the table until the December 2025 meeting.

**CARRIED**

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Note: Cr Scott left the meeting at 11.38 am and returned at 11.40 am.

Note: Cr McPherson left the meeting at 11.41 am and returned at 11.45 am.

Note: Her Worship the Mayor left the meeting at 11.55 am and returned at 11.57 am.

Note: Her Worship the Mayor left the meeting at 12.03 pm.

**25.21.6 TOURISM CENTRAL OTAGO - DESTINATION MANAGEMENT UPDATE**

To provide a six-monthly update on the Central Otago Destination Management Plan implementation and Tourism Central Otago workstreams.

Staff gave a presentation in support of their update.

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**RESOLUTION**

**Moved:** Scott

**Seconded:** Duncan

That the report be received and its contents noted.

**CARRIED**

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**Attachments**

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1 Tourism Central Otago Update

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Note: With the permission of the meeting, item 25.21.7 was moved to later in the meeting.

**25.21.8 ELECTED MEMBERS' REMUNERATION**

To consider the allocation of elected member remuneration following triennial elections.

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**RESOLUTION**

**Moved:** Duncan

**Seconded:** Browne

That the Council

- A. Receives the report and accepts the level of significance.
- B. Approves the ratios for elected member remuneration as set out in the report.

**CARRIED**

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**25.21.9 BANNOCKBURN FORESTRY BLOCK HARVEST**

To consider the removal and replanting of the approximately 60-hectare Sandflat Road Forestry Block – LOT 3 DP 403966, in conjunction with felling the Bannockburn Industrial Development Site, while also investigating potential investment opportunities associated with the land and its future use.

It was noted that carbon credits would be lost with the felling of these trees, however there was a two year grace period before they were lost.

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**RESOLUTION**

**Moved:** Duncan

**Seconded:** Pannett

That the Council

- A. Receives the report and accepts the level of significance.
- B. Approves to harvest the 60-hectare Sandflat Road Forestry Block - LOT 3 DP 403966.
- C. Recommends staff investigate the costs to replant the site to retain the carbon status and also presents options to the Board/Council for alternative uses for this site along with some indicative costs.
- D. Approves utilisation of any profit generated from the harvest either to fund the replanting of the block, including implementation of a post-planting management and weed control plan, or to explore alternative investment opportunities associated with the land and its future use.
- E. Approves to subsequently use any remaining profit to offset costs associated with the Bannockburn Industrial Subdivision.
- F. Approves removing the dog walking status on both sites.

**CARRIED**

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Note: Her Worship the Mayor returned to the meeting at 12.25 pm.

#### **25.21.10 KEY RISK REPORT**

To consider the Key Risk Register.

It was noted that the updated key risks would come to Audit and Risk in December. They would then be available for the December Council meeting.

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#### **RESOLUTION**

**Moved:** Paterson  
**Seconded:** Laws

That the report be received and its contents noted.

**CARRIED**

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Note: The meeting adjourned at 12.32 pm and resumed at 1.03 pm.

Note: Her Worship the Mayor, joined the meeting in person and resumed the Chair.

#### **25.21.7 REGISTER OF DELEGATIONS - APPOINTMENT OF A HEARINGS PANEL**

To consider appointing members of the Hearings Panel and make some changes to wording in the Hearings Panel section in the Register of Delegations.

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#### **RESOLUTION**

**Moved:** Alley  
**Seconded:** Duncan

That the Council

- A. Receives the report and accepts the level of significance.
- B. Appoints Cr Paterson as the Chair of the Hearings Panel, with Crs Browne and McPherson as members of the Hearings Panel.
- C. Adopts the changes to the Register of Delegations.
- D. Notes that this iteration of the Register of Delegations will come into force on 27 November 2025.

**CARRIED**

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#### **25.21.11 EXTENSION OF THE COMMUNITY LEASING & LICENSING POLICY**

To consider extending the Community Leasing and Licensing Policy to July 2026.

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#### **RESOLUTION**

**Moved:** Duncan  
**Seconded:** Laws

That the Council

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- 
- A. Receives the report and accepts the level of significance.
- B. Adopts the Community Leasing and Licensing Policy for an additional 13 months to July 2026.

**CARRIED**

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#### **25.21.12 EXTENSION OF THE COUNCIL-OWNED EARTHQUAKE-PRONE BUILDINGS POLICY**

To consider adopting the interim Council-owned Earthquake-prone Buildings Policy, for two years, while a comprehensive review is undertaken against proposed new legislative settings.

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##### **RESOLUTION**

**Moved: Scott**  
**Seconded: Paterson**

That the Council

- A. Receives the report and accepts the level of significance.
- B. Adopts the Council-owned Earthquake-prone Buildings Policy until October 2027.

**CARRIED**

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#### **25.21.13 FINANCIAL REPORT FOR THE PERIOD ENDING 30 SEPTEMBER 2025**

To consider the financial performance for the period ending 30 September 2025.

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##### **RESOLUTION**

**Moved: Duncan**  
**Seconded: Pannett**

That the report be received.

**CARRIED**

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#### **25.21.14 REGIONAL DEALS MEMORANDUM OF AGREEMENT**

To consider amendment to the Memorandum of Agreement (MOA) for the Otago Central Lakes Regional Deal Negotiation Committee to allow flexibility in appointing committee members, and to reconfirm Council's appointees to the joint committee.

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##### **RESOLUTION**

**Moved: Duncan**  
**Seconded: Browne**

That the Council

- A. Receives the report and accepts the level of significance.
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- 
- B. Approves an amendment to clause 2.1 and consequential amendments to three other clauses of the Memorandum of Agreement to remove the requirement for mandatory Mayor/Chair membership.
- C. Authorises Her Worship the Mayor to sign the amended Memorandum of Agreement.
- D. Notes that the amended Memorandum of Agreement must be approved by the three Partner Councils in accordance with clause 11.
- E. Notes that Otago Regional Council and Queenstown Lakes District Council will consider the amended Memorandum of Agreement at their November meetings.
- F. Reconfirms Her Worship the Mayor and Cr Paterson as Council's representatives to the Otago Central Lakes Regional Deal Negotiation Committee.

**CARRIED**

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#### **25.21.15 CAPEX REPORT ON CROMWELL MEMORIAL HALL**

To provide capex updates on the Cromwell Memorial Hall Project.

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#### **RESOLUTION**

**Moved:** Laws  
**Seconded:** McLean

That the report be received.

**CARRIED**

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### **9 MAYOR'S REPORT**

#### **25.21.16 MAYOR'S REPORT**

Her Worship the Mayor spoke to her report and discussed the recent release of the Simplifying Local Government draft proposal.

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#### **RESOLUTION**

**Moved:** Alley  
**Seconded:** Paterson

That the Council receives the report.

**CARRIED**

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### **10 STATUS REPORTS**

#### **25.21.17 NOVEMBER 2025 GOVERNANCE REPORT**

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

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**RESOLUTION**

**Moved:** Paterson  
**Seconded:** Scott

That the report be received and its contents noted.

**CARRIED**

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**11 COMMUNITY BOARD MINUTES****25.21.18 MINUTES OF THE VINCENT COMMUNITY BOARD MEETING HELD ON 30 OCTOBER 2025**

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**RESOLUTION**

**Moved:** McPherson  
**Seconded:** Paterson

That the unconfirmed Minutes of the Vincent Community Board Meeting held on 30 October 2025 be noted.

**CARRIED**

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**25.21.19 MINUTES OF THE TEVIOT VALLEY COMMUNITY BOARD MEETING HELD ON 31 OCTOBER 2025**

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**RESOLUTION**

**Moved:** McPherson  
**Seconded:** Paterson

That the unconfirmed Minutes of the Teviot Valley Community Board Meeting held on 31 October 2025 be noted.

**CARRIED**

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**25.21.20 MINUTES OF THE CROMWELL COMMUNITY BOARD MEETING HELD ON 3 NOVEMBER 2025**

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**RESOLUTION**

**Moved:** McPherson  
**Seconded:** Paterson

That the unconfirmed Minutes of the Cromwell Community Board Meeting held on 3 November 2025 be noted.

**CARRIED**

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**25.21.21 MINUTES OF THE MANIOTOTO COMMUNITY BOARD MEETING HELD ON 4 NOVEMBER 2025**

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**RESOLUTION**

**Moved:** McPherson  
**Seconded:** Paterson

That the unconfirmed Minutes of the Maniototo Community Board Meeting held on 4 November 2025 be noted.

**CARRIED**

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**12 DATE OF NEXT MEETING**

The date of the next scheduled meeting is 17 December 2025.

**13 RESOLUTION TO EXCLUDE THE PUBLIC**

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**RESOLUTION**

**Moved:** Duncan  
**Seconded:** Browne

A. 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
<b>Confidential Minutes of Ordinary Council Meeting</b>	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	Commercial sensitivity  Due to an obligation of confidence and to ensure the information avenue remains open



	<p>information should continue to be supplied</p> <p>s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p> <p>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</p>	<p>Legal professional privilege</p> <p>To enable commercial activities</p> <p>To enable commercial or industrial negotiations</p> <p>To prevent use of the information for improper gain or advantage</p>
<b>25.21.22 - Risk Register Update</b>	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
<b>25.21.23 - Improving Digital Connectivity in Central Otago</b>	<p>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</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>Commercial sensitivity</p> <p>To enable commercial activities</p> <p>To enable commercial or industrial negotiations</p>
<b>25.21.24 - Cromwell Town Centre Project</b>	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	To enable 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 or industrial negotiations
<b>25.21.25 - November 2025 Confidential Governance Report</b>	<p>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</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p> <p>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</p>	<p>Commercial sensitivity</p> <p>To enable commercial activities</p> <p>To enable commercial or industrial negotiations</p> <p>To prevent use of the information for improper gain or advantage</p>

- B. That Dylan Andrews and Sara Carter from Network Waitaki be able to join the meeting for item 25.21.23 due to their knowledge digital connectivity.

**CARRIED**

The public were excluded at 2.07 pm and the meeting closed at 3.29 pm.

## **5 DECLARATIONS OF INTEREST**

### **25.22.1 DECLARATIONS OF INTEREST REGISTER**

**Doc ID: 2671390**

Report Author:	Wayne McEnteer, Governance Manager
Reviewed and authorised by:	Saskia Righarts, Group Manager - Governance and Business Services

#### **1. Purpose**

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

#### **2. Attachments**

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

Name	Member's Declared Interests	Spouse/Partner's Declared Interests	Council Appointments
Tamah Alley	Manuherikia Irrigation Co-operative (shareholder) Cliff Care Ltd (family connection) Tenaya New Zealand Ltd (Director and Shareholder) Southern Lakes Trails (Trustee) LGNZ Zone 6 Chair Regional Deals Panel Member LGNZ National Council (Member)	Manuherikia Irrigation Co-operative Society Ltd (shareholder) Emergency Management Otago Group Controller (employee)	Central Otago Wilding Conifer Control Group Destination Advisory Board Southern Lakes Health Trust (Trustee)
Sarah Browne	Anderson Browne Construction and Development (Director and Shareholder) Infinite Energy Ltd (Shareholder) Central Otago Sports Turf Trust (Trustee) Central Football and Multisport Turf Trust (Trustee) Sutherland Architecture Studio Ltd (Employee)	Anderson Browne Construction and Development (Director and Shareholder) Infinite Energy Ltd (Employee)	
Stuart Duncan	Penvose Farms - Wedderburn Cottages and Farm at Wedderburn (shareholder) Penvose Investments - Dairy Farm at Patearoa (shareholder) Fire and Emergency New Zealand (member) JD Pat Ltd (Shareholder and Director)	Penvose Farms - Wedderburn Cottages and Farm at Wedderburn (Shareholder) Penvose Investments - Dairy Farm at Patearoa (shareholder)	Maniototo Ice Rink Committee Otago Regional Transport Committee
Cheryl Laws	The Message (Director) Wishart Family Trust (Trustee) Wooing Tree (Assistant Manager - Cellar Door) Daffodil Day Cromwell Coordinator	Otago Regional Council (Councillor) The Message (Director)	

Nathan McLean	Alexandra Squash Rackets Club (member)		
Martin McPherson	Alexandra Blossom Festival	CODC (employee) CODC (employee) (Daughter)	
Curtis Pannett	Teviot Valley Irrigation Company Ltd (Director/ Shareholder) Teviot Valley Water Care Group (Member) Rabobank Client Council (Councillor) Hill Springs Farming Company Ltd (Sole Director/Shareholder) Roxburgh Golf Club (Member)		I and H McPhail Charitable Trust Entertainment Group Steering Group/ PSG Tuapeka County Bursary Fund Committee
Tracy Paterson	Matakanui Station (Director and shareholder) Matakanui Development Co (Director and shareholder) A and T Paterson Family Trust (Trustee) A Paterson Family Trust (Trustee) Central Otago Health Inc (Elected Member) Bob Turnbull Trust (Trustee / Chair) New Zealand Wool Classers Association (Chair) Central Otago A&P Association (Member) Waiora Manuherikia Governance Group (Member) Central Otago Riding for the Disabled (Volunteer) Regional Deals Panel Member	Matakanui Station (Director and shareholder) Matakanui Development Co (Director and shareholder) A Paterson Family Trust (Trustee) A and T Paterson Family Trust (Trustee) Federated Farmers (On the executive team) Omakau Irrigation Co (Director) Matakanui Combined Rugby Football Club (Committee) Manuherikia Catchment Group (Co-chair) Omakau Domain Board Omakau Hub Committee (Chair) Manuherikia Valley Community Hub Trust (Trustee) Southern Cross Sheep Ltd (Director) Mt Stalker Ltd (Trustee) Mt Stalker Pastoral Ltd DKIL Ltd (Shareholder) Manuherikia River Limited (Director)	Central Otago Health Incorporated Otago Central Lakes Regional Deals Committee

Charlie Sanders	Cromwell Kilwinning Lodge 98 (Secretary) C&V Trustees Ltd (Director) Sandstone Design (Director)	A Women's Touch Cleaning Service (Director) A Jill of All Trades (Director)	
Bob Scott	Cromwell Golf Club (Chair and Member) Central Football Project Trust (Trustee) Dunes Owners Management Committee (Member)		

## **6 COMMUNITY BOARD CHAIR UPDATE**

### **25.22.2 COMMUNITY BOARD CHAIR UPDATE**

**Doc ID: 2656321**

#### **1. Purpose**

Mark Jessop, Chair of the Teviot Valley Community Board and Jayden Cromb, Chair of the Vincent Community Board will join the meeting to discuss matters of interest to their Boards.

#### **2. Attachments**

**Nil**

## 7 REPORTS

### 25.22.3 CENTREPOINT CARPARK TREES

Doc ID: 2658442

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

#### 1. Purpose of Report

To consider a recommendation from the Vincent Community Board to remove trees in the Centrepoint Carpark, Alexandra.

#### Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Approves that the two *Fraxinus angustifolia* subsp. *oxycarpa* 'Raywood' – Claret Ash trees and one Liquidambar tree are removed prior to autumn 2026 from the Centrepoint carpark Alexandra.
- C. Agrees that a suitable landscaping plan is actioned.
- D. Recommends that this work is carried out in accordance with Section 4.3 of the Tree Policy.
- E. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

#### 2. Background

At its November 2025 meeting the Vincent Community Board considered a report for the removal of trees at the Centre Point Carpark. This report can be found in **Appendix 1**.

Council has received regular correspondence and engaged in meetings with the Directors of Limerick Properties Limited (LPL) over what they consider are the effects the *Fraxinus angustifolia* subsp. *oxycarpa* 'Raywood' – Claret Ash trees are having on the surrounding public carpark, privately owned carpark and neighbouring buildings.

The trees were planted over 30 years ago to provide shade and amenity to this carpark area. It appears some of the trees are planted within the Limerick Property Limited owned land.

The main issues attributed to the trees by LPL include leaf litter causing drainage issues on the roof of buildings surrounding the carpark, roots causing potential trip hazards in parts of the public and privately owned carpark area.

In 2024, following discussions with LPL, Council removed 3 trees. One in the carpark itself and 2 on the corner of Ennis Street and the State Highway. A new garden has been established in this location.



Limerick Properties Limited would like the remaining four carpark trees removed.

Council arborist regularly inspects these and other trees and advise Council of any concerns they have. To date there have been no issues raised with these trees. The trees could also be reduced in height but that would not totally eliminate the issues with leaves and the localised issue with roots can be mitigated and would be best undertaken should the car park be resealed.

### 3. Discussion

Councils Tree Policy has guidance regarding the potential removal of the remaining Centrepont carpark trees given their significance and the local amenity value they provide to carpark users for shade especially in the summer.

The Board considered the Tree Policy clauses below and considered that this trees in this situation should be considered under clause 4.3 highlighted.

Councils Tree Policy states – Tree Removals. (relevant clauses)

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

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

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

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

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

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

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

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

*4.11 Prohibit tree removals for the following reasons:*

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

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

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

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

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

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

The Board resolved

*Moved: McPherson*

*Seconded: Hammington*

*That the Vincent Community Board*

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

*B. Recommends to Council that the four Fraxinus angustifolia subsp. oxycarpa 'Raywood'– Claret Ash trees are removed prior to autumn 2026 from the Centrepont carpark Alexandra.*

*C. Recommends that a suitable landscaping plan is actioned.*

*D. Recommends that this work is carried out in accordance with Section 4.3 of the Tree Policy.*

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

Please note there is only 3 trees to be removed not 4 as per the above recommendation.

#### **4. Financial Considerations**

A budget of \$20,000 has been allocated in the current financial year. To remove the 3 trees will cost approximately \$10,000.

Replanting costs are yet to be determined. The design will be similar to the new garden area planted on the Limerick Street /State highway intersection and will be completed within the allocated budget.

#### **5. Options**

##### Option 1 – (Recommended)

Recommends that the remaining three trees are removed prior to autumn 2026 from the Centrepont carpark Alexandra.

Advantages:

- The Board's recommendation is supported.
- The applicant's request has been actioned.

**Disadvantages:**

- Potential loss of amenity value from the removal of the trees without consultation result in negative public feedback.

**Option 2**

The Council undertakes community consultation on the proposal to remove trees from the Centrepoint carpark.

**Advantages:**

- Feedback from the community is considered prior to any decision to remove the trees.

**Disadvantages:**

- May delay the final decision on whether the trees are removed or not.

**6. Compliance**

<b>Local Government Act 2002 Purpose Provisions</b>	This decision enables democratic local decision making and action by, taking into consideration the effects these trees are having on immediate neighbours.
<b>Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.</b>	Councils Tree Policy
<b>Considerations as to sustainability, the environment and climate change impacts</b>	This will impact on the environment through the removal of trees. Shading provided by these trees would be removed. Over time new plantings will help mitigate this loss of amenity.
<b>Risks Analysis</b>	Moderate risk in this decision.
<b>Significance, Consultation and Engagement (internal and external)</b>	Consultation is being not being recommended.

**7. Next Steps**

Trees will be removed in Autumn 2026. Replanting will follow.

**8. Attachments**

**Appendix 1 - Vincent Community Board November Meeting Report (under separate cover) [⇒](#)**

## 25.22.4 DRAFT PARKS AND RESERVES BYLAW

Doc ID: 2660334

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

### 1. Purpose of Report

To consider submissions received on the draft Parks and Reserves Bylaw following the Special Consultative Procedure and to adopt the Parks and Reserves Bylaw.

### Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Resolves to consider the submissions on the Draft Parks and Reserves Bylaw.
- C. Adopts subject to amendments the Parks and Reserves Bylaw 2025.
- D. That Council apply to the Minister of Conservation for formal approval of the bylaw under section 108 of the Reserves Act 1977.
- E. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

### 2. Background

Parks and reserves are public places that require protection that is different from other public places. While the Council has Reserve Management Plans which set the overall direction for the development and use of a park or reserve, these management plans cannot bind the public to act in accordance with those statements.

It is important that activities in all Council Parks and Reserves are subject to reasonable limitations through a bylaw to protect them from damage and protect the public's legitimate use and enjoyment of those places. The bylaw is a regulatory tool which enables the Council to take enforcement action if any person is failing to comply with any bylaw provision.

At its August 2025 meeting Council considered a report to consult on a Draft Parks and Reserves Bylaw - **Appendix 1** and subsequently resolved the following.

**Moved: Alley**

**Seconded: Paterson**

*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.*

### 3. Discussion

Community consultation using the Special Consultative Procedure was carried out between 17 October and 18 November 2025. The purpose of the consultation was to gather public feedback on the Draft Parks and Reserves Bylaw. A total of 38 submissions were received, with 4 wishing to speak to their submission. This will take place on December 17 as part of this meeting.

A report summarising the submissions received can be found in **Appendix 2**.

The majority of submissions were either happy or neutral with the direction of the draft Bylaw. The individual comments received from submitters with staff comments are found in **Appendix 3**.

Following submissions received, the Draft Bylaw, **Appendix 4**, has been amended using track changes to provide clarity on suggested changes to clauses.

A number of submitters raised the issue of not being able to consume alcohol in a reserve while watching sport or attending an event or informal picnic. Council Alcohol Restriction in a Public Place Bylaw 2025 has been referenced to provide consistency. In broad terms alcohol cannot be consumed between 10pm and 7 am in a public place such as a Park or Reserve.

Several submitters requested clarity on what constituted a temporary structure specific wording that excludes shade tents has been added. The Building Control Act 2004 in Schedule 1, sets out a list of structures exempt from requiring any building permit.

The control of Dogs within a Park or Reserve resulted in a number of submissions being received. The draft Bylaw section on Dogs has been updated to reflect the requirements of Councils Dog Bylaw and Dog Control Policy. This includes control, restrictions or prohibition of Dogs within a Park or Reserve.

Camping within Parks and Reserves can be governed under the Reserves Act 1977 or the Freedom Camping Act 2011.

It is proposed to add an additional clause regarding camping. Council has a number of reserves where camping is permitted and some where it is not. These are spelt out within the Reserve Management Plan for a particular reserve. These Plans have been approved following public consultation. The draft Bylaw will help support the policies set out within Councils various Reserve Management Plans.

Councils draft Bylaw section on camping inconsistent with similar clauses with other Councils Parks and Reserves Bylaw.

No Bylaw made under the Reserves Act 1977 by an administering body shall have any force or effect unless and until it is approved by the Minister of Conservation.

Approval of any Bylaw by the Minister shall be conclusive evidence that it has been duly made under this Act.

Once the Bylaw is adopted by Council staff will seek Minister of Conservation approval under section 108 of the Reserves Act 1977.

#### 4. Financial Considerations

There are no additional financial implications from adopting this bylaw. Enforcement would be undertaken within existing resources.

#### 5. Options

##### Option 1 – (Recommended)

Following the consideration of submissions adopt the Parks and Reserves Bylaw 2025.

Advantages:

- Public feedback received is considered in a timely manner.

Disadvantages:

- No disadvantages have been ascertained.

##### Option 2

Do not adopt the Parks and Reserves Bylaw 2025.

Advantages:

- Further work can be undertaken to improve the Bylaw.

Disadvantages:

- Delay to implementing the Bylaw resulting in difficulty in resolving issues for customers.

#### 6. Compliance

<b>Local Government Act 2002 Purpose Provisions</b>	This decision enables democratic local decision making and action by, and on behalf of communities by considering public submissions to improve the management of local Parks and Reserves.
<b>Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.</b>	Reserve Management Plans
<b>Considerations as to sustainability, the environment and climate change impacts</b>	Not Applicable
<b>Risks Analysis</b>	Potential, as with any Bylaw for it to be legally challenged.
<b>Significance, Consultation and Engagement (internal and external)</b>	The Special Consultative Procedure was undertaken to engage with the community.

## 7. Next Steps

The proposed process for adopting a new bylaw is as follows:

- a) Council hears submissions and adopts the amended version of the Parks and Reserves Bylaw 2025– 17 December.
- b) Advertise that the Central Otago District Council Parks and Reserves Bylaw 2025– will become operative once approved by the Minister of Conservation.

## 8. Attachments

**Appendix 1 - Draft Parks and Reserves Bylaw Report August 2025 (under separate cover) [⇒](#)**

**Appendix 2 - Draft Parks and Reserves Bylaw Report (under separate cover) [⇒](#)**

**Appendix 3 - Draft Parks and Reserves Bylaw Submission Comments. (under separate cover) [⇒](#)**

**Appendix 4 - Draft Parks and Reserves Bylaw (under separate cover) [⇒](#)**

## 25.22.5 ADOPTION OF THE AUDITED 2024/25 ANNUAL REPORT

**Doc ID: 2600489**

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

### 1. Purpose of Report

To consider the adoption of the audited 2024-2025 Annual Report.

### Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Approves the Annual Report for the year ended 30 June 2025.
- C. Receives and notes the Audit opinion issued by Audit New Zealand in relation to the Annual Report for the year ended 30 June 2025.
- D. Adopts the Annual Report including the Audit New Zealand audit opinion for the year ended 30 June 2025.
- E. Authorises the Mayor and Chief Executive to sign the Annual Report 2024-2025 and Representation Letter on behalf of Council
- F. Authorises the Chief Executive to make any necessary minor edits and corrections to the annual report that may be required prior to publication.

### 2. Background

Under s98 of the Local Government Act 2002, Council must prepare a report assessing its performance against the activities and intended levels of performance, indicative costs, and sources of funds as set out in the 2021-31 Long-term Plan, 2023/24 (LTP Yr 4) and the 2024-25 Enhanced Annual Plan. This report contains specific financial statements as well as the auditor's report on those statements and on the performance targets by which performance has been judged. Council adopts this report as part of the normal annual calendar of events. The statutory timeframe for the adoption of the Annual report is the 31 October 2025. There was a delay encountered with the audit, giving rise to the Council adopting the Annual Report 2024-25 outside of the statutory deadline.

The draft annual report was presented to Audit and Risk committee on 5 September 2025 and the previous Council on 24 September 2025. Since then, there have been a couple changes to the face of the accounts for the 2024-2025 Annual Report. There have also been few amendments to the notes, this has not changed the integrity of the Annual Report.

The main changes to the 2024-25 Annual Report includes:



- Increase to cost of goods sold of \$50k, this has decreased the surplus from \$7.976M to \$7.925M.
- Increase to property, plant and equipment revaluations of \$28.383M. It was identified that subdivision land was transferred to inventory too early and was not transferred at fair value as per reporting standards requirements. Since the previous land valuation in 2022, the land was re-zoned from rural to industrial. A subsequent valuation of the land has been carried out and has been adjusted for in the Annual Report.

At the date of writing this report, verbal clearance from Audit New Zealand is anticipated. Staff continue to work with Audit New Zealand on the basis that verbal clearance will be received before the Council meeting on the 17 December 2025. The latest copy of the 2024-25 Annual Report is attached to this agenda for review. Once clearance has been received a final copy will be made available for review and adoption.

### 3. Discussion

The Annual Report will be made available to the public within one month after adoption and a Summary Annual Report will also be prepared subject to Audit New Zealand's timeline.

### 4. Financial Considerations

#### **Variances to the Annual Plan**

The end of year result has a surplus of \$7.925M, compared to the reported budget of \$8.169M in the 2024/25 annual plan. The most significant variances in income were subsidies and grants, fees and charges and interest revenue. The most significant variances in expenses are personnel costs, finance costs and other expenses. Detailed explanation of variances is on page 107 of the Annual Report 2024/25.

Total gains on asset revaluations increased by \$91.8M during the year because of asset revaluations. Valuations carried out as at 30 June 2025 include: Three waters, roading, parks and reserves, land and buildings. Areas that contributed significantly include land, parks and reserves, roading and water assets.

- Land increased in value by \$26.8M, mainly due to the change in land use of the Bannockburn forestry block from rural to industrial.
- Decrease in building valuations of (\$12.5M) is due to the removal of the Roxburgh Entertainment Centre and the Omakau hall from the asset register, along with swimming pools plant and machinery being reclassified to parks and reserves assets.
- Parks and reserves increased by \$23.06M, this is an overall depreciable replacement cost increase of 31.69%. Parks and reserve assets are valued every five years; this has resulted in a significant increase due the inflationary adjustments in recent years since the previous valuation in 2020 and the reclassification of swimming pools plant and machinery.
- Roading has increased in value by \$41.27M, this is an overall depreciable replacement cost increase of 7.94%. Roading assets were last revalued in June 2023 to allow for the asset management system to be upgraded.
- Water assets have increased by \$13.1M, this has an overall depreciable replacement cost increase of 5.8%.

2023/24 Actuals	Summary Financials	2024/25 Annual Plan	2024/25 Actuals
\$000		\$000	\$000
<b>Summary Statement of Comprehensive Revenue &amp; Expenses</b>			
78,953	Total revenue	78,788	81,243
<b>78,953</b>	<b>Total Revenue</b>	<b>78,788</b>	<b>81,243</b>
68,632	Total Expenditure (excluding finance costs and valuation losses)	68,187	71,198
1,565	Finance Costs	2,432	2,120
<b>70,197</b>	<b>Total expenditure</b>	<b>70,619</b>	<b>73,318</b>
-	Tax Expense	-	-
<b>8,756</b>	<b>Surplus/(Deficit) before tax</b>	<b>8,169</b>	<b>7,925</b>
1,763	Total gains on asset revaluations	37,792	91,826
3	Gains (losses) on revaluation of sale of financial assets	-	2
<b>10,522</b>	<b>Total comprehensive income</b>	<b>45,961</b>	<b>99,753</b>
<b>Summary Statement of Changes in Equity</b>			
<b>1,144,139</b>	<b>Opening Public Equity 1 July</b>	<b>1,049,173</b>	<b>1,154,748</b>
10,609	Total comprehensive income	45,961	99,753
87	Transfers	-	-
<b>1,154,835</b>	<b>Closing Public Equity 30 June</b>	<b>1,095,134</b>	<b>1,254,500</b>
	Closing public equity comprises of:		
<b>470,030</b>	<b>Accumulated funds</b>	<b>470,114</b>	<b>478,004</b>
<b>684,718</b>	<b>Revaluation reserve</b>	<b>720,722</b>	<b>776,497</b>
<b>Summary Statement of Financial Position</b>			
1,154,748	Total ratepayers equity	1,190,836	1,254,500
	Represented by:		
25,668	Total current assets	19,477	21,380
1,174,817	Total non-current assets	1,271,091	1,297,143
<b>1,200,485</b>	<b>Total assets</b>	<b>1,290,568</b>	<b>1,318,523</b>
	Less:		
20,737	Total current liabilities	11,193	31,389
25,000	Total non-current liabilities	88,539	32,635
<b>45,737</b>	<b>Total liabilities</b>	<b>99,732</b>	<b>64,023</b>
<b>1,154,748</b>	<b>Net assets</b>	<b>1,190,836</b>	<b>1,254,500</b>
<b>Summary Statement of Cash Flows</b>			
16,955	Net cash inflow (outflow) from operating activities	28,436	27,353
(29,679)	Net cash inflow (outflow) from investing activities	(71,953)	(51,751)
10,000	Net cash inflow (outflow) from financing activities	27,852	15,000
<b>(2,724)</b>	<b>Net increase (decrease) in cash and cash equivalents</b>	<b>(15,665)</b>	<b>(9,398)</b>
17,510	Opening cash 1 July	23,637	14,786

**14,786 Closing cash 30 June****7,972****5,389****Capital expenditure**

Capital expenditure of \$50.642M is lower than the 2024/2025 Annual Plan of \$69.452M by \$18.813M. With a total of 72.91% of the total Annual Plan budget spent, the remaining 27.1% will be reviewed and carried forward into 2025/26 budgets as required. However, if reviewed against the 2024/25 revised budgets 74.5% of the total revised budgets have been spent. This variance is raising concerns around cashflow management and debt limits, as capital remains tied up in projects that are not progressing to completion.

A summary of the the main activities are below:

2023/24 Actual \$000	Capital Expenditure	2024/25 Annual Plan \$000	2024/25 Actual \$000	Variance \$000	2024/25 Revised Budget \$000
7,868	Water	14,669	7,905	6,764	16,694
4,072	Wastewater	11,520	2,382	9,139	5,088
569	Stormwater	320	96	224	320
6,852	Roading	10,416	7,757	2,660	9,784
1,638	Environmental Services	3,020	798	2,222	3,110
-	Community, Economic and Strategic Development	-	-	-	-
1,481	Pools Parks and Cemeteries	2,399	2,896	(496)	3,872
5,394	Property and Community Facilities	25,741	26,397	(656)	26,264
335	Service Centres and Libraries	179	1,038	(859)	1,103
-	Planning and Regulatory	96	96	-	134
1,056	Governance and Corporate Services	1,092	1,277	(185)	1,601
<b>29,267</b>		<b>69,452</b>	<b>50,642</b>	<b>18,813</b>	<b>67,970</b>

**Three Waters**

The overall assessment of Three Waters activities has a favourable variance of \$6.7M against the Annual Plan 2024/25. When assessed against the revised budget there is a favourable variance of \$8.7M.

The main projects to be completed include:

- district water pipe, plant and points renewals \$4M;
- water reservoir and water take points \$1.2M;
- water treatment plant upgrades \$2.7M;
- wastewater plant and telemetry upgrades \$1.5M;
- wastewater treatment plant upgrades \$1.03M;
- wastewater septage and network upgrades \$315k; and
- stormwater network renewals and CCTV inspections \$224k.

**Roading**

This has a favourable variance of \$2.66M against the Annual Plan 2024/25. When assessed against the revised budget there is a favourable variance of \$2.027M. This is mainly due to the Little Valley Bridge project being carried forward into 2025/26.

**Environmental Services**

This has a favourable variance of \$2.222M against the Annual Plan 2024/25. When assessed against the revised budget there is a favourable variance of \$2.312M. The primary focus is securing additional funding and conducting detailed planning work for the organic collection project, which are still in progress. Planning and design work is being conducted to ensure efficient and effective waste management solutions are implemented.

**Pools, Parks and Cemeteries**

The unfavourable variance of (\$496k) is mainly due to the Alexandra River Park. The Alexandra River Park project is progressing well with external funding and additional council funding being granted to complete the project.

**Property and Community Facilities**

The unfavourable variance of (\$656k) is mainly due to the timing of the Cromwell Memorial Hall project. This project is progressing well and is ahead of the Annual Plan 2024/25 budget.

**Service Centres and Libraries**

The unfavourable variance of (\$859k) against the Annual Plan 2024/25 is due to the timing of the Alexandra Library upgrade which is continued into the 2024/25 financial year and was completed in December 2024.

**Planning Regulatory**

The vehicle renewal programme was completed within Annual Plan budgets.

**Governance and Corporate Services**

This has an unfavourable variance of (\$185k) against the Annual Plan 2024/25. When assessed against the revised budget there is a favourable variance of \$324k. This activity includes vehicle fleet pool replacements and Information Services.

The vehicle replacement programme has been completed. Information services has been working to tidy up historical projects. Projects include: information management programme, enterprise information systems programme, and user ICT programme.

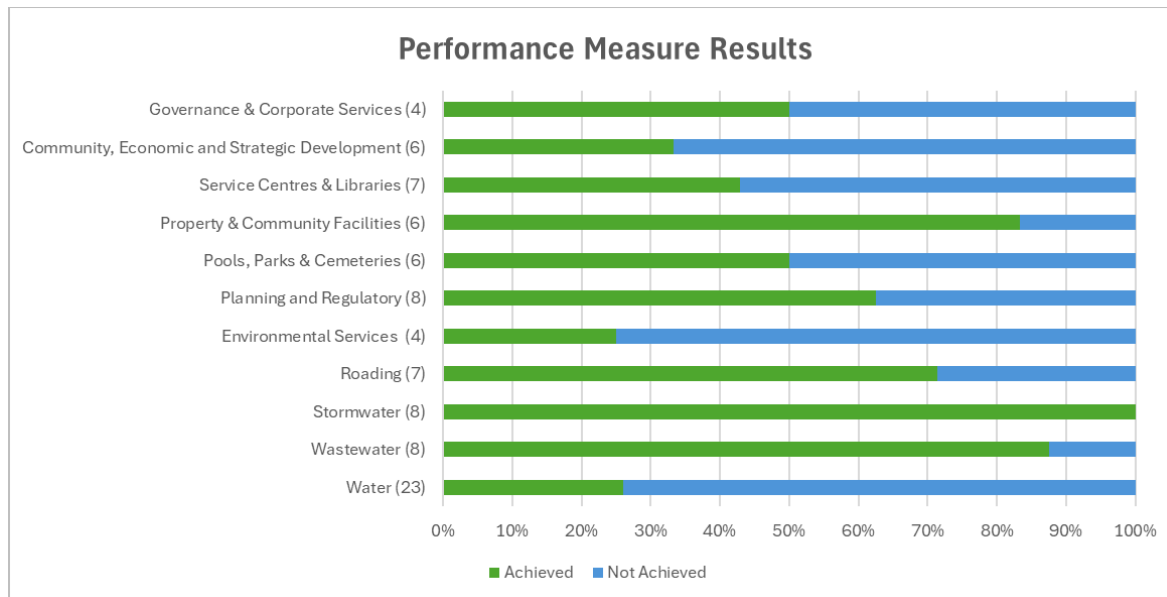
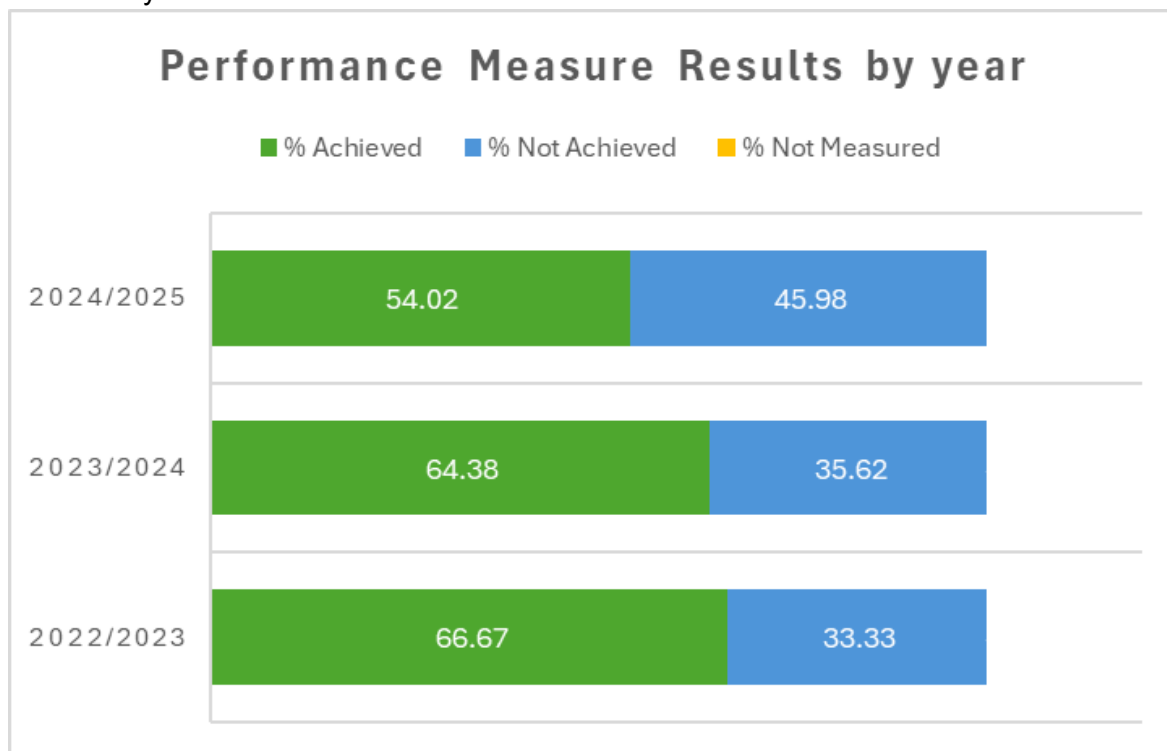
**5. Performance measures overview**

As part of the ten-year long-term plan, council is required to set performance measures. Every year, as part of council's annual budgeting process, these measures are reviewed, although council is limited in what can be changed between long-term plan cycles. This allows the community to see the intended levels of service and how these will be measured.

Outside of the ten-year long-term plan the water activity measures have been increased from nine measures to 23 measures in total. The changes have been made as a result of the Drinking Water Quality Assurance Rules 2022 where the Department of Internal Affairs have

updated the mandatory performance measures in June 2025. For more detailed information see page 27 of the Annual Report for the water performance measure.

A summary of the individual results is included below:



## 6. Compliance

### Local Government Act 2002 Purpose Provisions

This decision enables democratic local decision making and action by, and on behalf of communities by formally adopting the Annual Report of the Council's activities.

<b>Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.</b>	Adoption of the 2024-25 Annual Report is consistent with legislation.
<b>Considerations as to sustainability, the environment and climate change impacts</b>	There are no considerations to be made in this space.
<b>Risks Analysis</b>	There are no risks to adopting the Annual Report
<b>Significance, Consultation and Engagement (internal and external)</b>	This decision does not trigger the Significance and Engagement Policy, nor does it need to be consulted on.

## 7. Next Steps

Once the Council adopts the 2024-25 Annual Report and Audit New Zealand issues the written audit opinion, this report will be published on Council's website, along with the Summary 2024-25 Annual Report.

Any recommendations from Audit New Zealand will be assessed and staff will respond accordingly.

## 8. Attachments

**Appendix 1 - Annual Report 2024-25 (under separate cover) [↗](#)**

## 25.22.6 CROMWELL MEMORIAL HALL & EVENTS CENTRE - FEES AND CHARGES

Doc ID: 2664867

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

### 1. Purpose of Report

To consider the fees and charges to hire the spaces/rooms in the new Cromwell venue.

### Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Approves the attached community fees and charges to be included in the 26/27 fees and charges schedule.
- C. Notes the Board will recommend commercial rates after further discussion.
- D. Notes that this is not an exhaustive list and directs staff to continue to develop fees and charges as the operation of the venue evolves.
- E. Notes staff have received multiple bookings for the facility and supports quoted fees and that charges for these bookings are retrospectively approved.
- F. Agrees that the RSA have preferential booking rights on 25 April and 11 November, and that no venue hire will be charged to the RSA on those days, for all bookable areas of the facility.
- G. Agrees that the RSA room would be kept free for RSA use on their meeting days and that the RSA would not be charged any venue hire on these days.
- H. Notes that a workshop would be held on 4 February 2026 to discuss purpose, performance targets and usage projections with the Cromwell Community Board and Council.

### 2. Background

The fees and charges for the new Cromwell venue need to be established as a starting point so staff can provide guidance on pricing and begin to take bookings.

A workshop with the Board on Tuesday, 5 August, offered guidance on the parameters for developing these charges. Feedback from that session indicated some prices were not aligned with other local venues, so adjustments have been made in the attached schedule.

This list is not exhaustive and will require updates as the venue's operations become better understood. This report seeks to review and ratify the initial set of fees and charges as recommended by the Cromwell Community Board.

### 3. Discussion

#### Community access and utilisation

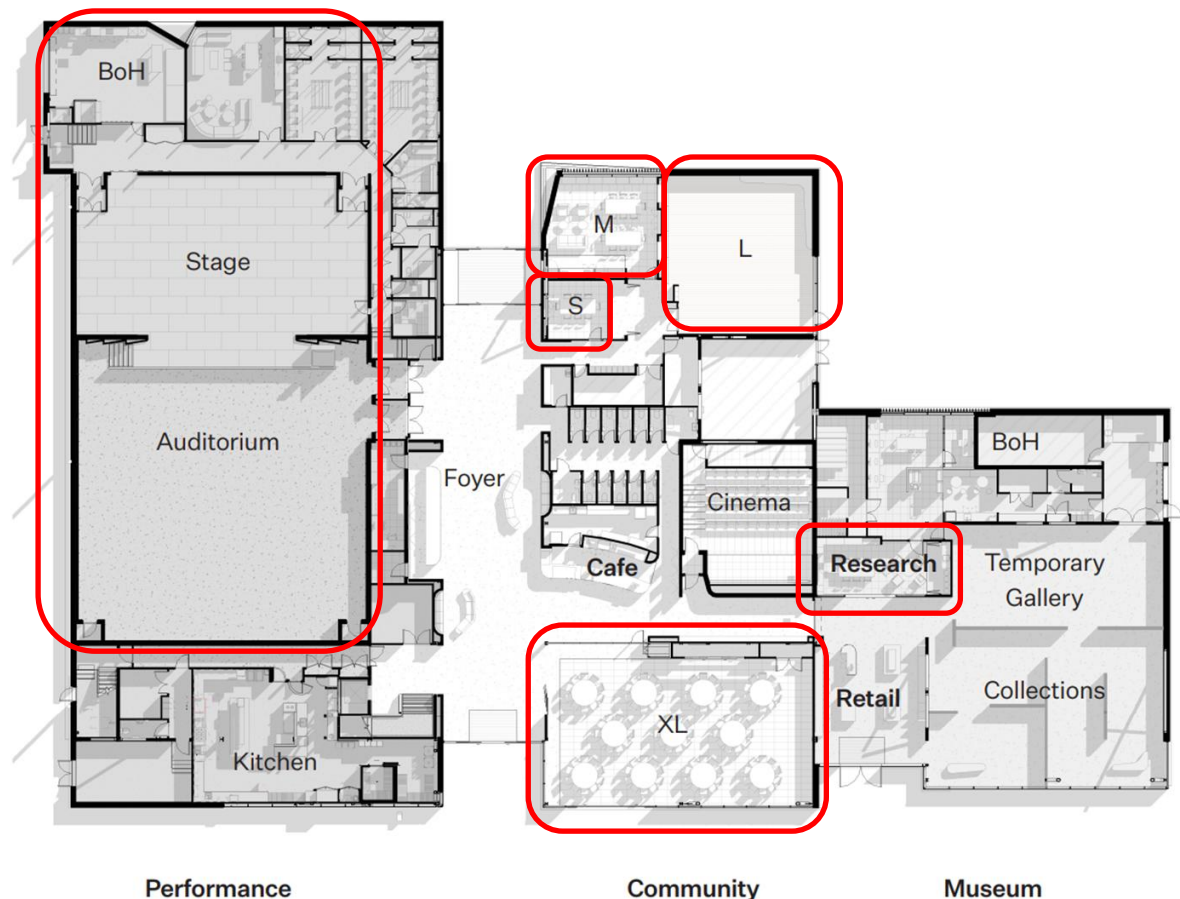
The Board has provided early direction that the venue should be accessible and welcoming for community use. In its first year of operation, the focus will be on celebrating the new facility and encouraging broad community engagement, with a target utilisation of 70% community use and 30% commercial use.

#### Funding model and review timeline

The venue's funding model aligns with other Council community facilities, with one-third of costs recovered through user fees and two-thirds funded by rates. Revenue is expected to increase gradually over time. The facility's operations, including fees and charges, will be reviewed after three years.

#### Bookable spaces

There are six bookable spaces within the facility: the auditorium, XL flexible space, large flexible space, medium room (RSA room), small meeting room, and the museum research room (refer to floor plan below). Each space varies in size, capacity, setup options, and available resources.



#### Parameters

Fees and charges have been developed for the facility with the following parameters:

1. Tiered pricing
  - a. Commercial hire (commercial business and events)
  - b. Community one (ticketed community events)
  - c. Community two (non-ticketed, free or by-donation events).



2. Hire rates are based on existing council facilities, research of other local facilities and similar facilities from around the country. As well as discussion with community groups and potential users.
3. The rates also take into account feedback from the Cromwell Community Board following the workshop on 5 August.

As the venue begins to operate and its usage patterns become clearer, it may be necessary to review and adjust the fees and charges. These updates will ensure that the pricing structure remains fair, sustainable, and reflective of actual demand and operational costs. Flexibility in this area will allow the venue to better serve our community, support a wide range of activities, and respond to evolving needs over time.

#### **4. Financial Considerations**

Fees and charges set for usage of the venue will contribute to Council's revenue.

#### **5. Feedback from Community Boards**

Feedback has been sought from the Cromwell Community Board. The resolutions in this paper were recommended by the Board and put forward to Council for ratification.

#### **6. Options**

##### Option 1 – (Recommended)

Ratify the resolutions recommended by the Cromwell Community Board.

Advantages:

- Enables bookings to commence, giving users clarity on pricing before the venue opens.
- Provides a flexible starting point that can be adjusted as operational experience grows.
- Balances accessibility for community groups with financial sustainability.

Disadvantages:

- Initial pricing may be perceived as inequitable by some users until further refinements are made.
- A parameter-based structure can be complex to manage and update, requiring ongoing monitoring.
- Future adjustments may lead to confusion if changes are frequent or not well communicated.

##### Option 2

Do not ratify resolutions from the Cromwell Community Board and request staff complete a review of the proposed fees and charges.

Advantages:

- No advantages

Disadvantages:

- Delay in staff being able to provide guidance on pricing.

**7. Compliance**

<b>Local Government Act 2002 Purpose Provisions</b>	This decision promotes the social and cultural wellbeing of communities, in the present and for the future by making sure the fees and charges set for the usage of the new venue makes it accessible for the community to use and enjoy.
<b>Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.</b>	This is consistent with other fees and charges set for Council facilities.
<b>Considerations as to sustainability, the environment and climate change impacts</b>	There are no sustainability, environment and climate changes implications.
<b>Risks Analysis</b>	<p>Risks could include inconsistency and perceived unfairness amongst users, complexity that could lead to errors and potential confusion for users.</p> <p>This can all be mitigated with clear information about the fees and charges and how they have been set.</p>
<b>Significance, Consultation and Engagement (internal and external)</b>	There are no consultation implications relating to this decision.

**8. Next Steps**

If agreed, staff will begin to work with the community fees, providing cost estimates to community groups wanting to use/book spaces in the facility.

Staff will continue to work on the commercial rates and bring a paper back to the Cromwell Community Board and Council for consideration.

**9. Attachments**

**Appendix 1 - Fees and charges** [↓](#)

**FEES & CHARGES**

Commercial hire = commercial business and events

Community 1 = ticketed community events

Community 2 = non-ticketed, free or by-koha events

**AUDITORIUM**

		RATE		
		Commercial	Community 1	Community 2
5-hour session	Morning (8am - 1pm)	500	275	200
	Afternoon (1pm - 6pm)	650	350	275
	Evening (6pm - 11pm)	800	425	350
10-hour session	Morning start (8am - 6pm)	2800	575	500
	Afternoon start (1pm - 11pm)			
15-hour session	Full day/night (8am - 11pm)	4000	650	560
Hourly	Two hour minimum	400	44	33
Pre-event set up day	Full day (9am - 5pm)	2800	125	125
	Extra hours after 5pm (per hour)		50	50

**COMMERCIAL KITCHEN**

		RATE		
		Commercial	Community 1	Community 2
Half day	5-hour block		200	180
Full day	10-hour block	500	300	250
15-hour session		800	-	-

**XL FLEX**

		RATE		
		Commercial	Community 1	Community 2
Half day	5-hour block	500	200	150
Full day	10-hour block	1000	400	300
Hourly	minimum 2 hours	200	75	50

**LARGE FLEX**

		RATE		
		Commercial	Community 1	Community 2
Half day	5-hour block	300	150	80
Full day	10-hour block	600	300	100
Hourly	minimum 2 hours	120	40	20

**MEDIUM SPACE****RSA ROOM**

		RATE		
		Commercial	Community 1	Community 2
Half day	5-hour block	250	100	60
Full day	10-hour block	500	200	120
Hourly		90	40	20

**SMALL SPACE**

		RATE		
		Commercial	Community 1	Community 2
Half day	5-hour block	120	60	60
Full day	10-hour block	200	90	90
Hourly		90	20	20

**RESEARCH ROOM****MUSEUM**

		RATE		
		Commercial	Community 1	Community 2
Half day	5-hour block	250	100	60
Full day	10-hour block	500	200	120
Hourly		90	40	20

## 25.22.7 CROMWELL MEMORIAL HALL & EVENTS CENTRE - NAMING DISCUSSION

**Doc ID: 2667504**

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

### 1. Purpose of Report

To consider a name for the new venue in Cromwell.

### Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Agrees that the venue is dual named with an English name and a Te Reo Māori name gifted by Mana Whenua.
- C. Notes that the Board will hold a workshop on 4 February 2026 to clarify the purpose and intended use of the facility, and to identify its key stakeholders.
- D. Agrees that a community feedback process on the English name takes place in March 2026
- E. Agrees that a name be approved via report to the Cromwell Community Board and to Council by the end of April 2026.
- E. Notes the option about Citizens Assemblies and the Cromwell Community Boards recommendation to consider this process for future consultation.

### 2. Background

The new Cromwell Memorial Hall is on track to open July 2026. The new facility has had a working name of Cromwell Memorial Hall and Events Centre and now needs a formal name to be confirmed. A workshop held with the Cromwell Community Board in August provided some guidance to staff about an English name for the building and it was recommended that staff go out to the community for their feedback on the name.

Another workshop for the Board and Council was held in November with Aukaha and mana whenua representatives presenting the cultural values and narrative of the building. This was a public workshop and open to all.

Staff were also directed to continue discussions with Aukaha around the gifting of a Te Reo name from mana whenua.

### 3. Discussion

The facility is intended to serve both community and commercial users, with a 70/30 split in the first year. The focus will be on community engagement, and commercial use increasing over time. The name chosen will be important for brand and marketing, and terms like "Hall" or "Centre" are being considered for how well they reflect the venue's purpose.

Memorial Hall carries historical weight, linked to post-war remembrance. While the new Cromwell facility will honour this legacy through the war memorial, it also has a broader purpose that is future-focused — hosting performances, exhibitions, and community events. A name that includes Event Centre may better reflect its modern, multi-use function and align with national trends toward “living memorials” that serve both remembrance and public engagement.

The venue is intended to serve not just Cromwell but the wider Central Otago region. Including Central Otago in the name would acknowledge its regional significance, shared funding, and anticipated broad usage. This would foster a sense of collective ownership and pride across communities. As Cromwell grows, the centre will become a cultural and civic cornerstone. Choosing a name that reflects its inclusive and visionary role ensures it honours the past while inspiring future generations.

The building’s design is deeply rooted in Central Otago’s cultural and natural landscape. Aukaha’s presentation to the Community Board highlighted the significance of the site. The story of Rākaihautu, who shaped the land with his Ko (digging stick), is central to the cultural narrative and is symbolically represented at the building’s entrance and throughout.

Council’s Open Spaces Naming Policy provides guidance for naming in both English and Te Reo Māori. It emphasises engagement with mana whenua, supports Te Reo names, and encourages dual naming.

Examples from across New Zealand show a mix of Māori and English names for similar facilities, such as Te Pae Christchurch Convention Centre, Takina Wellington Convention and Exhibition Centre, and Te Pou O Mata-Au Clutha District War Memorial and Community Centre. These examples illustrate how naming can honour cultural heritage while serving practical purposes.

### **Citizens assembly**

Informal discussions regarding a citizen’s assembly have been requested to be included in the report to the Board. A citizens’ assembly is a form of deliberative democracy where a group of people from the community—selected by lottery to reflect the diversity of the population—come together to learn about, discuss, and make recommendations on complex public issues.

Further education about citizen’s assemblies may be beneficial for Community Boards and the community to understand the process and to identify challenging projects that this process would be helpful for.

## **4. Financial Considerations**

Option 1 would have costs of approximately \$3,000 for advertising to encourage a good response for feedback, option 2 would have costs of approximately \$50,000 - \$100,000, it should be noted that is not budgeted for within the project.

Costs involved with formally inviting mana whenua to consider gifting a Te Reo name are included in CODC’s partnership with Aukaha.

## **5. Feedback from Community Boards**

Feedback has been sought from Cromwell Community Board and the recommendations in this report have been put forward by the Board to be ratified by Council.

The process for obtaining community feedback was discussed at the Cromwell Community Board meeting, and it was requested that local community groups and schools be

approached to ensure broad community involvement in naming the facility. The preferred consultation period was also considered, with a preference expressed for a quick turnaround.

The timing for gaining feedback from the community would be during March 2026 with a name approved by Council by the end of April.

## 6. Options

### Option 1 – (Recommended)

That the recommendations from the Cromwell Community Board are ratified, that the facility is dual named and a community consultation process is carried out in a timely manner to gain feedback on an English name.

Advantages:

- Community is part of the process creating a sense of ownership and pride in the new facility.
- Cultural recognition and inclusivity, particularly for younger generations.
- Place based identity and storytelling, enriching the identity of the venue.

Disadvantages:

- May not have a consensus on the English name so some in the community may feel disappointed/disconnected.
- Resistance from some of the community to have a dual name.
- Lack of confidence in the pronunciation of a Te Reo name.

### Option 2

That the building is dual named with a Te Reo name gifted by mana whenua and Council runs a citizens assembly community engagement process to provide feedback on the preferred English name for the building.

Advantages:

- Strengthens community ownership of the events centre
- Builds trust and civic pride
- Creates a name with a story and legacy

Disadvantages:

- Time is limited. Time taken to complete the citizen's assembly could mean the building opens without a name.
- Costs involved have not been budgeted for within this project.

### Option 3

The building remains unnamed.

Advantages:

- No advantages identified.

## Disadvantages:

- Lack of identity and branding
- Reduced community engagement
- Operational and communication challenges

**7. Compliance**

<b>Local Government Act 2002 Purpose Provisions</b>	This decision promotes the social and cultural wellbeing of communities, in the present and for the future by strengthening cultural identity and belonging, encouraging social cohesion and mutual respect and supports language revitalisation and education.
<b>Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.</b>	Yes  Dual naming is consistent with the Open Spaces Naming Policy
<b>Considerations as to sustainability, the environment and climate change impacts</b>	There are no implications.
<b>Risks Analysis</b>	Risks of a dual name include community division or misunderstanding, incorrect use of Te Reo Māori, practical and financial considerations such as more investment in signage, branding and education to ensure clarity and consistency.  Risks of English-only naming include cultural exclusion, reputational risk and missed educational and social opportunities.
<b>Significance, Consultation and Engagement (internal and external)</b>	The name of the building is important to the community and the Board and Council has recommended we get feedback from the community.  There is a representative from Aukaha on the project team who has been involved in all discussion around a potential dual name for the venue. Inviting mana whenua to gift a Te Reo name for the building is in line with CODC's partnership with Aukaha.  Citizen's assembly is an engagement process new to this Council and could be used to consult with the community.

**8. Next Steps**

A workshop would be held with the Cromwell Community Board on the 4<sup>th</sup> of February to clarify the purpose and intended use of the facility, and to identify its key stakeholders.

Community consultation process would occur during March 2026.

**9. Attachments**

**Nil**



## 25.22.8 SOUTHERN WATERS DEED OF AMENDMENT - COMMITMENT AGREEMENT

**Doc ID: 2661794**

Report Author:	Peter Kelly, Chief Executive Officer
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### 1. Purpose of Report

To consider the approval of the attached Deed of Amendment to the Southern Waters Commitment Agreement.

### Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Authorises the Chief Executive Officer to sign the Deed of Amendment and Cost Sharing set out in Attachment 1 of the report on behalf of the Council.

### 2. Background

Central Otago, Clutha, Gore and Waitaki District Councils formed the Southern Waters partnership in February 2025 to investigate options to meet Local Water Done Well requirements. In May 2025 the four councils launched a month-long joint consultation on three options including:

1. A jointly owned CCO (the preferred option of all four councils).
2. A stand-alone CCO.
3. An in-house business unit.

After consultation, Waitaki District Council decided on an in-house business unit and opted out of Southern Waters. In August 2025, the three councils reaffirmed their support for the jointly owned CCO and adopted a WSDP with a joint water services entity as its delivery model. The Secretary for Local Government accepted the Southern Waters combined Water Services Delivery Plan on 3 October 2025.

The Deed of Amendment addresses changes to funding and cost sharing arrangements for the establishment of Southern Waters. Under the changes, Central Otago District Council will fund all project expenses, estimated at \$8.8m by Morrison Low in July 2025 for the establishment of Southern Waters and recover the costs back from Southern Waters once it is established as joint water service entity Council Controlled Organisation (CCO).

Under the current Southern Waters Commitment Agreement, the establishment costs were equally shared across the three Councils. The three Southern Water Councils have proposed a change of cost sharing model for the following reasons:

1. To simplify the transaction costs for the establishment of Southern Waters.
2. Central Otago District Council's ability to access competitive borrowing terms.

The proposal is supported by the three Council's Chief Executives. Key provisions in the Deed of Amendment include:

1. Central Otago District Council has authority to pay all expenses incurred in connection with the project up to the approved budget.
2. All costs (including costs of borrowing), including costs incurred to date, will be refunded by Southern Waters to Central Otago District Council once established. The terms on which Central Otago District Council transfers the debt to Southern Waters will be determined at the relevant time in consultation with professional advisers.
3. Until costs are transferred to Southern Waters, the other Councils remain liable and will reimburse Central Otago District Council for their pro-rata share of establishment expenses (together with accrued interest) in the circumstances (including if Southern Waters is not established) set out in the attached Deed of Amendment.
4. The other Councils indemnify Central Otago District Council against losses arising from their breach of the Deed of Amendment.

### 3. Discussion

#### **Commitment Agreement and Cost Sharing Arrangements**

The Southern Waters Commitment Agreement sets out how the three Councils will work together to develop and establish a joint water organisation.

The Commitment Agreement includes the key activities and programme, allocation of roles and sharing of resources, accountability measures and the governance structure during the period where councils are assessing the delivery options, deciding on a preferred delivery model and through to establishment of a joint water organisation. Under the original Commitment Agreement each of the Southern Waters Councils committed to fund the costs of the project in equal parts in accordance with the Project Budget which Morrison Low estimated at \$8.8m.

Central Otago, Clutha and Gore District Councils have recently completed a series of technical workshops which will inform the development of a more detailed implementation plan for the establishment of Southern Waters. The outputs from these workshops have been aggregated and will be presented to the Chief Executives before Christmas and will inform further development and refinement of the implementation budget noted in the agreed WSDP and Schedule 5 of the Commitment Agreement.

Central Otago District Council proposes to fund all project expenses for the establishment of Southern Waters and recover the costs back from Southern Waters once it is established as a joint water service entity CCO.

Central Otago District Council has proposed a change of model for two reasons:

- To simplify the transaction costs for the establishment of Southern Waters.
- The ability of Central Otago District Council to access competitive borrowing terms.

The proposal is supported by the Chief Executives of Clutha and Gore District Councils. Key provisions in the Deed of Amendment include:

1. Central Otago District Council has authority to pay all expenses incurred in connection with the project up to the approved budget.

2. All costs (including costs of borrowing), including costs incurred to date, will be refunded by Southern Waters to Central Otago District Council once established. The terms on which Central Otago District Council transfers the debt to Southern Waters will be determined at the relevant time in consultation with professional advisers.
3. Until costs are transferred to Southern Waters, the other Councils remain liable and will reimburse Central Otago District Council for their pro-rata share of establishment expenses (together with accrued interest) in the circumstances (including if Southern Waters is not established) set out in the attached Deed of Amendment.
4. The other Councils indemnify Central Otago District Council against losses arising from their breach of the Deed of Amendment.

The attached Deed of Amendment (Attachment 1) needs to be signed by the Council Chief Executives to amend the updated Commitment Agreement and give effect to the revised cost sharing arrangements.

#### 4. Financial Considerations

The Deed of Amendment sets out the financial considerations for the Southern Water Councils including obligations under Section 5.1 repayment events and Section 5.2 consequences of repayment events.

The following indicative costings were prepared by Morrison Low in July 2025, and considered by Council in August 2025, for the establishment of the three Council Southern Waters Joint CCO:

Item	Southern Waters Joint CCO
Transition team	\$1,500,000
Entity establishment	\$640,000
Business process and design	\$400,000
Communication and engagement	\$400,000
Rebrand	\$150,000
Restructuring costs	\$250,000
Finance and funding workstream	\$400,000
Legal and compliance costs	\$400,000
Office set up costs	\$475,000
ICT system	\$4,200,000
Total Transition Costs	\$8,815,000

As noted, Central Otago, Clutha and Gore District Councils have recently completed a series of technical workshops to inform the development of a more detailed implementation plan and budget for the establishment of Southern Waters. This will be presented to the Chief Executives before Christmas and will inform further development and refinement of the implementation budget noted in the agreed WSDP and Schedule 5 of the Commitment Agreement.

## 5. Feedback from Community Boards

Not applicable in this case.

## 6. Options

### Option 1 – (Recommended)

Council authorises the Chief Executive to sign the Deed of Amendment – Cost Sharing Arrangements set out in Attachment 1.

Advantages:

- The proposed cost sharing arrangements are supported by the Southern Water Council Chief Executives.
- The attached Deed of Amendment simplifies the cost model for the establishment of Southern Waters and provides assurance for Central Otago District Council in the event of a repayment event.
- The Deed of Amendment has been reviewed by Council staff and prepared by Central Otago District Council's legal advisors Wynn Williams.

Disadvantages:

- Central Otago District Council needs to cashflow the costs of the establishment of Southern Waters.

### Option 2

Council does not authorise the Chief Executive to sign the Deed of Amendment – Cost Sharing Arrangements set out in Attachment 1.

Advantages:

- Central Otago District Council needs to cashflow the costs of the establishment of Southern Waters.

Disadvantages:

- Lost opportunity to reduce the overall cost of borrowing for the establishment of Southern Waters.
- Ongoing administrative complexity across the three Councils.

## 7. Compliance

<b>Local Government Act 2002 Purpose Provisions</b>	This decision assists with the implementation of the Council's Water Services Delivery Plan which is consistent with the purpose of local government including promoting the well-being of communities.
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<b>Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.</b>	Matters within this report are consistent with the Water Services Delivery Plan which was agreed by the Secretary for Local Government on 3 October 2025.
<b>Considerations as to sustainability, the environment and climate change impacts</b>	Matters within this report are consistent with the Water Services Delivery Plan which was agreed by the Secretary for Local Government on 3 October 2025.
<b>Risks Analysis</b>	The Deed of Amendment has been developed by Lawyers Wynn Williams. The risks to Clutha and Gore District Councils are no more than under the existing Commitment Agreement. Section 5 of the attached Deed of Amendment manages financial risks to Central Otago District Council.
<b>Significance, Consultation and Engagement (internal and external)</b>	Matters within this report have been considered against the Council's Policy on Significance and Engagement and are considered low. The WSDP covered the implementation and cost associated with establishing Southern Waters CCO.

## 8. Next Steps

The Chief Executive will sign the attached Southern Waters Deed of Amendment and Cost Sharing which will also be considered by the other Councils on 17 December 2025. Further recommendations on the implementation plan budget and establishment of the Southern Waters will be brought back to the Council in the New Year.

## 9. Attachments

**Appendix 1 - Cost Sharing Deed (under separate cover) [⇒](#)**

## 25.22.9 DELEGATION TO APPOINT THE SOUTHERN WATERS ESTABLISHMENT CHAIR

Doc ID: 2661897

Report Author:	Peter Kelly, Chief Executive Officer
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### 1. Purpose of Report

The purpose of this report is to seek a delegation from Council to the Mayor under the Local Government Act 2002, Schedule 7, Clause 32 (1) for the appointment of the Southern Waters Establishment Chair.

### Recommendations

That the Council

- A. Receives the report and accepts the level of significance.\
- B. Agrees to delegate the power to appoint the Southern Waters Establishment Chair to [Mayor Alley] as the Council's representative on the Southern Waters Councils Executive Group comprising the mayors of Clutha, Gore and Central Otago District Councils.

### 2. Background

Central Otago, Clutha, Gore and Waitaki District Councils formed the Southern Waters partnership in February 2025 to investigate options to meet Local Water Done Well requirements. In May 2025 the four councils launched a month-long joint consultation on three options including:

1. A jointly owned CCO (the preferred option of all four councils).
2. A stand-alone CCO.
3. An in-house business unit.

After consultation, Waitaki District Council decided on an in-house business unit and opted out of Southern Waters. Since this time, the three remaining Councils (Central Otago, Clutha and Gore) have continued to work on the development of the WSDP and planning for the establishment of the joint CCO. The Southern WSDP was approved by the Secretary for Local Government on 3 October 2025. The WSDP notes the appointment of leadership functions as a key milestone in the high-level implementation plan as part of the development of Southern Waters CCO and was noted in the report to Council in September 2025.

The Southern Waters Joint Water Services Delivery Plan (WSDP) was approved by the Secretary for Local Government on 3 October 2025. The WSDP and subsequent update report to Council in September notes the appointment of leadership functions as a key milestone in the high-level implementation plan for the establishment of the Southern Waters Council Controlled Organisation (CCO).

As part of this process, the Southern Waters Project Steering Group (which includes the three Chief Executives of Central Otago, Clutha and Gore District Councils) appointed Sheffield

recruitment to commence the process to identify an Establishment Chair and Programme Director in September 2025.

Nineteen applications were received for the Southern Waters Establishment Chair. Four candidates were shortlisted and interviewed by the Mayors of Central Otago, Clutha and Gore District Councils on 4 December 2025, and a preferred candidate was identified for appointment into the role pending confirmation of the delegation.

### **3. Discussion**

The Southern Waters Project Steering Group composed of the three Chief Executives of Central Otago, Clutha and Gore District Councils appointed Sheffield recruitment to commence the process to identify an Establishment Chair and Programme Director in September 2025. Sheffield commenced a recruitment campaign for both roles commenced in October and closed on 2 November. The Establishment Chair briefing pack, skills matrix and remuneration is included in attachment 1 of this report.

Nineteen applications were received for the Southern Waters Establishment Chair. Four candidates were considered by the Mayors of Central Otago, Clutha and Gore District Councils on 5 December 2025 with a preferred candidate identified for the Establishment Chair.

The purpose of this report is to seek a delegation from Council to the Mayor, as a representative on the Southern Waters Councils Executive Group, for the appointment of the Southern Waters Establishment Chair.

The Establishment Chair will lead the establishment of the new Southern Waters entity, ensuring robust governance, stakeholder engagement, risk management and high-quality decision making. In the interim, the Establishment Chair will be employer Central Otago District Council until the Southern Waters entity is established.

Under section 4.4 of the Commitment Agreement the Councils Executive Group is responsible for:

- Overseeing the executive direction of the project.
- Addressing issues that have been escalated to it by the Project Steering Group.
- Keeping informed on the project by information provided from the Project Team.

### **4. Financial Considerations**

The Southern Waters Establishment Chair – Candidate Briefing Information notes the remuneration of the Establishment Chair position will be \$80,000 per annum.

## 5. Feedback from Community Boards

Not applicable for this report.

## 6. Options

### Option 1 – (Recommended)

Council delegates the power to appoint the Southern Waters Establishment Chair to Mayor Alley under the Local Government Act 2002, Schedule 7, Clause 32.

Advantages:

- Allows the appointment of the Southern Waters Establishment Chair and leadership required to further progress the establishment of the joint CCO.
- Completes the recruitment processes commenced by Sheffield.
- Is consistent with role of Mayors role on the Councils Executive Group under the Southern Waters Commitment Agreement.

Disadvantages:

- Does not involve all Councillors in decision making process.

### Option 2

Council does not delegate the appointment of the Southern Waters Establishment Chair to [Mayor Alley] under the Local Government Act 2002, Schedule 7, Clause 32.

Advantages:

- Opportunity to consider other options to appointment of the Southern Waters Establishment Chair.

Disadvantages:

- Does not complete the recruitment process commenced for the Establishment Chair.
- May result in the loss of candidates due to the time needed to confirm an alternative decision-making process.
- May result in additional costs associated with the recruitment process for the Establishment Chair.

## 7. Compliance

<b>Local Government Act 2002 Purpose Provisions</b>	This decision assists with the implementation of the Council's WSDP, which is consistent with the purpose of local government, including promoting the well-being of communities.
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<b>Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.</b>	Matters within this report are consistent with the WSDP which was agreed by the Secretary for Local Government on 3 October 2025.
<b>Considerations as to sustainability, the environment and climate change impacts</b>	Matters within this report are consistent with the WSDP which was agreed by the Secretary for Local Government on 3 October 2025.
<b>Risks Analysis</b>	The recruitment process has been managed by independent recruitment company Sheffield.
<b>Significance, Consultation and Engagement (internal and external)</b>	Matters within this report have been considered against the Council's Policy on Significance and Engagement and is considered low. The WSDP notes the appointment of key leadership resources during 2025/26.

## 8. Next Steps

This report will be presented to Central Otago and Gore District Council for decision making on 17 December 2025. Subject the resolution by all three Councils, the Mayors under delegation will appoint the preferred candidate for the Establishment Chair.

## 9. Attachments

**Appendix 1 - Southern Waters Establishment Chair – Candidate Briefing Information (under separate cover) [⇒](#)**

## 25.22.10 COLLABORATION ON RECYCLING

Doc ID: 2663328

Report Author:	Quinton Penniall, General Manager - Planning and Infrastructure
Reviewed and authorised by:	Peter Kelly, Chief Executive Officer

### 1. Purpose of Report

To consider Central Otago District Council's involvement in Queenstown Lakes District Council's (QLDC) current procurement for a new Materials Recovery Solution.

### Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Notes that Queenstown Lakes District Council has completed the Expression of Interest (EOI) stage and is progressing to a Request for Proposal (RFP), targeted for release to market in mid-January 2026.
- C. Agrees Central Otago District Council provides its mixed recycling volumes to Queenstown Lakes District Council to be included in the Request for Proposal
- D. Notes that any proposal for Central Otago District Council to proceed with an alternative recycling processing solution or enter into a contract arrangement arising from the Queenstown Lakes District Council procurement will come back to Council for decision.

### 2. Background

Queenstown Lakes District Council owns and operates a materials recovery facility in Frankton which processes mixed recycling from the Queenstown Lakes district. Queenstown Lakes District Council has identified the facility as being at end of life and no longer fit for purpose. QLDC is therefore undertaking an open market procurement to secure a new recycling processing solution that is reliable, flexible, and adaptable to future needs.

QLDC has adopted a two-stage procurement approach comprising an expression of interest followed by a request for proposal. The expression of interest stage is complete and shortlisted suppliers are being invited to proceed to the request for proposal stage. Queenstown Lakes District Council has advised that the request for proposal documentation is being prepared and is targeted for release to the market in mid-January 2026.

Historically, Central Otago District Council used the Queenstown Lakes District Council materials recovery facility for recycling processing. Due to capacity constraints that pathway is no longer available and Central Otago District Council currently sends mixed recycling to an out-of-district materials recovery facility. This arrangement remains operationally viable but involves longer transport distances and exposes Central Otago District Council to wider market capacity and resilience constraints.

The Queenstown Lakes District Council procurement presents a timely opportunity for Central Otago District Council to understand market options and test whether a regional processing approach could provide improved resilience and value over time.

### **3. Discussion**

Queenstown Lakes District Council has requested Central Otago District Council involvement in the request for proposal stage as a non-scoring advisor. This enables Central Otago District Council to observe and provide practical input relevant to Central Otago District Council service delivery, while maintaining Queenstown Lakes District Council's procurement independence and evaluation integrity.

As part of the request for proposal, Queenstown Lakes District Council will seek pricing options with and without Central Otago District Council volumes. Central Otago District Council participation will therefore include providing conservative, best-available information on expected mixed recycling volumes and relevant interface assumptions so that respondents can price on a consistent basis.

Inclusion of Central Otago District Council volumes in request for proposal pricing is non-binding. Council is not being asked through this report to commit volumes, approve a contract, or change its current processing pathway. The purpose is to ensure Central Otago District Council is able to assess the procurement outcomes as an alternative option to the current solution.

If the request for proposal outcomes indicates an advantage for Central Otago District Council, a further report will be prepared for the Central Otago District Council that considers the merits of any proposed arrangement and seeks the necessary approvals before any change is made.

### **4. Financial Considerations**

There are no costs associated with participating in the request for proposal process as a non-scoring advisor and providing volumes for pricing. This work will be managed within existing staff time and operating budgets.

Any future financial implications for Central Otago District Council would only arise if Council is asked to consider, and approve, a change to Central Otago District Council's recycling processing arrangements. Those implications would be presented in a subsequent report, supported by financial modelling and a comparison against the status quo, including processing fees, transport, contract terms, and risk allocation.

### **5. Feedback from Community Boards**

Feedback from Community Boards has not been sought for this report as the decision relates to participation in another council's procurement process only, does not change service levels or recycling arrangements at this stage, and any proposal involving a change to processing arrangements would be for decision later.

## 6. Options

### Option 1 – (Recommended)

Approve providing Central Otago District Council mixed recycling volumes to Queenstown Lakes District Council for inclusion in request for proposal pricing options.

Advantages:

- Keeps open the option of a future regional recycling solution, without any commitment at this stage.
- Does not commit Central Otago District Council to any contract or change in current processing arrangements.
- Enables Central Otago District Council to see actual market pricing and service options for its volumes.

Disadvantages:

- Requires staff time to confirm volumes and relevant assumptions for pricing purposes.

### Option 2

Do not provide Central Otago District Council volumes for inclusion in request for proposal pricing.

Advantages:

- No additional staff time required.

Disadvantages:

- Potentially limits Central Otago District Council's ability to access a more local, more cost effective regional recycling solution in the future.

## 7. Compliance

<b>Local Government Act 2002 Purpose Provisions</b>	<p>This decision enables democratic local decision making and action by, and on behalf of communities by ensuring the Central Otago District Council has access to market pricing information to inform future decisions about recycling processing arrangements, without committing the Council to any change at this stage.</p> <p>This decision promotes the environmental and economic wellbeing of communities, in the present and for the future by supporting prudent planning for reliable and resilient recycling processing pathways and enabling evidence-based comparison to the current out-of-district approach.</p>
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<b>Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.</b>	This decision is consistent with the Central Otago District Council Waste Management and Minimisation Plan and current service levels, as it supports the exploration of improved waste and recycling outcomes and regional collaboration opportunities without changing operations or funding commitments.
<b>Considerations as to sustainability, the environment and climate change impacts</b>	Including Central Otago District Council volumes in the request for proposal supports assessment of options that may reduce transport distances, improve resilience of recycling processing, and support more sustainable resource recovery outcomes. No direct environmental effects arise from this decision alone.
<b>Risks Analysis</b>	Key risks are low and relate primarily to managing expectations and information sharing. These are mitigated by clear messaging that inclusion of volumes is non-binding, maintaining confidentiality and procurement integrity, and bringing any proposal involving a change to processing arrangements back to the Council for a separate decision.
<b>Significance, Consultation and Engagement (internal and external)</b>	The decision is procedural and preparatory in nature and does not alter service levels, budgets, or contractual arrangements. Consultation is therefore not required at this stage. Internal engagement will occur with relevant staff to confirm volumes and assumptions. Any proposal to proceed with an alternative processing solution would be reported back to the Central Otago District Council and would include appropriate engagement and consultation as required.

## 8. Next Steps

Provide the confirmed volumes and assumptions to Queenstown Lakes District Council for inclusion in the request for proposal as an optional “with Central Otago District Council volumes” pricing scenario.

If a preferred proposal indicates a clear benefit, prepare a further report to the Council seeking a decision on whether to proceed with any change to processing arrangements, including full financial modelling, risks, and implementation implications.

## 9. Attachments

Nil

## 25.22.11 REVIEW OF RATING ARRANGEMENTS

**Doc ID: 2662312**

Report Author:	Paul Morris, Chief Financial Officer
Reviewed and authorised by:	Saskia Righarts, Group Manager - Governance and Business Services

### 1. Purpose of Report

To consider undertaking a rating review to input into Council's Revenue and Financing Policy and Long-term plan 2027-37.

### Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Authorises staff to commence a comprehensive rates review.

### 2. Background

Council in the previous triennium indicated that it wanted to review all aspects of its rates in the light of three waters being transferred to a regional water entity, the impact of district wide funding of rates and the significant rates increases some of the ratepayer base has faced in the past two years.

A workshop was held on 24<sup>th</sup> November to introduce Council to the process and feedback from that workshop was general acceptance of the need to undertake a rates review.

### 3. Discussion

The rating system is how Council calculates how much each property owner needs to pay towards funding the activities Council provides.

The previous Council indicated a preference for undertaking rates review to ensure the rating system is fit for purpose in the post three waters transfer climate.

The rating system has not been reviewed for many years, and it is appropriate to look at it in its entirety to ensure it is fit for purpose.

#### 4. Financial Considerations

Budget allowance has been made in year 1 of the Council's Long-term plan 2025-34 and the proposed Annual plan 2026-27.

#### 5. Feedback from Community Boards

No feedback has been sought from community boards. However, community boards have been (or shortly will be) informed of Council's intentions through workshops with each community board.

#### 6. Options

##### Option 1 – (Recommended)

Undertake a rates system review

Advantages:

- Allows Council to review and redesign, if appropriate, all its current rating system.
- Propose new rates for industries currently not covered adequately by the current rating system
- Allows Council to rebalance rates because of the transfer of three waters responsibility to a council controlled organisation.

Disadvantages:

- Cost associated with the review could be high. This will depend on Council's direction and how much modelling will need to be done during the process.

##### Option 2

Retain the Status Quo

Advantages:

- The current rating system is a known quantity.
- There is no cost of a review.

Disadvantages:

- Council is still operating in the current system which has not been reviewed for a significant period of time, and any changes to the system will be done in an ad hoc manner.

#### 7. Compliance

<b>Local Government Act 2002 Purpose Provisions</b>	This decision enables democratic local decision making and action by, and on behalf of communities by reviewing the taxation methods and levels to ensure there is an equitable distribution of rates burden.  <b>AND</b>
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	This decision promotes the (social/cultural/economic/environmental) wellbeing of communities, in the present and for the future by ensuring the cost of Council services are more fairly distributed.
<b>Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.</b>	N/A
<b>Considerations as to sustainability, the environment and climate change impacts</b>	N/A
<b>Risks Analysis</b>	N/A
<b>Significance, Consultation and Engagement (internal and external)</b>	Once Council has decided on whether it wants to undertake the review a detailed timeline including pre-engagement and engagement will be developed.

## 8. Next Steps

Staff will work through the process to have prepared a Revenue and Financing policy proposal for consultation by June 2026.

## 9. Attachments

Nil



## 8 STATUS REPORTS

### 25.22.12 DECEMBER 2025 GOVERNANCE REPORT

Doc ID: 2666678

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, business plans and status report updates.

#### Recommendations

That the report be received and its contents noted.

#### 2. Discussion

##### Status Reports

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

##### Tūhura Otago Museum's Annual Report for 2024/25

Tūhura Otago Museum provides an annual report to local authorities that provide funding. The report was previously sent to Councillors (see Appendix 2).

##### Risk Register Item

The item on the risk register was previously sent to Council (see appendix 3).

#### 3. Attachments

**Appendix 1 - Council Status Updates (under separate cover)** [⇒](#)

**Appendix 2 - 2024/25 Annual Report from Tūhura Otago Museum (under separate cover)** [⇒](#)

**Appendix 3 - Risk Risk Register Item (under separate cover)** [⇒](#)

## **9 COMMUNITY BOARD MINUTES**

### **25.22.13 MINUTES OF THE MANIOTOTO COMMUNITY BOARD MEETING HELD ON 27 NOVEMBER 2025**

**Doc ID: 2660886**

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

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#### **Recommendations**

That the unconfirmed Minutes of the Maniototo Community Board Meeting held on 27 November 2025 be noted.

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#### **1. Attachments**

**Appendix 1 - Minutes of the Maniototo Community Board Meeting held on 27 November 2025**

**MINUTES OF A MEETING OF THE  
MANIOTOTO COMMUNITY BOARD  
HELD IN THE RANFURLY SERVICE CENTRE, 15 PERY STREET, RANFURLY  
AND LIVE STREAMED VIA MICROSOFT TEAMS ON THURSDAY, 27 NOVEMBER 2025  
COMMENCING AT 2.00 PM**

**PRESENT:** Mr M Harris (Chair), Mr L Dowling, Cr S Duncan, Mr D Helm, Ms R McAuley

**IN ATTENDANCE:** P Kelly (Chief Executive Officer), Q Penniall (Group Manager - Planning, Infrastructure and Regulatory), L Fleck (Group Manager - People and Culture, Acting Group Manager - Community Vision) via Microsoft Teams, S Righarts (Group Manager - Governance and Business Services) via Microsoft Teams, D Scoones (Group Manager - Community Experience), G Bailey (Parks and Recreation Manager), N Lanham (Economic Development Manager), S Reynolds (Governance Support Officer)

## **1 APOLOGIES**

There were no apologies.

## **2 PUBLIC FORUM**

### Russ Haigh and Tania Murray – High Country Couture

Mr Haigh and Ms Murray spoke about their concept for creating a High Country Couture centre to showcase the story of Eden Hore at a premises they have purchased at 5 Charlemont Street, Ranfurly. They presented slides outlining the layout of the proposed concept store and noted their belief that the current interest in Eden Hore and his collection would attract both domestic and international visitors.

Mr Haigh and Ms Murray then responded to questions.

## **3 CONDOLENCES**

The chair referred to the deaths of John Stringer, Patricia Helm and Francis Eason. Members stood for a moment's silence as a mark of respect.

## **4 CONFIRMATION OF MINUTES**

### **COMMITTEE RESOLUTION**

**Moved:** Duncan  
**Seconded:** McAuley

That the public minutes of the Maniototo Community Board Meeting held on 4 November 2025 be confirmed as a true and correct record.

**CARRIED**

## **5 DECLARATIONS OF INTEREST**

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

**6 MAYOR'S REPORT****25.6.2 MAYOR'S REPORT**

Her Worship the Mayor was not present at the meeting so no report was given.

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**7 CHAIR'S REPORT****25.6.3 CHAIR'S REPORT**

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

- Congratulated the members and welcomed Logan Dowling to the board.
  - Thanked the other candidates for standing and noted it was really positive to have so many people put themselves forward.
  - Thanked Rob Hazlett for his work on the Maniototo Community Board over the past 12 years and noted that he would be missed on the board.
  - Reminded everyone that board members contact details are available and that the board are keen to work on innovative ways to communicate with the community.
  - Had been contacted about a pest problem on a vacant section in the town.
  - Had reported an issue with a tree on Alison Bridge Lane.
  - Had attended a Maniototo Community Board strategy session with Rebecca McElrea which was a really positive.
  - Noted that all the footpaths in the town had been sprayed.
- 

**COMMITTEE RESOLUTION**

**Moved:** Harris  
**Seconded:** Duncan

That the report be received.

**CARRIED**

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**8 MEMBERS' REPORTS****25.6.4 MEMBERS' REPORTS**

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

Ms McAulay reported on the following:

- Late night shopping is next Friday and noted that the main street is busy.
  - Noted that the pool is open and they are fully staffed and has new longer hours for the busy season, and that the staff are doing a brilliant job.
  - Had received requests about the possible removal of the fence that borders the rail trail and the main street shops. It was noted that this was shared fence with council and Department of Conservation and that Otago Central Rail Trail Trust would be approached about this.
  - Attended a recent Civic Defence evening, and noted the interesting discussion and commented that many people were not prepared for an event.
-

- Suggested it would be beneficial to have a presence at the A&P show and involving children in activities. It was confirmed that Council is planning to attend the shows and that staff will work with members to support this.

Mr Helm reported on the following:

- Attended the recent board strategy session.
- Had put in a service request for broom spraying.

Mr Dowling reported on the following:

- Noted issues with roading and broom and encouraged people to submit service requests.
- Asked who owns the buildings behind the railway station and whether any development is planned. Requested that council connect with Department of Conservation about this and encourage progress.
- Noted irrigation issues at the stadium at number 3 field appeared to be resolved.
- Kids' cricket is in full swing.
- The recent basketball competition raised concerns about only one hoop being available; staff were unaware of this. Additional hoops have now been installed and look good.
- Discussed the tree removal at the stadium and queried the plans for replanting in the area. It was noted that more trees in the reserve require removal, and asked that as part of this work a replanting scheme was addressed. It was noted that this is a Council responsibility, not Tiaki Maniototo.
- Reported that the squash club is leaking in the upstairs room and staff noted that this would be investigated.

Cr Duncan reported on the following;

- Noted the swearing-in of the new Council, acknowledged outgoing members, and commented positively on having a new team around the table.
- Attended the Rural and Provincial conference; it highlighted that our region is one of the few still experiencing growth and that we are entering an uncertain period of government reform. Discussed concerns about rates capping and the risk of small communities losing their voice. Attended the conference evening event and met with other local body politicians noting that there is a promising selection of Mayors in the South Island.
- Attended the Christchurch Show and the races the following day; noted the large crowds and that Canterbury is booming.
- Attended the business group meeting and noted increasing activity, strong booking numbers, and general busyness across the sector.
- Gave an update on yesterday's Council meeting, including uncertainty around the regulatory role and what comes next. Discussed regional deals, and considered the future around potential amalgamation and the level of influence we may have.
- Attended the Civil Defence evening; noted the high number of volunteers and expressed concern about large businesses drawing on volunteer resources while not contributing to the community.
- Noted concerns about Plunket losing funding in the district and the importance of this service, specifically their kids swim programme.
- Raised the issue of tree removals and the emotive nature of the situation; requested clarity for any future works.
- Acknowledged the work undertaken by Rob Hazlett over the last twelve years on the Maniototo Community Board.
- Acknowledged the significant contribution of Lynley Claridge to Council, particularly locally her work on the Naseby Dark Sky project.

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**COMMITTEE RESOLUTION**

**Moved:** McAuley  
**Seconded:** Helm

That the report be received.

**CARRIED**

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Note: Cr Duncan and Mr Helm left the meeting at 2.50 pm.

**9 STATUS REPORTS****25.6.5 NOVEMBER 2025 GOVERNANCE REPORT**

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

Staff gave an update on the draft Economic Development Strategy.

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**COMMITTEE RESOLUTION**

**Moved:** Dowling  
**Seconded:** Harris

That the report be received.

**CARRIED**

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Note: Cr Duncan and Mr Helm returned to the meeting at 3.02 pm.

**10 DATE OF THE NEXT MEETING**

The date of the next scheduled meeting is 12 February 2026.

**The meeting closed at 3.04 pm**

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**CHAIR / /**

**25.22.14 MINUTES OF THE VINCENT COMMUNITY BOARD MEETING HELD ON 18 NOVEMBER 2025**

**Doc ID: 2661158**

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

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**Recommendations**

That the unconfirmed Minutes of the Vincent Community Board Meeting held on 18 November 2025 be noted.

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**1. Attachments**

**Appendix 1 - Minutes of the Vincent Community Board Meeting held on 18 November 2025**

**MINUTES OF A MEETING OF THE  
VINCENT COMMUNITY BOARD  
HELD IN THE NGĀ HAU E WHĀ, WILLIAM FRASER BUILDING, 1 DUNORLING STREET,  
ALEXANDRA  
AND LIVE STREAMED VIA MICROSOFT TEAMS ON TUESDAY, 18 NOVEMBER 2025  
COMMENCING AT 10.00 AM**

**PRESENT:** Mr J Cromb (Chairperson), Mr T Hammington, Cr M McPherson, Mr J Moffitt, Ms K Sanders

**IN ATTENDANCE:** T Alley (Mayor), D Scoones (Acting Chief Executive Officer), J Muir (Group Manager - Three Waters), L Fleck (Group Manager - People and Culture, Acting Group Manager - Community Vision), Q Penniall (Group Manager - Planning, Infrastructure and Regulatory), G Robinson (Acting Group Manager - Community Experience), G Bailey (Parks and Recreation Manager), N Lanham (Economic Development Manager), P Fleet (Roading Manager), S Reynolds (Governance Support Officer)

## **1 APOLOGIES**

There were no apologies.

## **2 PUBLIC FORUM**

### Ken Churchill – Aronui Dam

Mr Churchill spoke about issues at the Aronui Dam, noting that the sluice valve and overflow channel inlet were blocked and contributing to water flowing through the rocks. He also noted that the raupō eradication first undertaken by the community in 2014 had not been satisfactorily managed under council oversight.

Mr Churchill then responded to questions.

### Russell Ibbotson and Daphne Hull – Trees at Centrepont Car Park

Mr Ibbotson spoke about the issues caused by the trees in the Centrepont Car Park, noting the property damage they have caused over more than ten years. He acknowledged that recently staff and the current Mayor had been helpful in working toward a resolution to this issue. Whilst recognising the trees' aesthetic value, he stated that as they have matured they have created significant health and safety concerns, making them unsuitable for this location.

Ms Hull spoke about the successful replacement planting in the carpark following the removal of one of the trees and noted that they hoped a similar approach could be implemented after the removal of the remaining trees.

Mr Ibbotson then responded to questions.

## **3 CONFIRMATION OF MINUTES**

### **COMMITTEE RESOLUTION**

**Moved:** Moffitt  
**Seconded:** McPherson

That the public minutes of the Vincent Community Board Meeting held on 30 October 2025 be confirmed as a true and correct record.

**CARRIED**



## 4 DECLARATIONS OF INTEREST

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

It was noted that there was an error on Ms Sanders declarations and that this would be corrected for the next meeting.

Note: By permission of the meeting item 25.8.7 was heard first.

## 5 MAYOR'S REPORT

### 25.8.7 MAYOR'S REPORT

Her Worship the Mayor reported on the following:

- Molyneux Turf working hard at fundraising to be able to get underway. I attended an event where Gemma McCaw spoke about her life and hockey, which was very entertaining. Please keep your eyes peeled for other events coming up for this worthwhile cause.
- Dunstan Hospital Foundation has been launched - and one of the comments was "why has it taken this long?" Many people want to support the hospital in a monetary way, and the Foundation will enable people to donate money, including bequeaths, in an easy way that enables the hospital to continue to provide top level services for our communities.
- International Students event at Dunstan High with students from Dunstan High School and Cromwell College. When all the other students head off to exams, the international students start a fun programme experiencing all that central has to offer, like bike riding, fishing and exploring.
- We've sworn in all our community boards - and everyone feels supercharged to get into the next triennium.
- Rural and Provincial councils meeting in Wellington - presentation from Brad Olsen of Infometrics. He noted "we're still trying to find the economic normal across the country," also that electricity pricing is increasing at the fastest rate since the 1980's, and nothing that we're doing in Local Government is becoming cheaper to provide. He noted that making sure we're getting a good deal will be imperative this term, more so than ever, and I know this board will agree with that.
- There was also an excellent presentation from the Mayor and Chief Executive of North Sydney Council on rates capping. They noted people are a lot more aware of rising costs than they have been in the past. The mayor also spoke about the facts rates capping doesn't account for the differences between small rural councils, and metropolitan councils even though their costs and challenges vary significantly, and that given councils are the closest to communities, they are most aware of what their people hold important. They noted that the rates pegs (caps) they operate under has "trapped them in a permanent state of financial catchup" - hence their application for an exemption to raise the rates by more than 50% over two years, to catch up on a large amount of deferred maintenance that is now imperative. They finished with "be careful what you wish for."
- One thing that has come in recently is the increase in metred water rates, and people's enthusiasm, or not, to water the berms outside their property. There is a conversation coming, especially for our main street, over what "nice" means for a berm, what alternative options to grass might be, and if the board wants to have a view on alternatives.

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## COMMITTEE RESOLUTION

Moved: Cromb  
Seconded: Hammington

That the Vincent Community Board receives the report.

**CARRIED**

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## 6 REPORTS

### 25.8.2 COMMUNITY POLICE UPDATE - SERGEANT DEREK EALSON

Sergeant Derek Ealson was unable to attend.

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### 25.8.3 CENTREPOINT CARPARK TREES

To consider undertaking community consultation on a request to remove trees in the Centre Point Carpark, Alexandra.

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#### COMMITTEE RESOLUTION

**Moved:** McPherson  
**Seconded:** Hammington

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
- B. Recommends to Council that the four *Fraxinus angustifolia* subsp. *oxycarpa* 'Raywood'– Claret Ash trees are removed prior to autumn 2026 from the Centrepoint carpark Alexandra.
- C. Recommends that a suitable landscaping plan is actioned.
- D. Recommends that this work is carried out in accordance with Section 4.3 of the Tree Policy.
- E. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

**CARRIED**

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### 25.8.4 TREE REMOVAL STATE HIGHWAY 8 ALEXANDRA.

To consider undertaking community consultation on a request to remove Poplar trees along State Highway 8 Alexandra.

There was discussion around the possible suitable replanting plan and that there was a move to planting one variety that flowered at the same time.

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#### COMMITTEE RESOLUTION

**Moved:** McPherson  
**Seconded:** Hammington

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
  - B. Authorises that the Community is consulted, in line with Councils Tree Policy, on the proposal to remove thirty-six poplar *Populus nigra* (Black Poplar) trees along State Highway 8 Alexandra.
  - C. Agrees that the Vincent Community Board consider all submissions received.
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- 
- D. Agrees that following the hearing of submissions the Vincent Community Board provides a recommendation to Council for its consideration.
- E. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

**CARRIED**

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### **25.8.5 ARONUI DAM**

To consider results from an engineering assessment of the Aronui Dam.

Following discussion it was decided to recommend funding for the dam break assessment and for the ongoing removal of raupō be considered in the 2027 – 2037 Long-term Plan. It was also noted that Council would work with the 'Friends of Aronui Dam' to restore the raupō to a similar level as when the initial clearance work was completed in 2014.

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#### **COMMITTEE RESOLUTION**

**Moved: McPherson**  
**Seconded: Moffitt**

- A. That the report be received and its contents noted.
- B. Recommends to Council that funding for appropriate risk assessments, including a dam break assessment be considered in the 2027 – 2037 Long-term Plan.
- C. Recommend to Council the removal of the raupō, to achieve a similar state as 2015 (including a small area set aside for the breeding of the water fowl) be considered in the 2027 – 2037 Long-term Plan.
- D. Recommends that the Council work with 'Friends of Aronui Dam' regarding ongoing maintenance funding should be considered for inclusion in the 2027 – 2037 Long-term Plan.

**CARRIED**

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### **25.8.6 ROAD NAME APPROVAL REPORT - NGAPARA STREET**

To consider a request to name two roads in a subdivision off Ngapara Street, Alexandra.

It was noted that an additional report would be brought to the board exploring opportunities to work with groups in the community to expand on the list of recommended names for the Vincent ward on the Road Naming Policy.

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#### **COMMITTEE RESOLUTION**

**Moved: Hammington**  
**Seconded: Moffitt**

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees that the roads be named Weller Drive and Rapiti Close.

**CARRIED**

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## **7 CHAIR'S REPORT**

### **25.8.8 CHAIR'S REPORT**

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

- Had been focused on setting up for success this term, established reporting structure with council staff and aiming to increase community engagement in board processes.
- Met with Sergeant Derek Ealson from the Alexandra Police to explore collaboration opportunities and from early 2026, the police will provide a verbal update as a standing agenda item.
- Had been planning for a strategy training session and a Long-term Plan workshop for the board in December and noted that he was looking forward to hearing Board members' priorities for the next three years.
- Noted that the board would once again be taking meetings on the road, with the first meeting of 2026 scheduled for 3 February at the Omakau Rugby Clubrooms, and the 17 March meeting scheduled for the Old Vincent County Council Chambers in Clyde.
- Attended meetings of the Alexandra and Districts Youth Trust, Community House, ACOSS.
- Met with Omakau Reserve Committee to discuss future purpose; further updates expected before the workshop.
- Officially opened the final Dennis Kent exhibition held at Central Stories.
- Had a Wellington trip with Community Networks Aotearoa: observed strong NGO–government collaboration at the City Mission. Key takeaway: Our partnerships with not-for-profits are ahead of many boards nationally.
- Would be attending Young Elected Members Hui in Wellington next week (LGNZ-supported group for members under 40).
- As it was the final meeting of 2026, he thanked the community for their involvement in the Long-term Plan, public forums, and in the election. He also thanked council staff, Mayor Tamah Alley, former members Roger Browne and Dai Johns and the current members.

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### **COMMITTEE RESOLUTION**

**Moved:** Cromb  
**Seconded:** Hammington

That the report be received.

**CARRIED**

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## **8 MEMBERS' REPORTS**

### **25.8.9 MEMBERS' REPORTS**

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

Cr McPherson had nothing to report.

Ms Sanders had nothing to report.

Mr Moffitt had nothing to report.

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Mr Hammington reported on his meeting with the chair of the board and staff, where they discussed how the board could contribute to the Long-term Plan and the feedback received from community groups regarding their potential involvement.

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#### **COMMITTEE RESOLUTION**

**Moved:** Cromb  
**Seconded:** Hammington

That the report be received.

**CARRIED**

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### **9 STATUS REPORTS**

#### **25.8.10 NOVEMBER 2025 GOVERNANCE REPORT**

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

Staff gave a verbal update on the progress of the installation of the temporary bridge and the improvement project for the Little Valley Bridge.

The Economic Development Manager gave a presentation on the Economic Development Draft Strategy.

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#### **COMMITTEE RESOLUTION**

**Moved:** Cromb  
**Seconded:** Hammington

That the report be received.

**CARRIED**

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### **10 DATE OF THE NEXT MEETING**

The date of the next scheduled meeting is 3 February 2026.

**The meeting closed at 11.56 pm.**

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**CHAIR** / /

**25.22.15 MINUTES OF THE CROMWELL COMMUNITY BOARD MEETING HELD ON 25 NOVEMBER 2025**

**Doc ID: 2668835**

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

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**Recommendations**

That the unconfirmed Minutes of the Cromwell Community Board Meeting held on 25 November 2025 be noted.

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**1. Attachments**

**Appendix 1 - Minutes of the Cromwell Community Board Meeting held on 25 November 2025**

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

**PRESENT:** Ms A Harrison (Chair), Ms R Anderson, Mr M Casey, Mr W Sanford,  
Cr S Browne

**IN ATTENDANCE:** P Kelly (Chief Executive Officer), D Scoones (Group Manager - Community Experience), L Fleck (Group Manager - People and Culture, Acting Group Manager - Community Vision), Q Penniall (Group Manager - Planning, Infrastructure and Regulatory), G Bailey (Parks and Recreation Manager), G Robinson (Property and Facilities Management), A Mason (Media and Marketing Manager), G Chrystall (Community Experience Manager), Z Zeelie (Team Leader Statutory Property), B Winders (Project Manager Cromwell Specialist Projects), N Lanham (Economic Development Manager), S Reynolds (Governance Support Officer)

Note: Mr Casey gave a karakia to begin the meeting.

## **1 APOLOGIES**

There were no apologies.

## **2 PUBLIC FORUM**

### Shona Rae and Neil Watson – Cromwell Mini Golf

Ms Rae noted that she had leased the Mini Golf site by the Big Fruit for nearly 23 years and that the activity provided a fun, family-friendly experience at a low cost for the local community. She expressed a desire for a longer lease to allow for better planning, as the current 18-month lease followed by a month-to-month arrangement did not provide sufficient certainty. Mr Watson noted he had attended a meeting with the Council property team, and that he understood the recreational aspirations for the area, and considered the site an important part of the town centre.

Ms Rae then responded to questions.

## **3 CONFIRMATION OF MINUTES**

### **COMMITTEE RESOLUTION**

**Moved:** Browne  
**Seconded:** Sanford

That the public minutes of the Cromwell Community Board Meeting held on 3 November 2025 be confirmed as a true and correct record.

**CARRIED**

## **4 DECLARATIONS OF INTEREST**

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

Ms Anderson and Ms Harrison gave updates to their declarations and this would be noted in the agenda for the next meeting.

## **5 REPORTS**

Note: Caitlin Dykes from the Cromwell and Districts Promotions Group joined the meeting for item 25.9.2

### **25.9.2 ACCOUNTABILITY REPORT CROMWELL AND DISTRICTS PROMOTIONS GROUP 2024-25 YEAR GRANT**

To consider the accountability report from Cromwell and Districts Promotions Group's 2024-2025 year activities to which the Board provided a Promotions and Events Grant.

Ms Dykes listed the recent events the group had run and highlighted their success. She went on to acknowledge the work of organisers and volunteers and noted that the change of location for the 'Light Up Winter' event had been very successful, with positive feedback on the new site. It was also noted that the group had done well in securing external funding.

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#### **COMMITTEE RESOLUTION**

**Moved:** Browne  
**Seconded:** Anderson

That the report be received and its contents noted.

**CARRIED**

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### **25.9.3 CROMWELL MEMORIAL HALL - MUSEUM FITOUT**

To support the concept design of the museum fitout for the new Cromwell Museum premises at the Cromwell Memorial Hall & Events Centre.

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#### **COMMITTEE RESOLUTION**

**Moved:** Sanford  
**Seconded:** Anderson

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Supports in principle the museum fitout concept design.
- C. Recognises the guidance, time and work from the Cromwell Museum Trust in developing the new design and the overall project to date.
- D. Acknowledges the funding that has been received for the museum fitout from Central Lakes Trust, Otago Community Trust and Lotteries Funds.

**CARRIED**

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### **25.9.4 CROMWELL HALL OPERATING DIRECTION**

To consider feedback on the potential lessee for the commercial kitchen, café and cinema in the new Cromwell Memorial Hall & Events Centre.

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**COMMITTEE RESOLUTION**

**Moved:** Casey  
**Seconded:** Sanford

That the report be received.

**CARRIED**

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**25.9.5 CROMWELL MEMORIAL HALL - FEES AND CHARGES**

To consider the fees and charges to hire the spaces/rooms in the new Cromwell venue.

Discussion followed on market rates for similar venues, particularly in relation to the commercial hire rates. It was also noted that the RSA should be given free venue hire on both Anzac Day and Remembrance Day as well as on their regular meeting days.

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**COMMITTEE RESOLUTION**

**Moved:** Casey  
**Seconded:** Anderson

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Recommends to Council that the attached community fees and charges be accepted for the first year of operation.
- C. The Board recommended that commercial rates are reconsidered with market comparisons to comparable venues and brought back to the next meeting.
- D. Notes that this is not an exhaustive list and directs staff to continue to develop fees and charges as the operation of the venue evolves.
- E. Notes staff have received multiple bookings for the facility and supports quoted fees and that charges for these bookings are retrospectively approved.
- F. The Board recommends to Council that the RSA have preferential booking rights on 25 April and 11 November, and that no venue hire will be charged to the RSA on those days.
- G. The Board recommends to Council that the RSA room would be kept free for RSA use on their meeting days and that the RSA would not be charged any venue hire on these days.
- H. That a workshop would be held to discuss purpose, performance targets and usage projections.

**CARRIED**

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**25.9.6 CROMWELL MEMORIAL HALL - NAMING DISCUSSION**

To discuss and consider a name for the new venue in Cromwell.

The process for obtaining community feedback was discussed, and it was requested that local community groups and schools be approached to ensure broad community involvement in naming the facility. The preferred consultation period was also considered, with a preference expressed for a quick turnaround.

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**COMMITTEE RESOLUTION**

**Moved:**           **Sanford**  
**Seconded:**       **Browne**

That the Cromwell Community Board

- A.    Receives the report and accepts the level of significance.
- B.    Recommends to Council that the venue is dual named.
- C    That the Board hold a workshop on 4 February 2026 to clarify the purpose and intended use of the facility, and to identify its key stakeholders. A report to the meeting on the same day would ratify the recommendation to Council.
- D.    Recommends to Council that the community consultation process takes place in March 2026.
- E.    Notes the option about Citizens Assemblies and recommends council looks into this process for future projects.

**CARRIED**

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**25.9.7       PROPOSED ROAD STOPPING - UNFORMED UNNAMED ROAD THROUGH PARK BURN QUARRY**

To consider a proposal to stop the unformed, unnamed road through the Park Burn Quarry in accordance with the provisions of the Local Government Act 1974.

Access to the lakefront was considered; however, it was noted that adequate access already exists nearby and that this is being addressed through surrounding developments.

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**COMMITTEE RESOLUTION**

**Moved:**           **Sanford**  
**Seconded:**       **Casey**

That the Cromwell Community Board

- A.    Receives the report and accepts the level of significance.
  - B.    Recommends to Council to approve the proposal to stop the unformed, unnamed road that goes through the Park Burn Quarry as indicated on the attached Title Plan – SO 616646 (appendix “1” to this report), 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 costs of the road stopping including the purchase of the land at valuation.
    - 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.    Agrees to recommend to Council that a Section 345 certificate be issued stating that an esplanade strip/reserve is not required in terms of Section 345 of the Local Government Act 1974 as adequate access to Lake Dunstan is maintained and current lake access will not be affected.
  - D.    Authorises the Chief Executive to do all that is necessary to give effect to the resolution.
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**CARRIED**

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**25.9.8 BANNOCKBURN FORESTRY BLOCK HARVEST**

To consider the removal and replanting of the approximately 60-hectare Sandflat Road Forestry Block – LOT 3 DP 403966, in conjunction with felling the Bannockburn Industrial Development Site, while also investigating potential investment opportunities associated with the land and its future use.

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**COMMITTEE RESOLUTION**

**Moved:** Anderson  
**Seconded:** Casey

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Recommends to Council to harvest the 60-hectare Sandflat Road Forestry Block - LOT 3 DP 403966.
- C. Recommends staff investigate the costs to replant the site to retain the carbon status and also presents options to the Board/Council for alternative uses for this site along with some indicative costs.
- D. Recommends to Council to utilise any profit generated from the harvest either to fund the replanting of the block, including implementation of a post-planting management and weed control plan, or to explore alternative investment opportunities associated with the land and its future use.
- E. Recommends to Council to subsequently use any remaining profit to offset costs associated with the Bannockburn Industrial Subdivision.
- F. Recommends to Council to remove the dog walking status on both the 19-hectares at Bannockburn Road and the 60-hectares on Sandflat Road.

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**CARRIED**

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**6 MAYOR'S REPORT****25.9.9 MAYOR'S REPORT**

The Mayor was an apology to the meeting so no report was presented.

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**7 CHAIR'S REPORT****25.9.10 CHAIR'S REPORT**

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

- Attended the Museum Trust meeting and noted strong enthusiasm for the imminent move to the Hall location. Two new trustees, Cheryl Sanders and Andrew Pirie, were appointed. It was also noted that the Trust were coordinating with Old Cromwell Incorporated and that
-

the Museum Trust had begun to develop a revised MOU and trust deed in anticipation of changes to their operating model.

- Attended the Remembrance Day service.
- Participated in the Hall tour and lessee presentation workshop.
- Attended an Occupational Therapy stakeholder meeting about potentially establishing an OT course at the Polytechnic in Cromwell.
- Met with Jennifer Belmont from Impact 100 to discuss the Community Foundation project and its role in local philanthropy.

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## COMMITTEE RESOLUTION

**Moved:** Harrison

**Seconded:** Browne

That the report be received.

**CARRIED**

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## 8 MEMBERS' REPORTS

### 25.9.11 MEMBERS' REPORTS

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

Mr Sanford reported on the following:

- Toured the hall and heard from potential lessees; noted the building is really taking shape.
- Attended two Automobile Association meetings.
- Attended a Speedway event.
- Noted growing concern about the state of the roundabouts and lake edges in the town; recommended this be addressed in the upcoming Long-term Plan, even though these areas are not directly under council management.
- Received queries regarding the endowment land carbon credits, which CODC apparently held shares in (possibly Arrowtown) and asked that this was investigated.
- Had a successful family day at the Dunstan Fishing Competition.
- Attended the local athletics meet.
- Participated in the Webbs auction orienteering event.

Ms Anderson reported on the following:

- Attended the Cromwell Community Board workshop on 12 November.
- Had been busy with a number of rowing competitions.
- Noted the condition of the verges, including overgrown areas and tenants' failure to maintain their berms.
- Highlighted safety concerns regarding visibility at the junction of Barry Avenue and McNulty Road.
- Noted the disappointing state of the town's roundabouts and requested that Council work with NZTA to find a solution.

Mr Casey reported on the following:

- Met with 45South Foundation CEO Jennifer Belmont to discuss giving circles and Impact100 models for Cromwell.
  - Introduced Jennifer to Sarah Browne and Anna Harrison and discussed approaches for developing giving circles locally.
-

- Attended the monthly meeting of Cromwell & Districts Community Trust: discussed the sale of the old Polytechnic site and the potential for community purchase for reuse as a community facility or Māori meeting house (whare)
- Attended a Kapa Haka performance in the park.
- Visited Taranaki and met an entrepreneur operating FarmGen Solar; discussed deployment approach and cost profile.
- Completed initial calculations on a Cromwell solar farm concept, indicating potential for significant household electricity cost reductions.
- Spoke with Carrick Winery and Tarras Cherries regarding on-farm solar and battery options.

Cr Browne reported on the following:

- Attended Kahui Ako kapa haka; all schools and early learning centres participated.
- Attended the Dunstan Zone triathlon; schools across the region competed, utilising Anderson Park and the Cromwell pool.
- Attended CODC workshop; discussed Falls Dam proposal, regional deals, and Long Term Plan and rates workshops to align participants for the triennium ahead.
- Toured the hall.
- Attended Otago Polytechnic / Occupational Therapy Board NZ scoping meeting regarding siting rural study at the Cromwell campus.
- Attended AA Central Lakes AGM; noted community feedback on the state of roadsides and roundabouts, suggested feedback to Waka Kotahi, and discussed interest in hosting the national conference in the Southern Lakes region (requiring 150 local hotel rooms and a suitable conferencing venue).
- Attended Zone 6 LGNZ conference; heard excellent guest speakers, met mayors and councillors across the zone, focused on collaboration between councils, and noted upcoming central government changes requiring short lead times for implementation.
- Met with 45 South Community Foundation CEO Jennifer Belmont; discussed the foundation's operations and potential ways to bring giving circle initiatives to Cromwell.
- Participated in Term 4 Cromwell Touch Rugby competition; 160 participants (years 4–8) with additional support from years 9–11. Recognised as a low-cost opportunity for children to engage in team sport without needing specialised gear, enabled by CODC's commitment to not charging field hire for junior sport.
- Acknowledged the passing of former Vincent Ward Councillor and Vincent Community Board member Lynley Claridge.
- Engaged with community feedback regarding the MGL mine fast-track application, operation and location of the waterpark, and the state of verges and roundabouts on SH6/8B as well as the town in general.

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## COMMITTEE RESOLUTION

**Moved:**           **Sanford**  
**Seconded:**      **Anderson**

That the report be received.

**CARRIED**

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## 9 STATUS REPORTS

### 25.9.12 NOVEMBER 2025 GOVERNANCE REPORT

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

Staff gave an update on the Economic Development Strategy.

#### COMMITTEE RESOLUTION

**Moved:** Anderson  
**Seconded:** Sanford

That the report be received.

**CARRIED**

## 10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 4 February 2026.

## 11 RESOLUTION TO EXCLUDE THE PUBLIC

#### COMMITTEE RESOLUTION

**Moved:** Casey  
**Seconded:** Browne

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
<b>25.9.13 - Cromwell Town Centre Project</b>	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
<b>25.9.14 - November 2025 Confidential Governance Report</b>	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the	Commercial sensitivity

	information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	
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**CARRIED**

The public were excluded at 4.47 pm and the meeting closed at 6.08 pm

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**CHAIR     /     /**

**25.22.16 MINUTES OF THE TEVIOT VALLEY COMMUNITY BOARD MEETING HELD ON 20 NOVEMBER 2025**

**Doc ID: 2668884**

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

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**Recommendations**

That the unconfirmed Minutes of the Teviot Valley Community Board Meeting held on 20 November 2025 be noted.

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**1. Attachments**

**Appendix 1 - Minutes of the Teviot Valley Community Board Meeting held on 20 November 2025**



**MINUTES OF A MEETING OF THE  
TEVIOT VALLEY COMMUNITY BOARD  
HELD IN THE ROXBURGH SERVICE CENTRE, 120 SCOTLAND STREET, ROXBURGH  
AND LIVE STREAMED VIA MICROSOFT TEAMS ON THURSDAY, 20 NOVEMBER 2025  
COMMENCING AT 10.00 AM**

**PRESENT:** Mr M Jessop (Chair), Ms G Booth, Cr C Pannett, Ms B Slade (via Microsoft Teams), Mr H Smith

**IN ATTENDANCE:** T Alley (Mayor), P Kelly (Chief Executive Officer), L Fleck (Group Manager - People and Culture, Acting Group Manager - Community Vision), D Scoones (Group Manager - Community Experience), G Robinson (Property and Facilities Manager), T Bates (Property Officer), N Lanham (Economic Development Manager), S Reynolds (Governance Support Officer)

## **1 APOLOGIES**

There were no apologies.

## **2 PUBLIC FORUM**

### Faye Kennedy – 'On the Rox' update

Ms Kennedy provided an update on the On the Rox gallery, noting growth in the membership list and the addition of several artists who will showcase a variety of arts and crafts. The gallery was scheduled to open on 1 December, and board members were invited to a preview held on Sunday, 30 November, from 4 – 6 pm. She also confirmed that the group had become an incorporated society and had finalised their property lease.

Ms Kennedy then responded to questions.

## **3 CONFIRMATION OF MINUTES**

### **COMMITTEE RESOLUTION**

**Moved:** Pannett  
**Seconded:** Booth

That the public minutes of the Teviot Valley Community Board Meeting held on 31 October 2025 be confirmed as a true and correct record.

**CARRIED**

## **4 DECLARATIONS OF INTEREST**

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

## **5 REPORTS**

### **25.7.2 ROXBURGH ENTERTAINMENT CENTRE PROJECT LOCATION OPTIONS**

To consider approval to investigate alternative location options for the Roxburgh Entertainment Centre Project.

The history of the existing site was discussed, with members noting that it presented a good opportunity to explore alternative sites with the community's future in mind.

The timeline was also considered, with it being noted that a change of location could extend the build by two to three years, and that restrictions from Central Government could impact funding, potentially leaving no provision in the 2027–2037 Long-term Plan.

It was further noted that the Steering Group planned to hold a public meeting at 7pm, Thursday 11 December to communicate with the community and to seek as much input as possible.

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#### **COMMITTEE RESOLUTION**

**Moved:** Jessop  
**Seconded:** Booth

That the Teviot Valley Community Board

- A. Receives the report and accepts the level of significance.
- B. Recommends to Council to give approval for the Roxburgh Entertainment Centre Project Steering Group to investigate alternative options for the location of the Roxburgh Entertainment Centre rebuild.
- C. Recommends to Council that once the investigations are complete, a report be provided to the Board and Council in March 2026 outlining the findings on alternative location options, to enable a decision on whether to change the project scope.
- D. Recommends to Council to authorise the Chief Executive to do all that is necessary to give effect to the Board's recommendation.

**CARRIED WITH MS SLADE VOTING AGAINST**

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## **6 MAYOR'S REPORT**

### **25.7.3 MAYOR'S REPORT**

The Mayor reported on the following:

- A glorious week of weather in the valley - looking promising for our fruit growers in the area.
- We've sworn in all our community boards - and everyone feels supercharged to get into the next triennium.
- Rural and Provincial councils meeting in Wellington - presentation from Brad Olsen of Infometrics. He noted "we're still trying to find the economic normal across the country," also that electricity pricing is increasing at the fastest rate since the 1980's, and nothing that we're doing in Local Government is becoming cheaper to provide. He noted that making sure we're getting a good deal will be imperative this term, more so than ever, and I know this board will agree with that. I see there is also an article in the ODT today about Otago's economic position in relation to the rest of the country - Central Otago is contributing immensely to the prosperity of Otago at the moment which is a very positive place to be.
- There was also an excellent presentation from the Mayor and Chief Executive of North Sydney Council on rates capping. They noted people are a lot more aware of rising costs than they have been in the past. The mayor also spoke about the facts rates capping doesn't account for the differences between small rural councils, and metropolitan councils even though their costs and challenges vary significantly, and that given councils are the closest to communities, they are most aware of what their people hold important. They noted that the rates peg they operate under has "trapped them in a permanent state of financial catchup" - hence their application for an exemption to raise the rates by more than 50% over two years, to catch up on a large amount of deferred maintenance that is now imperative. They finished with "be careful what you wish for."
- Yesterday at the Zone 6 meeting we had an update from David Gow from Health New Zealand on the clinical services planning. This is progressing well - they have some public meetings coming up next week - including on online on the Wednesday 26<sup>th</sup> November at 5.30 pm.
- We also received a presentation from Mike Casey with his Electrify Aotearoa hat on, talking about - among other things, that solar played a huge part in the ability of people to get through the sustained power cuts down south last month, and just how popular neighbours were who were able to offer hot showers as a result. Electrification is something this council will be looking at, including the possibility of solar panels in various places.

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## **COMMITTEE RESOLUTION**

**Moved:** Pannett

**Seconded:** Smith

That the Teviot Valley Community Board receives the report.

**CARRIED**

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## **7 CHAIR'S REPORT**

### **25.7.4 CHAIR'S REPORT**

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

- Noted the successes of a recent garden tour and garage sale in the Valley.
-

- Attended the Medical Services Trust AGM and noted plans for a new heating system at the facility.
- Attended a Funding Clinic in Roxburgh to connect local groups with potential funders.
- Noted that the Faigan's building in Millers Flat had been sold, which was positive news for the community.
- Encouraged the board to explore community housing options and potential provision in the Teviot Valley.
- Expressed hope that the community could establish a welcoming programme for newcomers to the ward.
- Proposed the formation of a Teviot Valley Endowment and Investment Foundation.
- Noted that the Millers Flat Sports and Recreation Hub was progressing well, with completion expected by the end of March and all external funding secured.

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## COMMITTEE RESOLUTION

**Moved:** Pannett  
**Seconded:** Smith

That the report be received.

**CARRIED**

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## 8 MEMBERS' REPORTS

### 25.7.5 MEMBERS' REPORTS

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

Mr Smith had nothing to report.

Ms Booth reported that she had been following discussions on the rebuild of the Roxburgh Entertainment Centre and hoped that all community voices would be heard.

Cr Pannett reported on the following:

- Attended the RECIP AGM, noting the organisation's very challenging year and the positive community support for their outdoor cinema events. They are also hoping to become an incorporated society to assist with funding challenges.
- Noted that the Teviot Valley Water Scheme, covering irrigation and potable water, is currently under a boil water notice following testing by Taumata Arowai. Efforts are underway to achieve compliance again.
- Discussed the Lake Onslow Battery project, noting its reactivation by a private group and the public interest in this and similar projects. Emphasised the importance of community advocacy to ensure local benefits from large infrastructure initiatives.

Ms Slade reported on the following:

- Attended the RECIP AGM and spoke with community members to gather their thoughts on the potential relocation of the hall.

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## COMMITTEE RESOLUTION

**Moved:** Jessop

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**Seconded: Smith**

That the report be received.

**CARRIED**

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## **9 STATUS REPORTS**

### **25.7.6 NOVEMBER 2025 GOVERNANCE REPORT**

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

Staff provided an update on the Draft Economic Strategy, outlining key progress and next steps.

An update was given on Resource Consent RC 250173 for a quarry at Millers Flat, lodged by Hawkeswood Mining Ltd. Staff noted that the consent was granted and that it includes operational restrictions linked to the mining consent, meaning the quarry may only operate while the mining activity is in progress.

The board were briefed on the Lake Onslow pumped hydro storage scheme. Staff noted that a summary had been received from the project group, indicating their intention to lodge an application through the fast-track process. Some recent amendments to the Fast-Track Act would reduce the level of engagement with local authorities. Additional information is available on the MBIE website.

The Aquatics Manager provided an update on the Roxburgh Pool, which is now open. Recruitment of local staff has been successful, with ten lifeguards trained and in position. The swim school is launching, and the lead-up to the season has been positive. However, some damage to the solar panels facing the river was noted, which unfortunately will increase operational costs. Operating hours, fees, and charges were outlined, with revisions planned for the 2026/27 season to align with other CODC pools.

Finally, staff updated the board on the draft Teviot Valley Community Plan. They noted that an initial draft had been received and that meetings had taken place with the consultant. The Community Board will have the opportunity to provide feedback before the plan is released for public viewing.

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### **COMMITTEE RESOLUTION**

**Moved: Jessop**

**Seconded: Pannett**

That the report be received.

**CARRIED**

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## **10 DATE OF THE NEXT MEETING**

The date of the next scheduled meeting is 5 February 2026.

**The meeting closed at 11.54 am**

.....  
**CHAIR**     /     /

Unconfirmed

**10            DATE OF THE NEXT MEETING**

The date of the next scheduled meeting is 28 January 2026.

## 11 RESOLUTION TO EXCLUDE THE PUBLIC

### Recommendations

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
<b>Confidential Minutes of Ordinary Council Meeting</b>	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	Commercial sensitivity
	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	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	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	To enable 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 or 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	To prevent use of the information for improper gain or advantage
<b>25.22.17 - Matakanui Gold Limited</b>	<p>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</p> <p>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</p> <p>s7(2)(c)(ii) - 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 otherwise to damage the public interest</p> <p>s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p>	<p>Commercial sensitivity</p> <p>Due to an obligation of confidence and to ensure the information avenue remains open</p> <p>Due to an obligation of confidence and to protect the public interest</p> <p>Legal professional privilege</p> <p>To enable commercial activities</p>
<b>25.22.18 - Risk Management Update</b>	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
<b>25.22.19 - Three Waters Construction Tender Information Report</b>	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or	To enable commercial activities

	disadvantage, commercial activities	
<b>25.22.20 - December 2025 Confidential Governance Report</b>	<p>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</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p> <p>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</p>	<p>Commercial sensitivity</p> <p>To enable commercial activities</p> <p>To enable commercial or industrial negotiations</p> <p>To prevent use of the information for improper gain or advantage</p>
<b>25.22.21 - Confidential Minutes of the Cromwell Community Board Meeting held on 25 November 2025</b>	<p>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</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p>	<p>Commercial sensitivity</p> <p>To enable commercial activities</p> <p>To enable commercial or industrial negotiations</p>
<b>25.22.22 - Chief Executive Officer Remuneration</b>	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	To protect a person's privacy

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