

**MINUTES OF A COUNCIL MEETING OF THE CENTRAL OTAGO DISTRICT COUNCIL
HELD AT CROMWELL SERVICE CENTRE, 42 THE MALL, CROMWELL
AND LIVE STREAMED VIA MICROSOFT TEAMS ON WEDNESDAY, 25 FEBRUARY 2026
COMMENCING AT 10:30 AM**

PRESENT: Cr T Paterson (Chairperson), 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 Rushbrook (Director – Regional Deals), D Scoones (Group Manager - Community Experience), G Bailey (Parks and Recreation Manager), D Anderson (General Counsel), G Robinson (Property and Facilities Manager), M Burnett (Parks Officer – Strategy and Planning), Z Zeelie (Team Leader – Statutory Property), M Ridd (Statutory Property Officer), D McKewen (Systems and Corporate Accountant), G Virk (System Management Accountant), N Lanham (Economic Development Manager), A Crosbie (Policy and Strategy Lead), A Lines (Risk and Procurement Manager), G Chrystall (Community Experience Manager), W McEnteer (Governance Manager)

1 KARAKIA

Cr Paterson gave a karakia to begin the meeting.

2 APOLOGIES

APOLOGY

RESOLUTION

Moved: Paterson
Seconded: Browne

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

CARRIED

3 PUBLIC FORUM

There was no public forum.

4 CONFIRMATION OF MINUTES

RESOLUTION

Moved: Paterson
Seconded: Scott

That the public minutes of the Ordinary Council Meeting held on 28 January 2026 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 COMMUNITY BOARD CHAIR UPDATE

26.2.2 COMMUNITY BOARD CHAIR UPDATE

Mrs Harrison, Chair of the Cromwell Community Board was unable to attend.

7 REPORTS

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

26.2.3 PROPOSED ROAD STOPPING - ADJ TO 100 ROXBURGH EAST ROAD, ROXBURGH

To consider a proposal to stop an unformed unnamed road adjacent to 100 Roxburgh Road in accordance with the provisions of the Public Works Act 1981.

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 unnamed unformed road adjacent to 100 Roxburgh East Road, as shown in appendix 1 (Proposed Road Stopping Plan), in accordance with the provisions of the Public Works Act 1981, subject to:
 - The proposed unformed road marked on appendix 1 to this report being stopped.
 - The stopping and legalisation being approved by the Minister of Lands.
 - The applicant paying for all cost of the road stopping including the purchase of sections 1, 3 and 4 as per the valuation shown in appendix 3.
 - The stopped road parcels of land (proposed sections 1, 3, and 4) being amalgamated with the applicant's Record of Title as per appendix 1.
 - The stopped road parcel of land identified as proposed section 2 being acquired as road as per appendix 1.
 - The final survey plan being approved by the Chief Executive Officer.
- C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

CARRIED

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

26.2.4 ALEXANDRA GOLF CLUB SHED

To approve granting Alexandra Golf Club Ltd permission to erect a relocated greenkeepers storage shed on Recreation Reserve Section 3 SO 524226, Alexandra Golf Course, 118 Clyde-Alexandra Road, Alexandra (pursuant to delegated authority), in accordance with Section 54(1) of the Reserves Act 1977.

RESOLUTION

Moved: McLean
Seconded: Scott

That the Council

- A. Receives the report and accepts the level of significance.
- B. Recommends to Council to approve and give consent of the Minister of Conservation (pursuant to delegated authority), to the erection of a relocated greenkeepers storage shed on Recreation Reserve, Alexandra Golf Course, 118 Clyde-Alexandra Road, Alexandra), in accordance with Section 54(1) of the Reserves Act 1977.
- C. Approval granted on the condition that a variation to the original 1984 Lease agreement with the Alexandra Golf Club is executed by the parties to include the new shed as a listed improvement on the premises and additionally to insert the standard clauses for the removal of improvements at termination of the lease that are currently not provided for in the 1984 lease
- D. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

CARRIED

26.2.5 CONTAINERS ON RESERVES

To consider adoption of the Containers on Reserves Policy.

During discussion it was noted that the likely value of the bond would be the cost of removing a container from a reserve, but that that would be confirmed in the fees and charges schedule.

RESOLUTION

Moved: McLean
Seconded: Laws

That the Council

- A. Receives the report and accepts the level of significance.
- B. Adopts the Containers on Reserves Policy.
- C. Agrees the financial security mechanism to be included in the Containers on Reserves Policy is a refundable bond.
- D. And that the value of the bond be included in the Council's Fees and Charges schedule.

CARRIED

26.2.6 PLAY STRATEGY

To consider the draft Play Strategy and approve it for public consultation.

It was noted that the play advocates would be present in the district from 17-19 March 2026.

RESOLUTION

Moved: Duncan
Seconded: Scott

That the Council

- A. Receives the report and accepts the level of significance.
- B. Approves the Draft Play Strategy for public consultation.
- C. Authorises the Chief Executive to make editorial and minor amendments to the Draft Play Strategy prior to consultation (where these do not change intent).

CARRIED

26.2.7 CROMWELL FACILITY NAME - COMMUNITY FEEDBACK PROCESS

To consider the recommendations from the Cromwell Community Board regarding the process to engage the community and gather feedback on the English name for the new facility in Cromwell.

RESOLUTION

Moved: Paterson
Seconded: Laws

That the Council

- A. Receives the report and accepts the level of significance.
- B. Agrees to ratify the recommendation from Cromwell Community Board to engage the Central Otago community over a two-week period, from 2 March, to gather feedback on an English name for the new facility in Cromwell.
- C. Notes that a high-level awareness and education campaign about naming the new facility has begun due to the tight timeframe.
- D. Notes that Elected Members will lead the community engagement with support from Council staff.
- E. Agrees that the feedback be gathered and reviewed by the Cromwell Community Board at its April meeting and recommends a English name to Council for its 29 April meeting.

CARRIED

Note: Cr McPherson left the meeting at 11.19 am.

26.2.8 GRANTING OF NEW LEASE TO NETBALL CENTRE INCORPORATED AT MOLYNEUX PARK RECREATIONAL RESERVE

To consider granting a new lease to Central Otago Netball Centre Incorporated (the Netball Centre) on an area of 7,304 m² more or less of the land known as Molyneux Park Recreational Reserve being legally described as all of Lot 3 DP 21404 contained in Record of Title OT13B/231 and part of Lot 2 DP 21404, contained in record of Title OT13B/230.

After discussion it was agreed that the initial part of the lease should be 18 years to acknowledge that the last lease expired in 2023. Rent review dates and the final expiry date were changed accordingly

RESOLUTION

Moved: Browne
Seconded: Duncan

That the Council

- A. Receives the report and accepts the level of significance.
- B. Approves (pursuant to the Instrument of Delegation dated 12 June 2013) the Minister of Conservation's consent in terms of Section 54 (1) of the Reserves Act 1977 to granting of a lease to the Netball Centre on leased areas indicated on Figure 2 of the report of the Molyneux Park Recreational Reserve, being 7,304 m² more or less legally described as being all of Lot 3 DP 21404 contained in Record of Title OT13B/231 and part of Lot 2 DP 21404, contained in record of Title OT13B/230 on the following terms and conditions:
 - Commencement Date: 1 July 2023
 - Term: Eighteen (18) Years
 - Right of Renewal: One (1) right of renewal for another Fifteen (15) years
 - Rental: \$260 Plus GST per annum
 - Rent review frequency every Five (5) years
 - Rent review dates: 1 July 2028, 1 July 2033, 1 July 2038, 1 July 2043, 1 July 2048, and 1 July 2053
 - Outgoings 100%
 - Final Expiry Date: 30 June 2056
 - Cancellation Clause: Five (5) years advanced notice of cancellation.
- C. Authorises the Chief Executive to all that is necessary to give effect to the resolution.

CARRIED

Note: Cr McPherson returned to the meeting at 11.27 am.

Note: The Deputy Mayor resumed the Chair.

Note: With the permission of the meeting, item 26.2.10 was moved earlier.

26.2.10 FINANCIAL REPORT FOR THE PERIOD ENDING 31 DECEMBER 2025

To consider the financial performance for the period ending 31 December 2025.

RESOLUTION

Moved: Pannett
Seconded: McPherson

That the report be received.

CARRIED

26.2.9 FORECAST 2 CHANGES FOR THE 2025/26 FINANCIAL YEAR

To consider a second revised budget for the financial year 2025/26 including forecast budget changes and estimated capital expenditure projects budgets to be transferred into Annual Plan 2026/27.

RESOLUTION

Moved: Scott
Seconded: Browne

That the Council

- A. Receives the report and accepts the level of significance.
- B. Authorises the second 2025/26 revised operating budgets as in table 1.
- C. Authorises the second 2025/26 capital projects revised budget in table 2.

CARRIED

26.2.11 ADOPTION OF THE TRIENNIAL AGREEMENT

To consider ratifying the Otago Local Authorities Triennial Agreement 2026-2029.

RESOLUTION

Moved: McPherson
Seconded: Paterson

That the Council

- A. Receives the report and accepts the level of significance.
- B. Agrees ratify the Otago Local Government Authorities Triennial Agreement for 2026-2029.
- C. Authorises the Mayor to sign the Agreement on behalf of Council.
- D. Notes that the Agreement requires the Otago Mayoral Forum to identify and oversee progress on 'regional focus areas' – areas where a regional approach is either required or can improve outcomes for Otago.

CARRIED

Note: Cr Scott left the meeting at 11.54 am.

26.2.12 ATTENDANCE AT THE ZONE 5&6 CONFERENCE

To consider giving permission for Karla Sanders to attend the Zone 5&6 Conference.

RESOLUTION

Moved: McPherson
Seconded: McLean

That the Council

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

B. Approve Karla Sanders attendance at the Zone 5&6 Conference in Christchurch.

CARRIED

Note: Cr Scott returned to the meeting at 11.55 am.

26.2.13 RESOURCE MANAGEMENT ACT DELEGATIONS

For Council to consider an updated set of delegations under the Resource Management Act 1991 ('RMA') and also consequential amendments including to the current Council delegations register.

RESOLUTION

Moved: Paterson
Seconded: McPherson

That the Council

- A. Receives the report and accepts the level of significance.
- B. Adopts the set of RMA delegations set out in appendix one of the report.
- C. Adopts the further RMA delegations set out below and the proposed amendments to the current delegations register in appendix two.

CARRIED

26.2.14 UPDATE TO THE REGISTER OF DELEGATIONS

To consider changes to the Register of Delegations.

After discussion it was agreed that the proposed changes to the provisions of the Reserves Act 1977 should be left in place. Those provisions would continue to come to Council for their consideration.

RESOLUTION

Moved: Duncan
Seconded: Browne

That the Council

- A. Receives the report and accepts the level of significance.
- B. Adopts the proposed changes to the Register of Delegations:
 - Delegates ss.69-70 and ss.159-177 of the Local Government (Water Services) Act 2025 to the Chief Executive Officer.
 - Moves the waste portion of the Three Waters and Waste portfolio to Planning and Regulatory portfolio.
- C. Declines the proposed changes to delegate parts of the Reserves Act 1977 to the Chief Executive Officer.
- D. Notes that the changes will take effect on 26 February 2026.

CARRIED

26.2.15 POLICIES POLICY REVIEW

To consider renewing the Policies Policy for a three year period.

RESOLUTION

Moved: McPherson

Seconded: Scott

That the Council

- A. Receives the report and accepts the level of significance.
- B. Adopts the Policies Policy.

CARRIED

26.2.16 PROTECTED DISCLOSURE (WHISTLEBLOWING) POLICY ADOPTION

To consider the updates made to the Protected Disclosure (Whistleblowing) Policy in line with its three-yearly review.

RESOLUTION

Moved: Paterson

Seconded: McLean

That the Council

- A. Receives the report and accepts the level of significance.
- B. Adopts the Protected Disclosures (Whistleblowing) Policy.

CARRIED

Note: Cr Sanders left the meeting at 12.20 pm and returned at 12.22 pm.

26.2.17 QUARTERLY PERFORMANCE AND BUSINESS REPORTING

To consider performance and business reporting for Q2 of financial year 2025/26 (October, November, December).

RESOLUTION

Moved: Pannett

Seconded: Browne

That the report be received and its contents noted.

CARRIED

26.2.18 KEY RISK REPORT

To consider the Key Risk Register as at February 2026.

RESOLUTION

Moved: Duncan
Seconded: Laws

That the report be received and its contents noted.

CARRIED

Note: The meeting adjourned at 12.38 pm and resumed at 1.09 pm.

Note: Cr Laws returned to the meeting at 1.15 pm.

26.2.19 RATEPAYERS ASSISTANCE SCHEME - LETTER OF SUPPORT

To consider providing support for the Ratepayer Assistance Scheme (RAS) and its potential benefits to the community.

During discussion it was noted that this was just an agreement in principle and that it would return to Council before any payments to the scheme were made.

RESOLUTION

Moved: Paterson
Seconded: Browne

That the Council

- A. Receives the report and accepts the level of significance.
 - B. Approves in principle support for establishment of the Ratepayer Assistance Scheme (RAS), subject to commitment from other key stakeholders (central government, Local Government Funding Agency and other local authorities), acceptable final development and due diligence.
 - C. Approves notification to the Minister for Local Government that assuming the RAS is established as envisioned, Central Otago District Council intends to:
 - a. Make RAS products (which may include Rates Postponement, Deferred Development Contributions and potentially IMPACT (Investment for Modernising Properties and Community Transformation loans) available to its ratepayers by joining RAS as a member.
 - b. Join RAS as a member requiring it to:
 - i) Sign up to joint and several guarantee (based on the LGFA joint and several guarantee)
 - ii) Support ratepayer access to RAS products through for example links on the CODC website
 - iii) Support information sharing arrangements between CODC and RAS
 - c. Consider making an equity investment in RAS in due course, noting that total equity is estimated to be \$30 million to \$35 million, the majority of which will come from the local government sector.
 - D. Notes that any commitment, beyond the notification of intent to the Minister of Local Government as outlined in resolution "C" is subject to final approval of Council upon further development of the RAS. This will include consideration of the relevant amount of equity required to be invested in the future and any consultation requirements that are needed for an equity investment consistent with that required on the establishment of the LGFA. For the avoidance of doubt the passing of resolution "C" does not commit CODC to any contribution of equity or other funding unless approved at a later date by Council.
-

CARRIED

26.2.20 AUDIT AND RISK COMMITTEE INDEPENDENT CHAIR APPOINTMENT

To consider the re-appointment of the current independent Audit and Risk chair, Bruce Robertson, when his 3-year term expires later this year.

RESOLUTION

Moved: McPherson
Seconded: Pannett

That the Council

- A. Receives the report and accepts the level of significance.
- B. Agrees to reappoint Bruce Robertson as the independent Chair of the Audit and Risk Committee for a further 3-year term, From October 2026 through to October 2029.
- C. Authorises Her Worship the Mayor to enter into contract negotiations with Bruce Robertson and sign on behalf of Council.

CARRIED

26.2.21 CAPEX REPORT ON THE FACILITY BY THE LAKE

To provide capex updates on the Facility by the Lake Project.

RESOLUTION

Moved: Duncan
Seconded: Scott

That the report be received.

CARRIED

8 MAYOR'S REPORT

26.2.22 MAYOR'S REPORT

The report from Her Worship the Mayor was taken as read and the Deputy Mayor added that she had attended a meeting of the engagement group for the new Dunedin Hospital and that there had been three great A&P shows across the district in recent weeks.

RESOLUTION

Moved: Duncan
Seconded: Browne

That the Council receives the report and notes its contents.

CARRIED

9 STATUS REPORTS**26.2.23 FEBRUARY 2026 GOVERNANCE REPORT**

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

RESOLUTION

Moved: McPherson

Seconded: McLean

That the report be received and its contents noted.

CARRIED

10 COMMUNITY BOARD MINUTES**26.2.24 MINUTES OF THE VINCENT COMMUNITY BOARD MEETING HELD ON 3 FEBRUARY 2026****RESOLUTION**

Moved: McPherson

Seconded: Duncan

That the unconfirmed Minutes of the Vincent Community Board Meeting held on 3 February 2026 be noted.

CARRIED

26.2.25 MINUTES OF THE CROMWELL COMMUNITY BOARD MEETING HELD ON 4 FEBRUARY 2026**RESOLUTION**

Moved: McPherson

Seconded: Duncan

That the unconfirmed Minutes of the Cromwell Community Board Meeting held on 4 April 2026 be noted.

CARRIED

26.2.26 MINUTES OF THE TEVIOT VALLEY COMMUNITY BOARD MEETING HELD ON 5 FEBRUARY 2026**RESOLUTION**

Moved: McPherson

Seconded: Duncan

 That the unconfirmed Minutes of the Teviot Valley Community Board Meeting held on 5 February 2026 be noted.

CARRIED

11 DATE OF NEXT MEETING

The date of the next scheduled meeting is 25 March 2026.

12 RESOLUTION TO EXCLUDE THE PUBLIC

RESOLUTION

Moved: Duncan
Seconded: McPherson

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
Confidential Minutes of Ordinary Council Meeting	<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</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>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>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>Legal professional privilege</p> <p>To enable commercial activities</p> <p>To enable commercial activities</p>
26.2.27 - Request for Funding for Commercial Property	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
26.2.28 - Risk Management Update	s7(2)(j) - the withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage	To prevent use of the information for improper gain or advantage
26.2.29 - February 2026 Confidential Governance Report	<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</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>

	official information for improper gain or improper advantage	
26.2.30 - Confidential Minutes of the Cromwell Community Board Meeting held on 4 February 2026	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	Commercial sensitivity

CARRIED

The public were excluded at 1.50 pm and the meeting closed at 2.08 pm.

Unconfirmed