



AGENDA

Cromwell Community Board Meeting Tuesday, 3 March 2026

Date: Tuesday, 3 March 2026

Time: 2:00 pm

**Location: Cromwell Service Centre, 42 The Mall,
Cromwell**

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

**Peter Kelly
Chief Executive Officer**

Notice is hereby given that a meeting of the Cromwell Community Board will be held in Cromwell Service Centre, 42 The Mall, Cromwell and live streamed via Microsoft Teams on Tuesday, 3 March 2026 at 2:00 pm. The link to the live stream will be available on the Central Otago District Council's website.

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

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

1 APOLOGIES

2 PUBLIC FORUM

3 CONFIRMATION OF MINUTES

Cromwell Community Board - 4 February 2026

**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 WEDNESDAY, 4 FEBRUARY 2026
COMMENCING AT 2:03 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), L Fleck (Group Manager - People and Culture, Acting Group Manager - Community Vision), Q Penniall (Group Manager - Planning, Infrastructure and Regulatory), S Righarts (Group Manager - Governance and Business Services), D Scoones (Group Manager - Community Experience), P Penno (Community and Engagement Manager), G Bailey (Parks and Recreation Manager), G Robinson (Property and Facilities Manager), G Chrystall (Community Experience Manager), M Burnett (Parks Officer – Strategy/Planning), A Longman (Head of Destination), W McEnteer (Governance Manager), S Reynolds (Governance Support Officer)

1 KARAKIA

Mr Casey gave a karakia to begin the meeting.

2 APOLOGIES

There were no apologies.

3 PUBLIC FORUM

Lisa Telle and Edward Raffles - Community Concerns of Sandflat Road Solar Farm

Ms Telle and Mr Raffles spoke about the planned removal of the pine trees on Sandflat Road, noting that there are no suitable alternative areas for dog walking. She said that losing such a large area of recreational land would be extremely detrimental to the town, and advised that she had gathered a petition of more than 600 signatures in support of retaining the area for recreational use.

Ms Telle then responded to questions.

Chris Goddard/ Lloyd Morris short briefing on the Tarras Community Plan

Mr Goddard spoke about the updated Tarras Community Plan, describing the document as a "long negotiated average" of the aspirations held by the approximately 1,000 residents rather than a single unitary view. He emphasised that while the community held diverse opinions on significant "hero projects" like the proposed international airport and mining developments, the plan explicitly prioritised a rural-residential character. He urged members of the Board to study the plan to better understand the distinct "Tarras voice" and values when engaging in discussions about the region's development.

Mr Goddard then responded to questions.

Bob Scott – The restructuring of medical equipment assets at Dunstan Hospital

Mr Scott outlined a proposal to restructure the ownership of Dunstan Hospital's assets to ensure they remain under local community control through Central Otago Health Inc. He explained that the changes would simplify the hospital's operations without any loss to the community, whilst also highlighting the Dunstan Hospital Foundation's efforts to expand on the services they offer. He

concluded by encouraging the Board to support the Foundation's fundraising initiatives and noted that this cause was an ideal opportunity for community fundraising or benevolent support.

Denis Ryan and Fraser Scott - Cromwell RSA - Naming of the new complex

Mr Ryan outlined the RSA's positions in the replacement hall project to date and the collaborative process with the RSA and the Council during the early stages of the project. He emphasised that the hall's name had always included the word "Memorial" to honour the original hall and the tradition of welcoming returned service personnel, noting that remembrance and connection to heritage and history should remain central. He proposed three preferred names on behalf of the RSA:

- Cromwell Memorial Heritage and Events Complex
- Cromwell Memorial Pavilion
- Cromwell Memorial Arts and Heritage Centre

Mr Ryan and Mr Scott then responded to questions, and it was noted that board members would attend the next RSA meeting in March.

Harvey Perkins and Martin Anderson - the cycle trail from Gibbston to Bannockburn and its implications

Mr Perkins spoke on behalf of the Bannockburn Responsible Development Society Inc. about the urgent need for a Bannockburn Spatial Plan, highlighting projected high cyclist numbers associated with the Kawarau Gorge Trail opening in 2026.

He outlined concerns about inadequate parking, a lack of public toilets, drinking water and safe cycling connections to the village. He said the Community Board needed to begin planning now to manage the impacts of increased visitation and to ensure appropriate public facilities and services were provided.

Mr Perkins then responded to questions.

Peter MacDougall - Cromwell Racecourse Reserve

Mr MacDougall presented a proposal to host a major vintage machinery event at the Racecourse Reserve, Cromwell in 2027, intended to replace "Wheels at Wanaka." He noted that he had been liaising with the current lessees of the site and requested the Board's permission to carry out earthworks for a parade ground and an earthmoving pit, emphasising that the area would be restored following the event. He also outlined plans to establish a charitable trust involving the Community Board to manage the ongoing operations of the planned bi-annual event.

Mr MacDougall then responded to questions.

4 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

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

That the public minutes of the Cromwell Community Board Meeting held on 25 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 REPORTS

Note: By permission of the meeting item 26.1.3 was heard first.

26.1.3 NEW FACILITY NAMING DISCUSSION AND PROCESS

To consider and agree the process to engage the community in the naming of the new facility.

The Board discussed the process for naming the new facility following the public workshop earlier in the day. An additional resolution clarified that consultation results would be reported to the Board in April, with a final recommendation presented to the Council on 29 April.

COMMITTEE RESOLUTION

Moved: Anderson

Seconded: Browne

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Recommends to Council that a district-wide public engagement for the English naming of the new facility is over a two-week period commencing Monday, 2 March 2026.
- C. Recommends to Council that feedback is gathered via online and hard copy survey.
- D. Notes that a high-level awareness and education campaign will begin prior to the public engagement period.
- E. Notes that Elected Members will lead the community engagement with support from Council staff.
- F. Notes that the findings will come back to the Board's 7 April meeting for its recommendation to the 29 April Council meeting.

CARRIED

26.1.2 APPOINTMENTS TO COMMUNITY ORGANISATIONS

To appoint community board representatives community organisations where necessary.

The Board resolved to consolidate specific committee roles by combining Tarras' Community Plan and Hall roles and Bannockburn's Community Centre and Recreation Reserve roles into broader "Community Liaison" positions.

COMMITTEE RESOLUTION

Moved: Browne

Seconded: Sanford

That the Cromwell Community Board

-
- A. Receives the report and accepts the level of significance.
- B. Appoints representatives to community organisations as follows:
- Cromwell and Districts Community Trust – Mike Casey
 - Cromwell and Districts Promotions Group – Mike Casey
 - Cromwell District Museum – Anna Harrison
 - Cromwell Youth Trust – Wally Sanford
 - Old Cromwell Incorporated – Rebecca Anderson (as per the Trust Deed)
 - Lowburn Hall Committee – Wally Sanford
 - Tarras Community Liaison – Rebecca Anderson and Sarah Browne
 - Bannockburn Community Liaison – Rebecca Anderson and Anna Harrison
 - Friends of Cromwell Cemetery – Wally Sanford
- C. Notes the organisations where the Board appoints representatives from time to time when required:
- The Community Board Chair can appoint two members to the Cromwell College Charitable Trust in the case of retirement or replacement of a member as per the Trust Deed
 - Cromwell Resource Centre Trust (known as Cromwell Community House) – The appointment of 5 representatives as per the Trust Deed
 - Central Otago Sports Turf Trust – The appointment of 2 representatives as per the Trust Deed

CARRIED

7 MAYOR'S REPORT

26.1.4 MAYOR'S REPORT

Her Worship the Mayor was an apology for the meeting so no report was presented.

8 CHAIR'S REPORT

26.1.5 CHAIR'S REPORT

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

- Had attended meetings with CLEC team as part of the plan to hold 'Wheels in Cromwell'.
 - Had spoken on Radio Central as part of her weekly spot.
 - Had attended the Classic car event in Cromwell.
-

COMMITTEE RESOLUTION

Moved: Sanford
Seconded: Anderson

That the report be received.

CARRIED

9 MEMBERS' REPORTS

26.1.6 MEMBERS' REPORTS

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

Cr Browne reported on the following:

- December was full of prizegiving's and end-of-year celebrations for our rangatahi, which highlighted the talent and recognised and celebrated the students hard work, and noted that as a rural area we are definitely punching above our weight.
- Gave an update from the December Council Meeting:
Noted the progress in Roxburgh as the Project Steering Group investigate alternative sites and options for the Entertainment Centre rebuild.
Alexandra's Centrepoin Mall experienced issues with trees in the town centre.
The draft Parks and Reserves Bylaw was agreed to proceed to consultation.
- Gave an update from the January Council Meeting:
Peter Newport from Crux spoke in the public forum about the benefits and possibilities of outsourcing some media and engagement work.
Te Korowai presented their evaluation report, which recognised strong community engagement and interaction, while noting areas for continued growth.
Cromwell and Vincent reserve management plans were prepared for consultation.
Council changed its nomination for the Santana/MGL mine fast-track application panel from former Cllr Gillespie to Gary Rae, an experienced hearing panel chair with extensive knowledge of Central Otago.
Council negotiated a road access agreement with Santana/MGL, securing a financial contribution to be used toward ongoing major projects or other avenues. This was not an endorsement of the mine but aimed to help offset costs given potential rates capping and rising ratepayer expenses.
- Other Community Events & Engagement:
Attended the Cherry Festival and the Harness Races noting that both events drew large crowds and provided affordable family entertainment, showcasing Cromwell at its best.
Attended the Tarras Hall group meeting and enjoyed connecting with this very active community.

Mr Casey reported on the following;

- Cherry harvest was finally finishing that week, commenting that it had been an extremely busy harvest season.
- He had been working on a solar farm concept with the Rewiring team and expressed a desire to hold a workshop for all elected members and Council staff to explore the concept and potential solar-related revenue opportunities.

Ms Anderson reported on the following;

- Had attended the Otago Rowing Championships in December as a volunteer.
 - Had enjoyed the community getting involved in the roundabout weeding in December.
 - Attended the Coffee and Chat event at Forage and noted the strong turnout and engaging conversations.
 - Attended the Tarras Hall Committee meeting and outlined the many projects that the community are involved in.
-

- Had a tour of the “Facility by the Lake” and had arranged for some Cromwell College senior students and teachers to visit facility and encouraged them to engage with the naming process.
- Had attended the South Island Club Rowing Championship at the end of January as a volunteer.
- Noted the positive feedback on the tidy up in the mall.

Mr Sanford reported on the following:

- Attended Speedway events; noted eight planned events over recent months, with two cancelled due to low entries and weather.
- Attended the Cherry Spitting event; it was well attended with excellent weather.
- Participated in the Town and Country Club Fishing Competition; caught six perch, one brown trout, and three rainbow trout. Approximately 140 entries, well attended despite cooler conditions.
- Went on a camping holiday in Geraldine.
- Attended NZGP at Highlands; Cromwell venues and service providers were fully booked, providing great exposure for Cromwell during the Central Otago summer.
- Participated in the tidy up of the towns roundabouts, noting there was strong community involvement with over 100 labour hours contributed, plus machinery, materials, and financial investment. The commercial equivalent was estimated to be over \$7,000.
- Attended American Invasion Speedway; attended by seven American sprint car drivers, which promoted New Zealand and Cromwell internationally. Jason Scott, Pete Murphy, and their team were commended for hosting.
- Attended the Cromwell Classic Car and Hot Rod Festival; attendance was slightly lower than peak years but still well attended. Rumours of the show leaving town were dismissed by organisers, confirming it would continue at the same location next year.
- Attended the Cromwell Swap Meet hosted by the Central Otago Vintage Car Club; it successfully rounded out the Friday night cruise and Saturday car show and provided significant fundraising for two local clubs.

COMMITTEE RESOLUTION

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

That the report be received.

CARRIED

10 STATUS REPORTS

26.1.7 FEBRUARY 2026 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 play strategy hui that will be taking place in the district in March and the progress on the Play Strategy.

COMMITTEE RESOLUTION

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

 That the report be received.

CARRIED

11 DATE OF THE NEXT MEETING

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

12 RESOLUTION TO EXCLUDE THE PUBLIC

Recommendations

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

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
Confidential Minutes of the Cromwell Community Board Meeting held on 25 November 2025	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
26.1.8 - February 2026 Confidential Governance Report	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	Commercial sensitivity

The public were excluded at 4.10 pm and the meeting closed at 4.51 pm.

4 DECLARATIONS OF INTEREST

26.2.1 DECLARATIONS OF INTEREST REGISTER

Doc ID: 2693151

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 - Declarations of Interests [↓](#)

Name	Member's Declared Interests	Spouse/Partner's Declared Interests	Council Appointments
Rebecca Anderson	Cromwell Rowing Club (member) Andersons Plumbing (Owner and Director)	Cromwell Volunteer Fire Brigade (member) Andersons Plumbing (Owner and Director)	
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)	
Mike Casey	Summerfruit Horticulture New Zealand Federated Farmers Farmlands Rewiring Aotearoa Forest Lodge Orchard Rewiring Aotearoa (CEO) Forest Lodge Orchard (Owner Operator) DeliverEasy (Shareholder) Flexihome (Shareholder) Blackbird VC (Limited Partner across several funds)	Summerfruit Horticulture New Zealand Federated Farmers Farmlands Rewiring Aotearoa Forest Lodge Orchard Rewiring Aotearoa (CEO) Forest Lodge Orchard (Owner Operator) DeliverEasy (Shareholder) Flexihome (Shareholder) Blackbird VC (Limited Partner across several funds)	

	Motion Capital Simplicity	Motion Capital Simplicity	
Anna Harrison	Principal Goldfields Primary School Runs the Dunstan Zone swimming championships Cromwell Swim Club (life member) Central Otago Primary School Sport Association (member) Dunstan Zone Sports Group (member) Principal of Goldfields Primary School	Mojo Modern Joinery Cromwell (Owner / Director)	
Wally Sanford	Paterson Pitts Ltd (Employee) Southland Zodiac Zephyr Club (Member) Cromwell Mountainbike Club (Member) Survey and Spatial New Zealand (Voting Member)	Vinpro (Employee)	

5 REPORTS

26.2.2 CROMWELL RACECOURSE RESERVE EVENT

Doc ID: 2727953

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

1. Purpose of Report

To approve improvements at Cromwell Racecourse Reserve to enable large events to be undertaken within the reserve.

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
 - B. Recommends to Council its support of the proposed Wheels event at the Cromwell Racecourse Reserve and that Council provides its consent for the associated improvements under clause 5 of its lease with the Central Lakes Equestrian Club.
-

2. Background

During the Development of the Cromwell Racecourse Reserve Management Plan in 2025 it was noted that the Cromwell Racecourse Reserve is regularly used to host local events that benefit from its large open space, central location, and flexibility of use.

The Reserve Management Plan states these have included - *equestrian competitions, community gatherings, and informal recreational events. While events are not currently a major use of the reserve, the site has potential to accommodate a wider range of event types due to its size, access, and proximity to Cromwell township. At present, events at the reserve are typically managed on a case-by-case basis by the Central Lakes Equestrian Club as the leaseholder.*

Supporting infrastructure such as power, toilets and parking has been developed to enable events. There is potential to expand event use of the site over time, particularly if future development improves supporting facilities and there is community interest. The Management Plan recognises this potential and seeks to balance event use with the protection of the reserve's primary functions and environmental values.

During the submission phase of the Reserve Management Plan (the Plan) the Cromwell Community Board (the Board) heard that what was formally known as "Wheels at Wanaka" had undertaken its last event ever in Wanaka and was looking for a suitable site to host the event in future. It was further stated that the Cromwell Racecourse Reserve would be ideal to hold the event subject to some reorganisation of the site.

Discussions have continued since the adoption of the Plan, between Council staff, Central Lakes Equestrian Club, (CLEC), (who hold a lease to manage the reserve on Councils behalf), and representatives from the Wheels group, to determine if the Reserve could be adapted for a similar Wheels event.

3. Discussion

The Reserve Management Plan states - *The Reserve has the potential to accommodate a range of community and sporting events due to its size, central location, and existing open space. The Reserve will remain available for appropriately scaled events that align with its recreational purpose. Events that are compatible with the reserve's layout and facilities, and that do not cause long-term damage or significantly restrict public access, will be encouraged. The concept layouts show the centre of the racetrack as a flexible event space, for equestrian use and community events. These areas are soft zoned only, with no physical barriers proposed between them. Events could take place in other parts of the reserve, depending on their nature, scale, and operational requirements. Council will work in collaboration with the Central Lakes Equestrian Club, where appropriate, to assess and approve events, to ensure events support community wellbeing, protect the reserve's values, and are managed safely and sustainably, while also ensuring they do not unreasonably interfere with existing activities.*

The Management Plan then specifies -

Events

Events and temporary commercial activities may be beneficial to the community and are by nature of short duration. Events can greatly improve the use and enjoyment of the Reserve by the community and visitors to Cromwell. By necessity many sporting events, recreation activities and other events are becoming more commercialised. Issues of ticketing, security and signage all arise and need to be managed to ensure the sustainability of the events while protecting the values associated with the Reserve. Formal approval is required for all events.

Approval is at the discretion of the Council and/or the Central Lakes Equestrian Club implementation - develop a permit and approvals system for event bookings that ensures close liaison between Council and Central Lakes Equestrian Club.

Improve event infrastructure, such as permanent water, sewer and three-phase power supplies to minimise disturbance to the grounds and reduce set up and break down times for events, as resources permit.

POLICIES

1 Permit the use of the Cromwell Racecourse Reserve for sporting, community, cultural and recreational events (both ticketed and non-ticketed).

2 Ensure that events do not compromise the primary function of the reserve and that events have contingency plans to relocate should ground conditions not be

Markets, festivals, and concerts

Council may receive requests from markets, circuses, concert promoters, side-shows, gypsy fairs and similar operators to use Cromwell Racecourse Reserve.

OBJECTIVES

To allow occasional use of Cromwell Racecourse Reserve for markets, circuses, vehicle displays, concerts, side-shows, and similar uses provided that this is compatible with other reserve activities.

POLICIES

Approve markets, circuses, concerts, side shows, gypsy fairs and like opera where there is evidence that the adverse effects can be minimised. The assessment of effects will include the following:

- Effects on others using the reserve and neighbours*
- Services*
- Damage to the reserve*
- Health and safety provisions.*
- District Plan rules.*

Such an event is anticipated in the Plan and that the CLEC have the right under their lease to approve and manage this process as they do with all other events within the Reserve.

Appendix 1 shows the revised layout plan that would enable the proposed Wheels event and continued equestrian use. It would also not inhibit Councils future plans for sports ground development.

The location of the Machinery digging area is shown at #11 with #13 being a viewing embankment.

This area will be dug up and re-levelled after the event each time to minimise any ongoing disruption to other reserve users.

Area #12 is the permanent Machinery Show area or parade ground and is large enough to have a full-sized rugby field in the centre. It could also be used for other events such as concerts.

The reimaged layout sees the removal of one sports field which is not seen as material in the future supply of sports grounds and enables existing usage and future sports ground development.

The CLEC support the proposal and have advised Council that the north/south orientation is their preferred option for the parade ground.

The Wheels group have indicated they would like 5 events, to be held every two years.

The projected timelines for the requirement of the new sports grounds to be developed is within a 5-year timeline for area #5. The requirements for sports ground in area #13 is less certain and will depend on population and sporting growth.

Under the lease agreement Council has with CLEC, clause 5 states.

The lessee will not make any structural alterations to any buildings or other improvements without the prior consent of Council in writing.

Given this clause and the amendment to the layout plans, it is appropriate for the Board to recommend to Council its support of the project and that Council provides its approval under the lease.

4. Financial Considerations

There are no financial implications for Council in this resolution.

5. Options

Option 1 – (Recommended)

Recommends to Councils its support of the project and that Councils provide its consent for the improvements to enable the proposed Wheels event, under clause 5 of its lease with the Central Lakes Equestrian Club.

Advantages:

- Decision is consistent with the Cromwell Racecourse Reserve Management Plan.
- Consistent with the lease Council has with Central Lakes Equestrian Club.
- Enables larger events to happen with minimal impact on future sports ground development plans.

Disadvantages:

- No disadvantages have been identified.

Option 2

The Board does not support the proposal of improvements for the proposed Wheels event at the Cromwell Racecourse Reserve.

Advantages:

- No advantages have been identified.

Disadvantages:

- Decision not consistent with the Reserve management Plan or lease.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the (social/cultural/economic/environmental) wellbeing of communities, in the present and for the future by ensuring the Cromwell Racecourse Reserve is available for community events.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Cromwell Racecourse Reserve Management Plan 2025.
Considerations as to sustainability, the environment and climate change impacts	No impacts are anticipated through adopting this resolution.

Risks Analysis	Minimal risk to Council is anticipated through adopting this resolution.
Significance, Consultation and Engagement (internal and external)	The Reserve Management Plan was consulted on in 2025, and the recommendation is consistent with its policies.

7. Next Steps

Report to Council for confirmation of Boards recommendation.

8. Attachments

Appendix 1 - Amended Racecourse Layout. [↓](#)

Racecourse Reserve - Additional Options

- This addendum covers additional options for the equestrian cross country / pony club area to include space for Vintage machinery shows including a 4 hectare area for digging to take place as part of the vintage machinery events.



Design Option - Racecourse Reserve Medium Term 2030 - Design Plan A



Legend

- ① Leased Horse Grazing Paddocks
- ② Cross Country / Pony Club
- ③ Equestrian Arenas / Stalls
- ④ Multi-use Space
- ⑤ Sports Fields/Facilities
- ⑥ Equestrian Administration
- ⑦ Racing Event Space
- ⑧ Equestrian Event Space
- ⑨ Community Event Space
- ⑩ Event Parking / Community Event Space
- ⑪ 4 Hectare digging area within Cross Country area
- ⑫ Machinery show area /Sports Field
- ⑬ Embankment

Design Option - Racecourse Reserve Medium Term 2030 - Design Plan A



Legend

- ① Leased Horse Grazing Paddocks
- ② Cross Country / Pony Club
- ③ Equestrian Arenas / Stalls
- ④ Multi-use Space
- ⑤ Sports Fields/Facilities
- ⑥ Equestrian Administration
- ⑦ Racing Event Space
- ⑧ Equestrian Event Space
- ⑨ Community Event Space
- ⑩ Event Parking / Community Event Space
- ⑪ 4 Hectare digging area within Cross Country area
- ⑫ Machinery show area /Sports Field
- ⑬ Embankment

26.2.3 CROMWELL GOLF CLUB - REQUEST TO AUTHORISE BUILDING ALTERATIONS AND OTHER IMPROVEMENTS ON RESERVE LAND

Doc ID: 2709935

Report Author:	Helen Giles, Property and Facilities Officer (Cromwell) Zelda Zeelie, Statutory Property Team Leader
Reviewed and authorised by:	David Scoones, Group Manager - Community Experience

1. Purpose of Report

To consider recommending to Council to grant permission to the Cromwell Golf Club Incorporated to:

1. Extend the current club house footprint
2. Erect a new deck outside the club house
3. Construct a new Pro Shop

on Recreation Reserve Section 4 BLK XCII Town of Cromwell, Cromwell Golf Course, 55 Neplusultra Street, Cromwell (pursuant to delegated authority), in accordance with Section 54(1) of the Reserves Act 1977.

Recommendations

That the Cromwell Community Board

- A. **Receives** the report and accepts the level of significance.
- B. **Recommends** to Council to approve the granting of the consent of the Minister of Conservation (under delegated authority), to extend the current club house footprint, erect a new club house deck and construct a new pro shop on Recreation Reserve, Cromwell Golf Course, 55 Neplusultra Street, Cromwell, in accordance with Section 54(1) of the Reserves Act 1977.
- C. Recommends to Council that consent is granted on the condition that a variation to the original 1981 Lease agreement with the Cromwell Golf Club is executed by the parties to insert the standard clauses for the removal of improvements at termination of the lease that are currently not provided for in the 1981 lease.
- D. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

2. Background

The Cromwell Golf Club currently leases land situated on a Section 4 Block XCII Town of Cromwell comprising 22.279 ha.

Golf has a long-standing history in the Central Otago district, and The Cromwell Golf Course is a primary venue for physical activity and social interaction. Providing the required

infrastructure allows the club to maintain the course at a high standard and deliver a safe, quality experience for both members and casual players.

To continue to improve the customer experience for the golf club users, the club are seeking approval for three proposed improvements:

1. Extend the current club house footprint
2. Erect a new deck outside the club house
3. Construct a new Pro Shop

3. Discussion

The proposal to make the three improvements, represent necessary infrastructure upgrades for the Cromwell Golf Course to enable them to further grow and prosper. The current clubrooms, whilst well used would benefit from better functionality, a new outdoor space will improve the usability of the space, and a larger Pro Shop will greatly improve the customer experience.

The three proposed improvements shown in figure 1 involve:

1. Extending the current club house footprint – this involves extending the existing clubhouse footprint to expand the kitchen area and relocate the bar and chiller adjacent to the kitchen. This reconfiguration will create a more functional and efficient operating layout for the provision of catering and beverage services to clubhouse users.

The extension also enables the construction of a new accessible toilet on the same floor level as the kitchen and bar, ensuring the clubhouse facilities are accessible to all users.

2. Erect a new deck outside the club house – includes the construction of a new outdoor deck adjacent to the clubhouse, providing an attractive and functional space for club users to enjoy the outdoor environment following their game. The deck will also create a strong physical and visual connection to the proposed hospitality improvements, enhancing the overall usability and appeal of the clubhouse facilities.
3. Construct a new Pro Shop - a new, larger pro shop allows the golf club to modernise its facilities, improve accessibility and operational efficiency, and better integrate with the wider clubhouse and course layout. The expanded space supports increased membership and visitor use by improving customer flow, enabling professional services such as coaching and club fitting, and providing a safer, more welcoming experience for all players. In addition, greater retail and storage capacity strengthens revenue generation and supports the club's long-term financial sustainability and competitiveness.

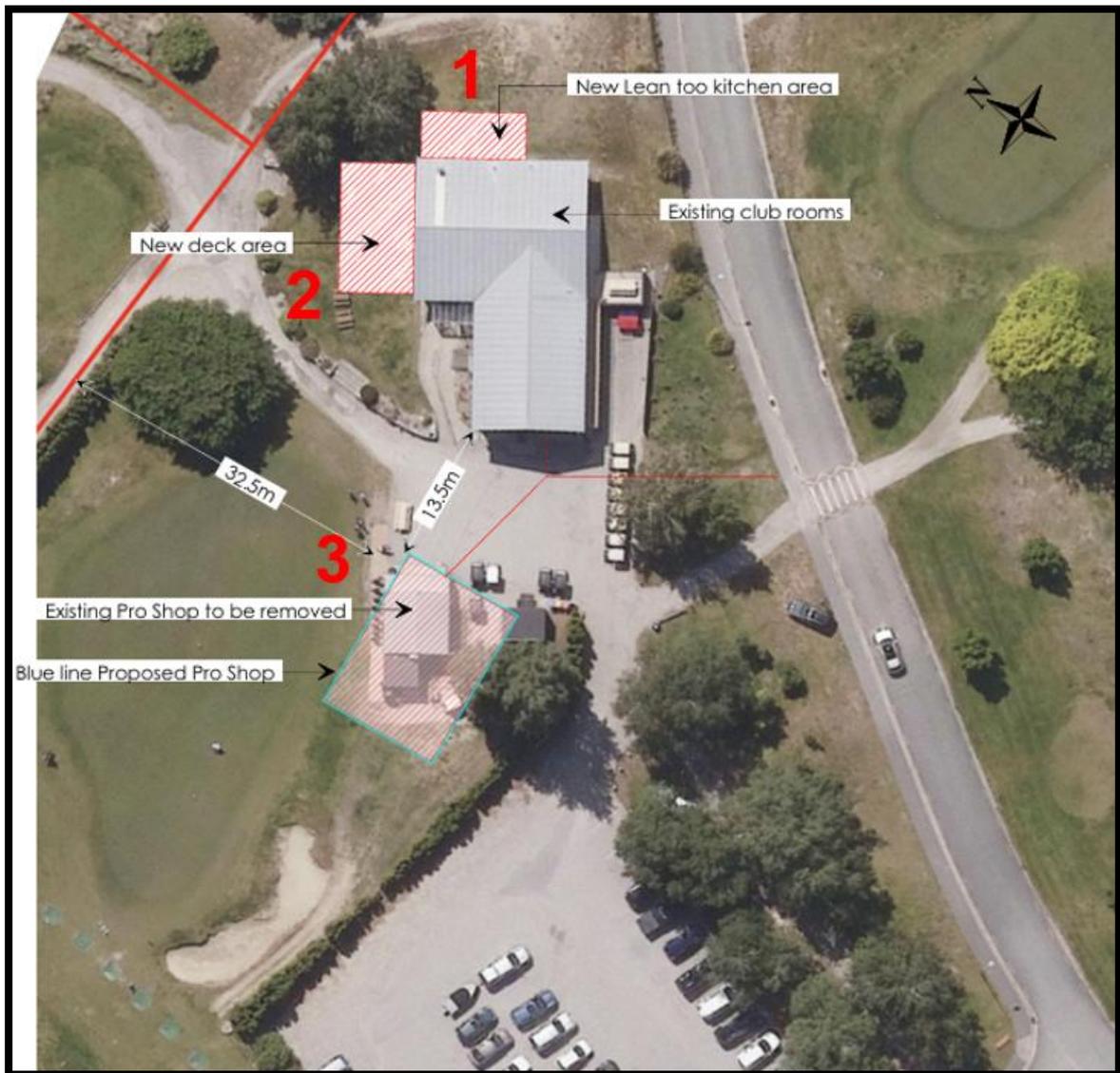


Figure 1: Location of proposed improvements

Attached to the report as Appendices 1 and 2 are the building plans submitted for your information.

The current lease with the Golf Club dates back to 1981. It is recommended that the standard modern clause relating to improvements on Council-leased land at the end of a tenancy be included in the deed of variation. This clause protects the interests of both parties—Council as landlord and the Golf Club as tenant—by clarifying the status of any improvements made during the lease term. It provides that such improvements must either be removed by the tenant at termination or may, with Council’s agreement, be transferred to Council without compensation.

If the tenant fails to remove improvements at the end of the lease, Council may choose to demolish them at the tenant’s expense, unless Council elects to take ownership. As the 1981 lease does not contain these provisions, it is recommended that they be incorporated through the proposed deed of variation.

4. Financial Considerations

The decision to grant approval for the three proposed improvements does not carry any direct financial implications for the Council. All costs associated with the design, consenting, construction, and ongoing maintenance of the new shed are the sole responsibility of the applicant, the Cromwell Golf Club Inc.

5. Options

Option 1 – (Recommended)

Recommends to Council to approve the three improvements

Advantages:

- The clubhouse reconfiguration will create a more functional and efficient operating layout for the provision of catering and beverage services to clubhouse users.
- The extension also enables the construction of a new accessible toilet on the same floor level as the kitchen and bar, ensuring the clubhouse facilities are accessible to all users.
- The new deck provided an attractive and functional space for club users to enjoy the outdoor environment following their game
- The expanded Pro Shop space supports increased membership and visitor use by improving customer flow, enabling professional services such as coaching and club fitting, and providing a safer, more welcoming experience for all players
- Expanded and improved facilities help accommodate growing membership and increased visitor numbers. This supports active recreation, social interaction, and community wellbeing
- Allowing facility upgrades supports the club's ability to remain financially viable through improved hospitality and retail operations. A more sustainable club reduces the likelihood of future financial distress, closure, or requests for council intervention or support.
- Recognises that the building is consistent with the Reserves Act 1977 and the 2013 Instrument of Delegation, ensuring due process has been followed with minimal environmental effects.

Disadvantages:

- Nil

Option 2

Declines to recommend

Advantages:

- Maintains the status quo of the reserve land

Disadvantages:

- Would hinder Cromwell Golf Club's ability to support continued membership growth and maintain its long-term sustainability.
- Outdated or undersized facilities can detract from the overall experience of club members, casual players, and visitors.
- Other golf clubs that are allowed to modernise and expand their facilities may attract members, tournaments, and visitors away from the club. This could place the Cromwell Golf Club at a competitive disadvantage within the regional recreational and tourism landscape, resulting in lost economic and social benefits for the wider Cromwell community.
- Does not recognise the Reserves Act 1977 delegation for a structure consistent with the reserve's purpose.

6. Compliance

<p>Local Government Act 2002 Purpose Provisions</p>	<p>This decision promotes the social and economic wellbeing of communities, in the present and for the future by ensuring the sustainable management of a key community recreational asset. By approving the improvements as requested, the Council supports the long-term viability of the Golf Club, protects community-owned assets from environmental degradation, and ensures the club can provide affordable recreational opportunities.</p>
<p>Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.</p>	<p>Yes - The recommendation is consistent with the CODC District Plan, specifically policies relating to "Open Space" and "Recreation" zones which encourage the provision of facilities that support and enhance the use of the district's reserves.</p> <p>It also aligns with the Economic Development Strategy by supporting Central Otago's profile as a premier recreational and tourism destination. High-quality golf facilities are a key component of the local visitor economy, and providing for their</p>

	<p>maintenance and equipment storage ensures the long-term health of this asset.</p>
<p>Considerations as to sustainability, the environment and climate change impacts</p>	<p>Not applicable due to the specialist nature of this equipment and limited supply options.</p> <p>The proposal has a positive impact from a sustainability perspective, as it supports the continued use and viability of an established public recreational facility by improving the functionality and efficiency of existing operations.</p> <p>The proposal represents a self-funded enhancement of an existing public asset and does not create additional financial obligations for Council or ratepayers.</p>
<p>Risks Analysis</p>	<p>There are no risks to Council associated with the recommended option. Denying the consent (Option 2) would create operational and financial risk for the Cromwell Golf Club.</p>
<p>Significance, Consultation and Engagement (internal and external)</p>	<p>The proposal does not exceed any of the thresholds nor meet any of the criteria in the Significance and Engagement Policy and public consultation is not considered required.</p> <p>No specific Iwi engagement was undertaken as the proposal involves an operational building within an existing, highly modified recreational area.</p> <p>Parks and Recreation Team have been consulted. No other departments are significantly impacted.</p> <p>In accordance with the CODC Significance and Engagement Policy, this matter is determined to be of Low Significance. The decision does not involve a strategic asset, has no negative impact on Council's financial capacity or debt, and does not significantly change the levels of service provided to the community. Consequently, a formal public consultation process is not required.</p> <p>There are no negative consultation implications. The approval is a standard administrative exercise of delegated authority to support an existing community tenant in managing their operational infrastructure.</p>

7. Next Steps

- Following approval of the recommendation by the Cromwell Community Board, the report will be presented to the next Council meeting for formal resolution.
- Once the Council resolution is passed, the outcome will be formally communicated to the Cromwell Golf Club.
- Execute the Deed of Variation to include the relevant improvement clauses.
- Works on the three areas will proceed upon receipt of the formal resolution and the successful issuance of a Building Consent.

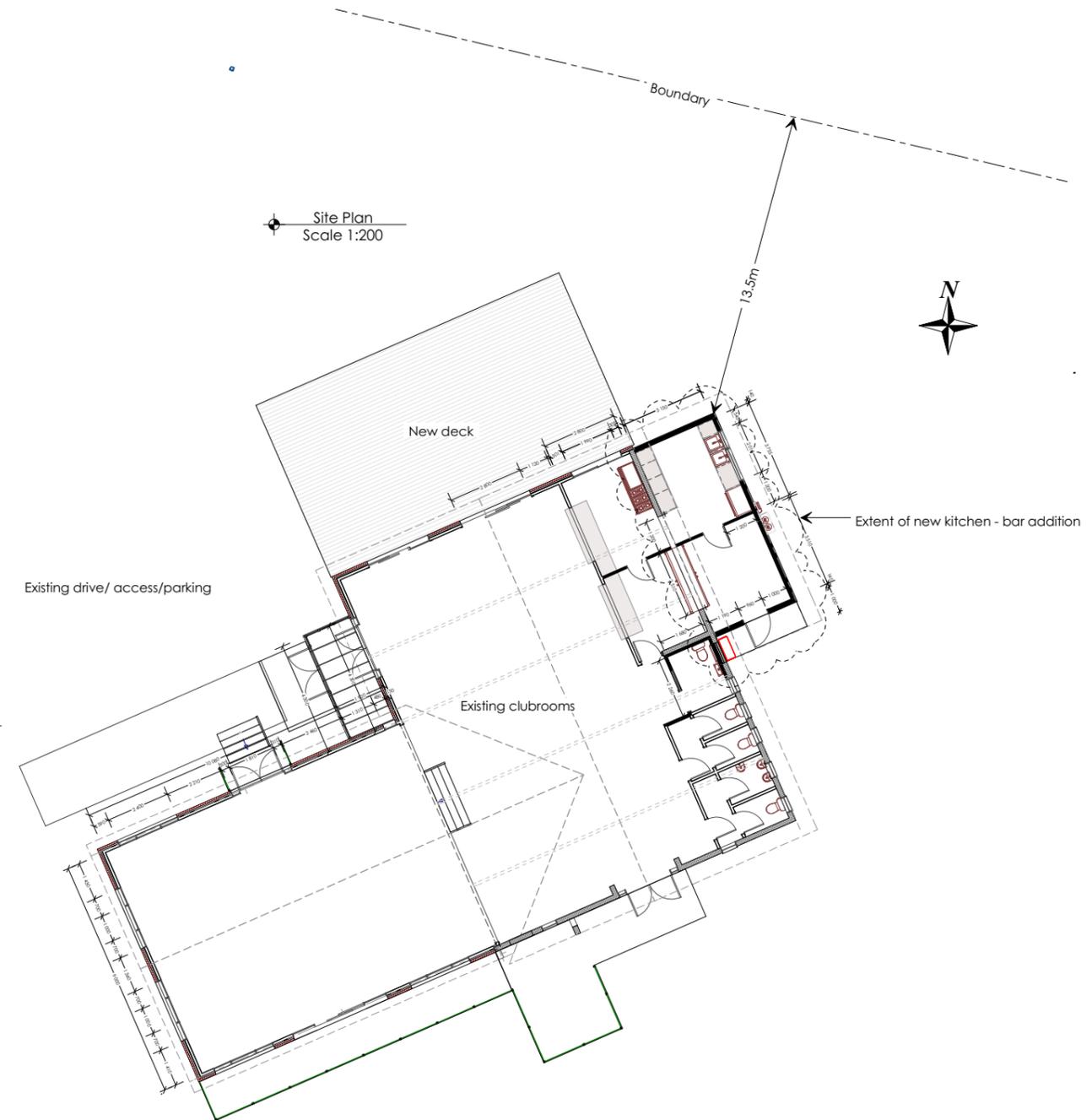
8. Attachments

Appendix 1 - Cromwell Golf Club House plans - February 2026 [↓](#)

Appendix 2 - Cromwell Golf Pro Shop plans - February 2026 [↓](#)

- 1 Site Plan
- 2 Existing & Proposed
- 3 Floor Plan
- 4 Sub Floor Plan
- 5 Portal Details
- 6 Portal Details
- 7 Elevations / Window Schedule
- 8 Cross Sections
- 9 Cross Section Details
- 10 Cross Section Details
- 11 Bracing Plan
- 12 Accessible toilet
- 13 Plumbing Plan
- 14 Roof Framing & Roof Plan
- 15 Flashings & Penetrations
- 16 Flashings & penetrations
- 17 Electrical

Estate Fee Simple
Area 22.2780 hectares more or less
Legal Description Section 4 Block XCII Town of Cromwell
Purpose Recreation Reserve
Registered Owners
 Central Otago District Council



Parcel ID: 3042740 Appellation: Section 4 Block XCII TN OF Cromwell Location: Climate Zone: 6 Earthquake Zone: Zone 2 Exposure Zone: Zone B Lee Zone: No Rainfall Range: 30 - 40 Wind Region: A Wind Zone: High



REVISION TABLE			
NUMBER	DATE	REVISED BY	DESCRIPTION

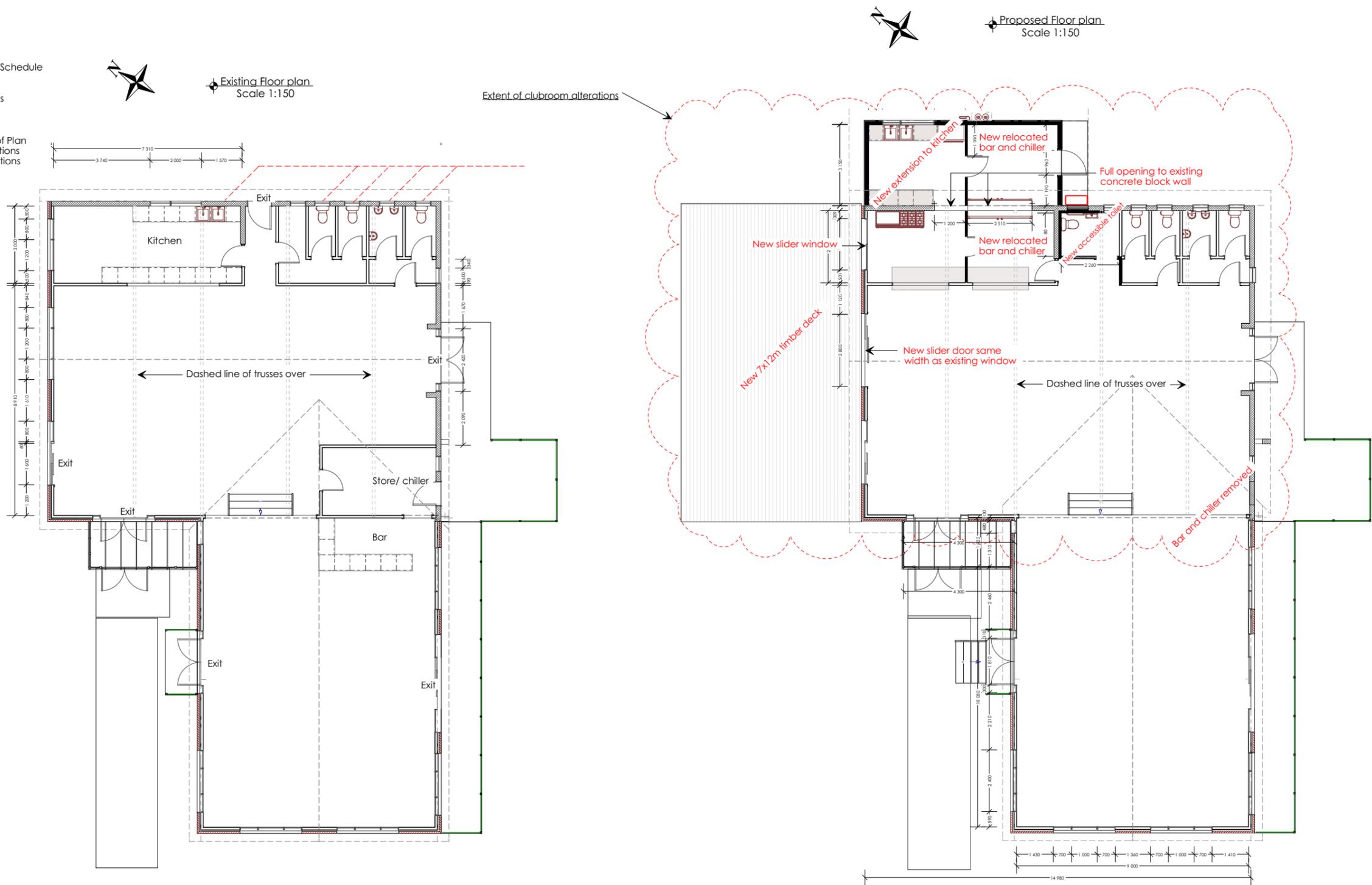
Designer: A McGuigan
 email: alan@xtra.co.nz
 PH: 021 9289775 A2

Site Plan
 PROJECT: Cromwell Golf Course.

JOB ID: Cromwell Golf Club
 DRWN BY: A McGuigan
 DATE: 10/10/2025

S-1

- 1 Site Plan
- 2 Existing & Proposed
- 3 Floor Plan
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- 17 Electrical



Parcel ID: 3042740 Appellation: Section 4 Block XCII TN OF Cromwell Location: Climate Zone: 6 Earthquake Zone: Zone 2 Exposure Zone: Zone B Lee Zone: No Rainfall Range: 30 - 40 Wind Region: A Wind Zone: Very High



REVISION TABLE			
NUMBER	DATE	REVISED BY	DESCRIPTION

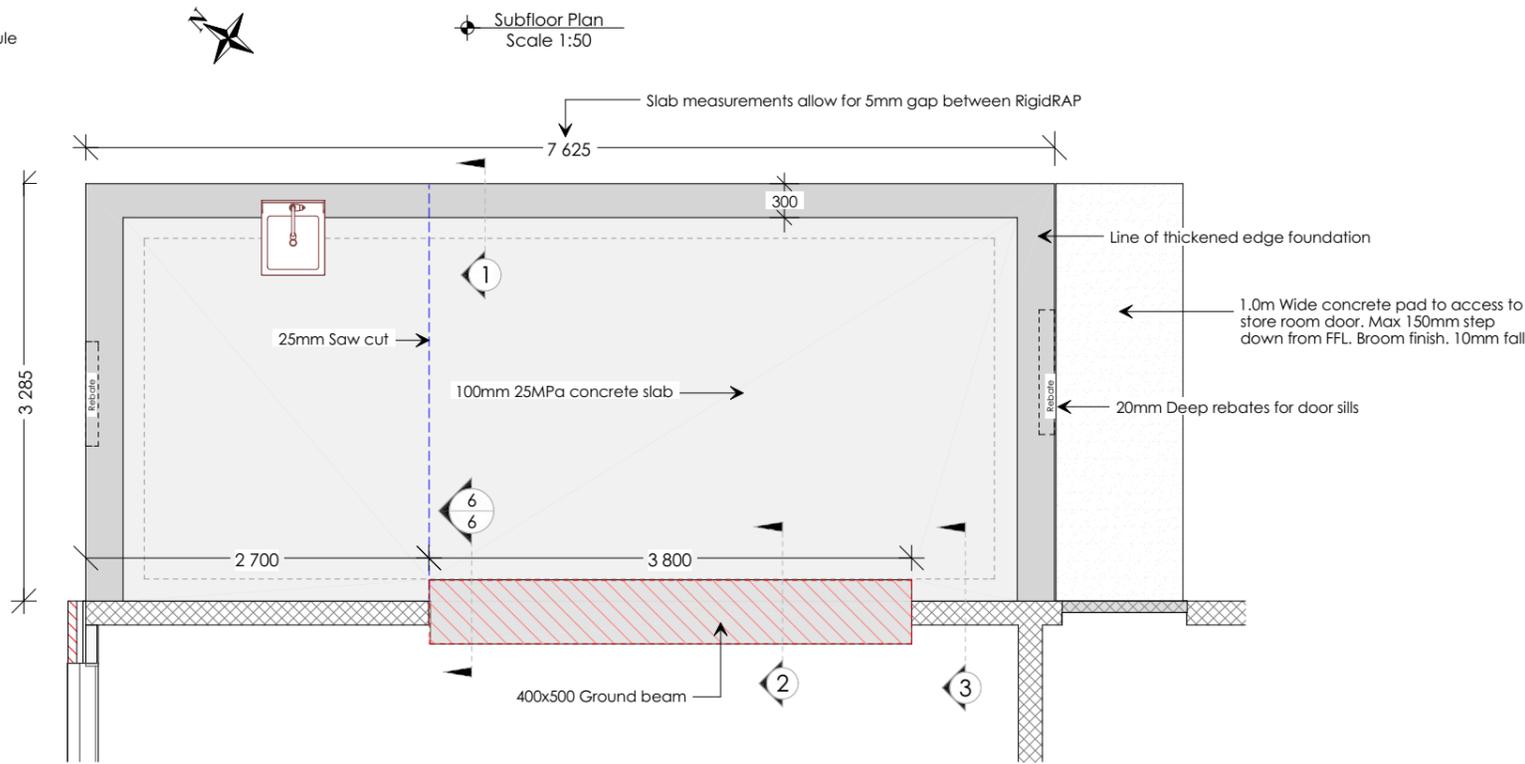
Designer: A McGuigan
 email: alan@xtra.co.nz
 PH: 021 9289775 A2

Existing & Proposed Floor Plan
 PROJECT: Cromwell Golf Course.

JOB ID: Cromwell Golf Club
 DRWN BY: A McGuigan
 DATE: 10/10/2025

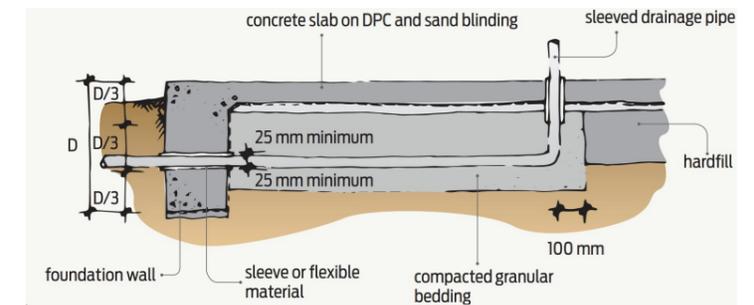
S-2

- 1 Site Plan
- 2 Existing & Proposed
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Concrete slab
 Site scraped clear of organic matter and loose debris.
 Base of foundation into good ground 150mm min. AP20 Hardfill or similar compacted in 150mm layers/ 75mm min-600mm max depth. 3 x HD12 continuous bars with R10 stirrups @ 600mm cntrs to thickened edge foundation. Starters to extend 600mm into slab. G500 SE62 Mesh with 30mm cover to 100mm thick 25MPa concrete slab over 50mm VH polystyrene over .250mic DPM over 20mm blinding layer over compacted hardfill. 6x HD16 Bars with R10 stirrups @ 200mm cntrs to 500x400mm ground beam reinforcing to UC200 portal frame foundation. D12 starter bars epoxied 125mm into existing foundation @ 600mm cntrs extending 600mm into new slab. All concrete 25MPa. 50mm Cover to all reinforcing. Finished floor level 225mm min above finished cleared ground level. Cut 25mm deep saw cut to slab as indicated within 24hrs of placing slab.

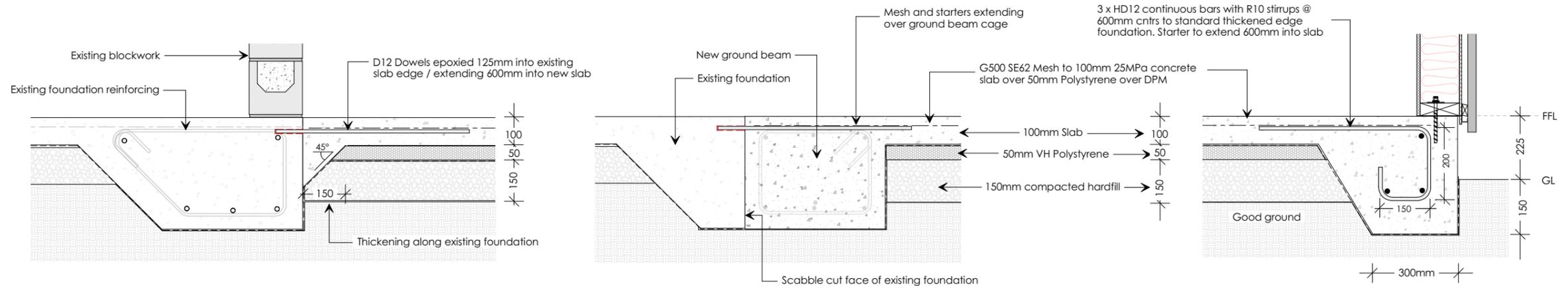
Pipework Through Concrete



③ Through New Slab To Existing
 Scale 1:15

② Through New Slab/ Ground Beam
 Scale 1:15

① Through Typical Thickened Edge Foundation
 Scale 1:15



REVISION TABLE			
NUMBER	DATE	REVISED BY	DESCRIPTION

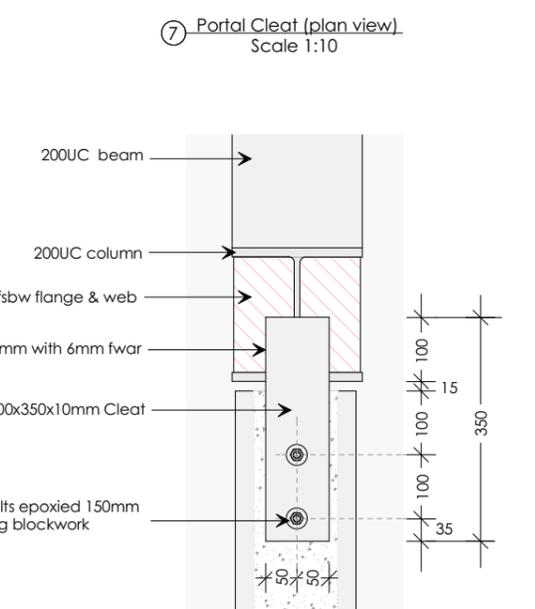
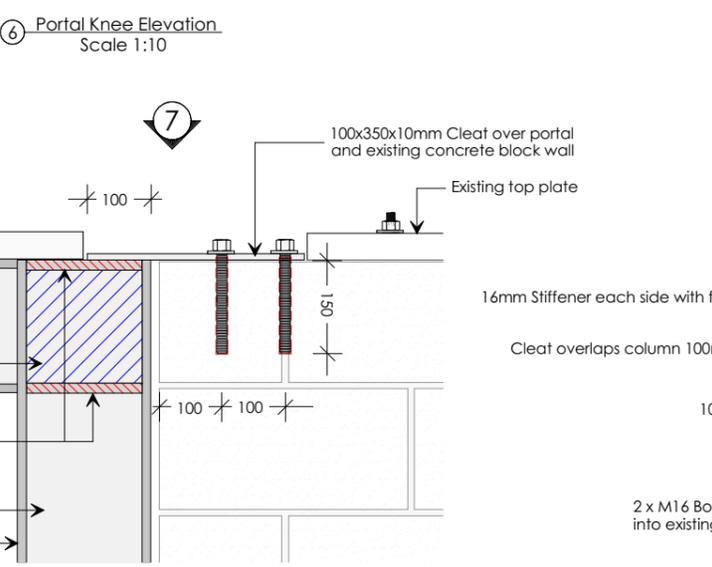
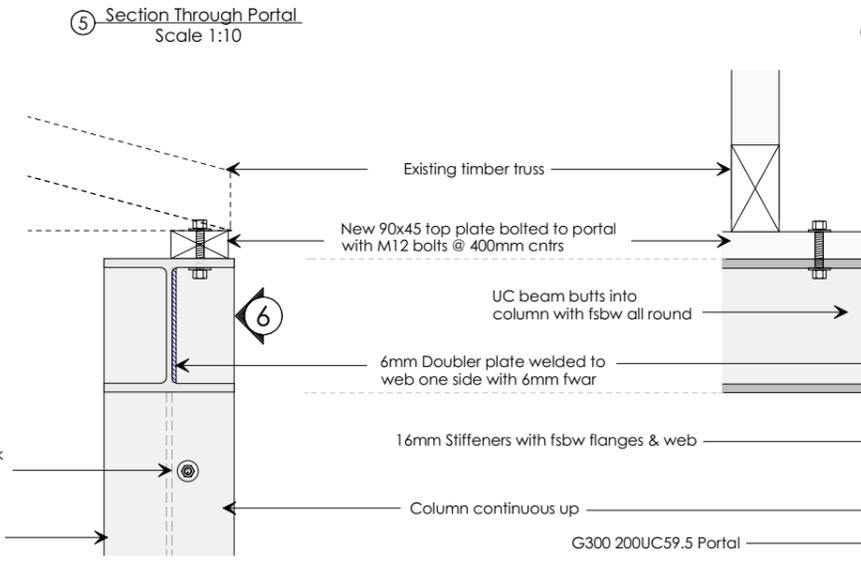
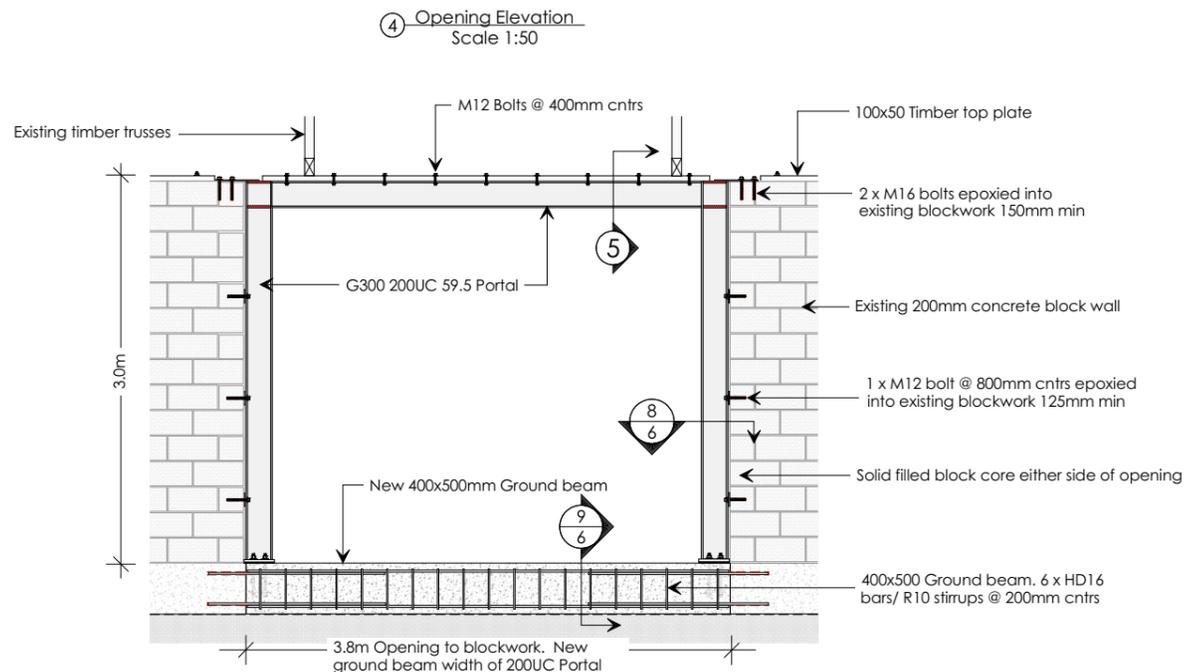
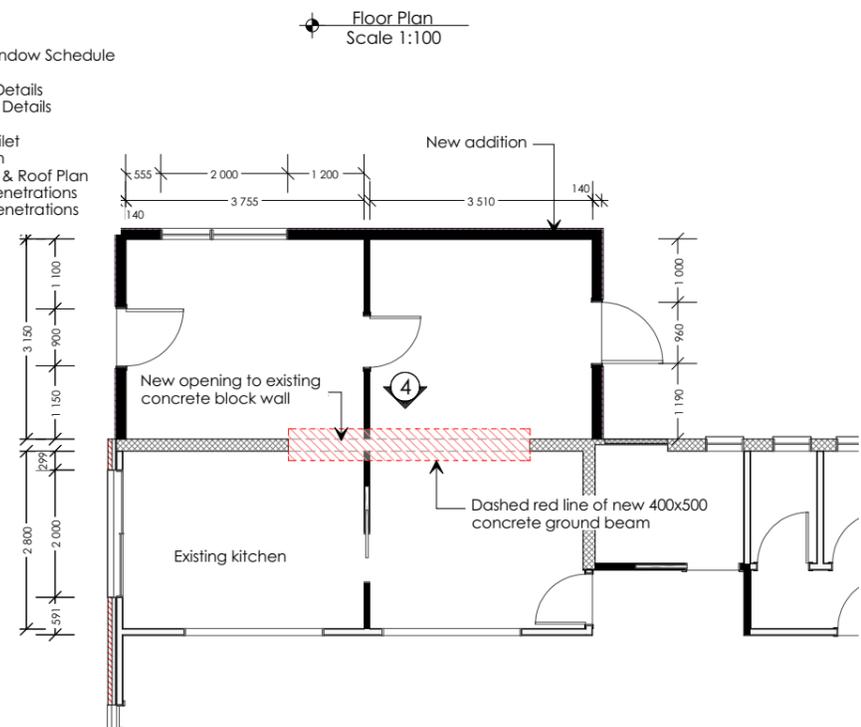
Designer: A McGuigan
 email: alan@xtra.co.nz
 DR 0010089775 A3

Sub Floor Details
 PROJECT: Cromwell Golf Course.

JOB ID: Cromwell Golf Club
 DRWN BY: A McGuigan
 DATE: 10/10/2025

S-4

- 1 Site Plan
- 2 Existing & Proposed
- 3 Floor Plan
- 4 Sub Floor Plan
- 5 Portal Details
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- 8 Cross Sections
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- 13 Plumbing Plan
- 14 Roof Framing & Roof Plan
- 15 Flashings & Penetrations
- 16 Flashings & penetrations
- 17 Electrical



REVISION TABLE			
NUMBER	DATE	REVISED BY	DESCRIPTION

Designer: A McGuigan
email: alan@xtra.co.nz
PK 0010000775 A3

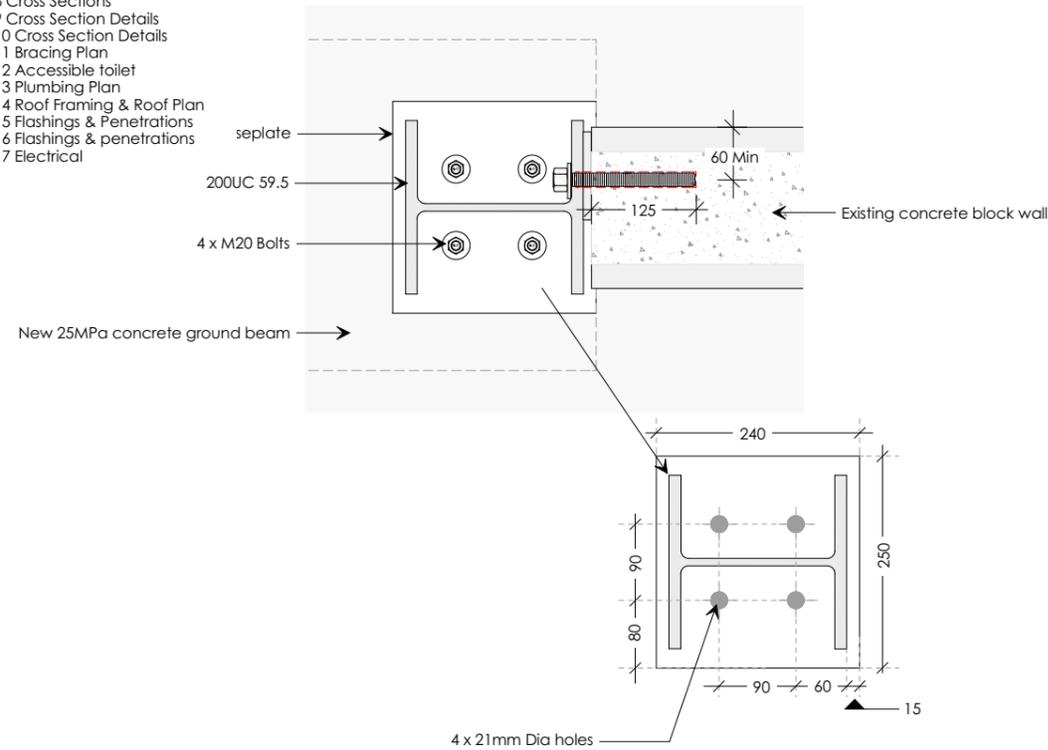
Portal Details
PROJECT: Cromwell Golf Course.

JOB ID: Cromwell Golf Club
DRWN BY: A McGuigan
DATE: 10/10/2025

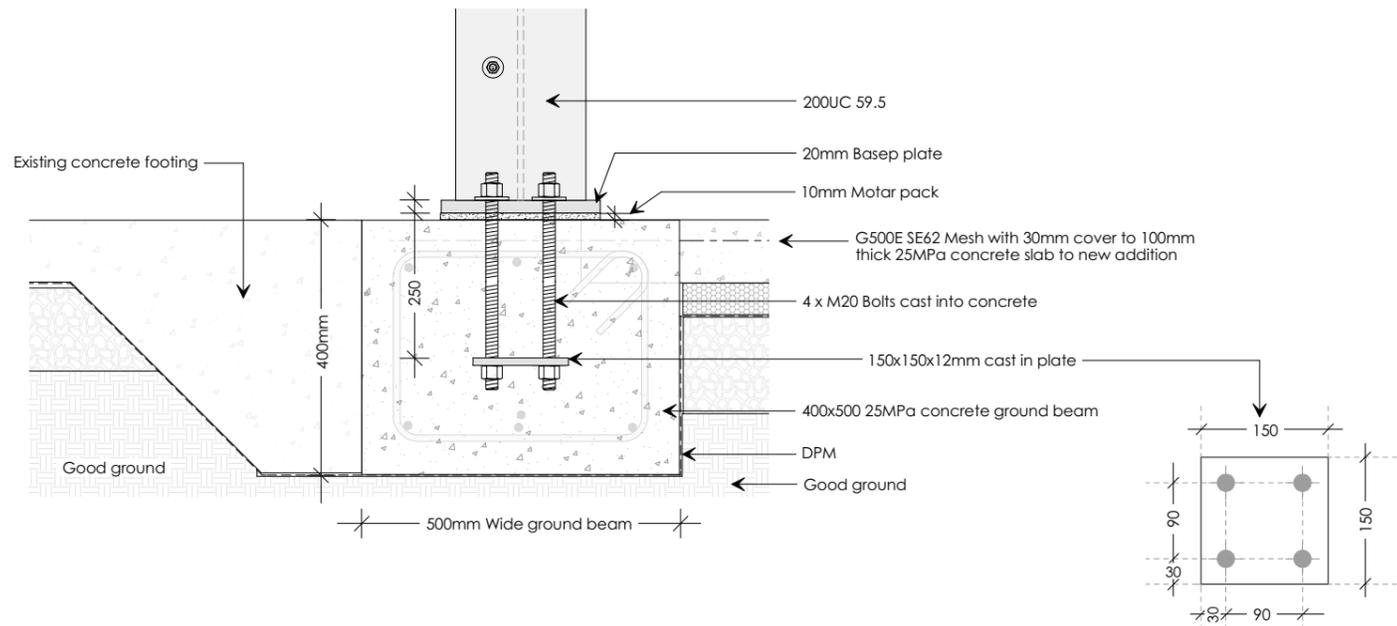
S-5

- 1 Site Plan
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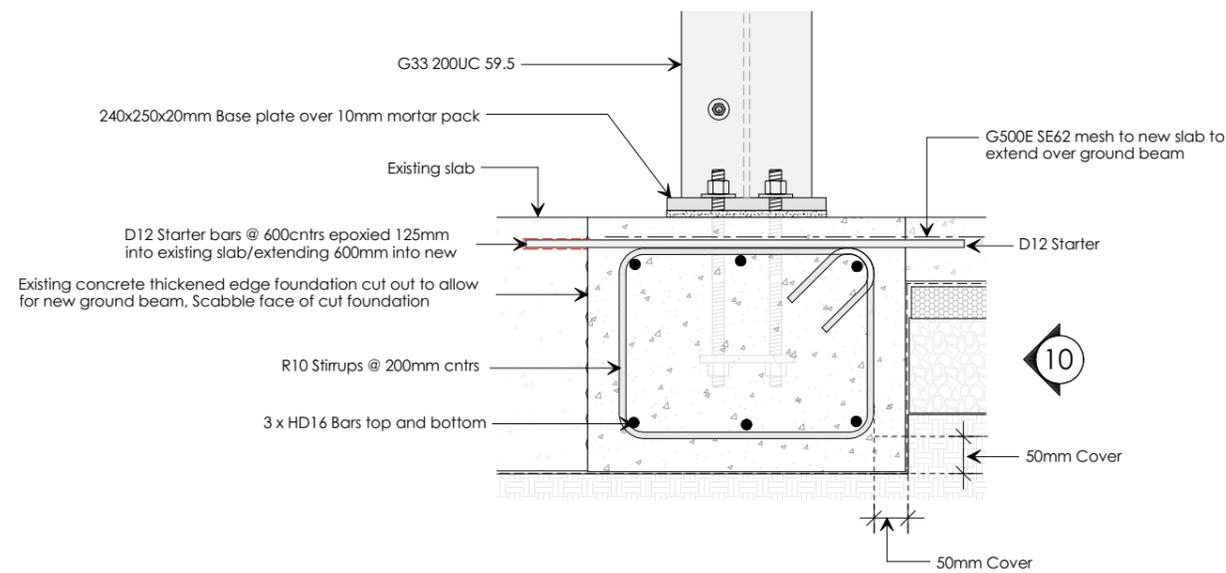
8 Base Plate - Plan View
Scale 1:7.5



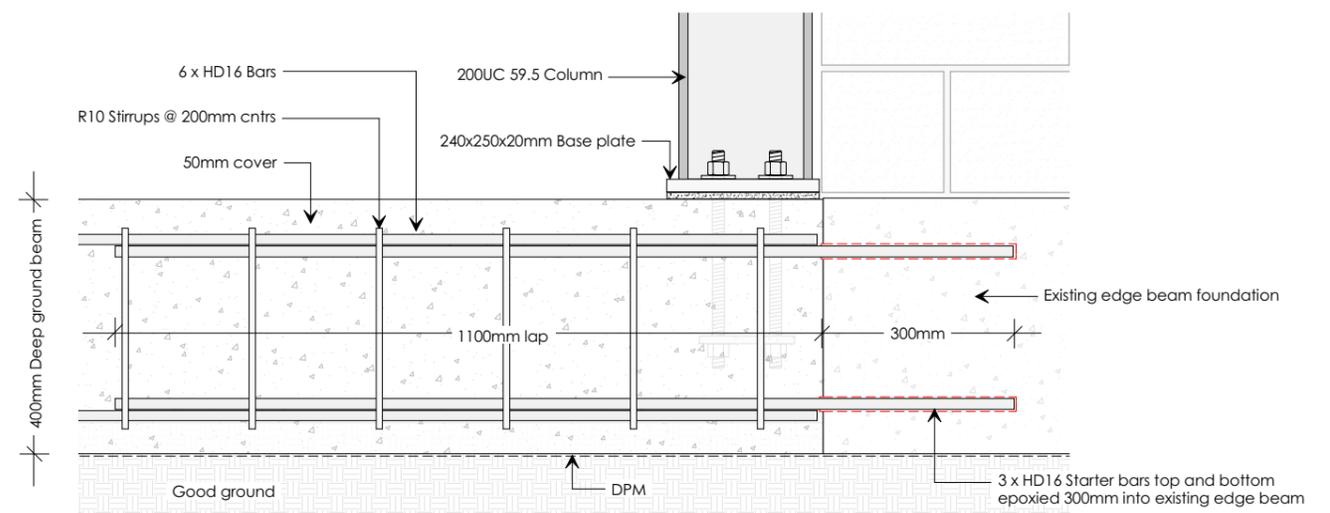
9 Section Through Ground Beam/ Base Plate
Scale 1:10



9 Section Through Ground Beam
Scale 1:10



10 Ground Beam Elevation
Scale 1:10



REVISION TABLE			
NUMBER	DATE	REVISED BY	DESCRIPTION

Designer: A McGuigan
email: alan@xtra.co.nz
PH: 021 999 775 A2

Portal & Portal Foundation Details

PROJECT: Cromwell Golf Course.

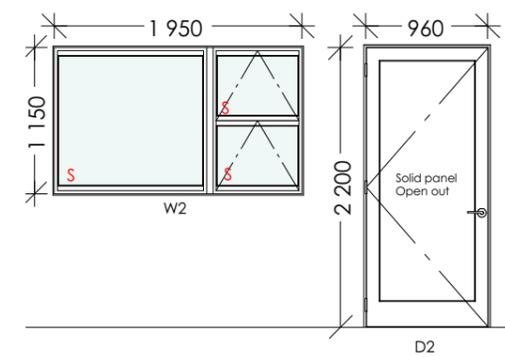
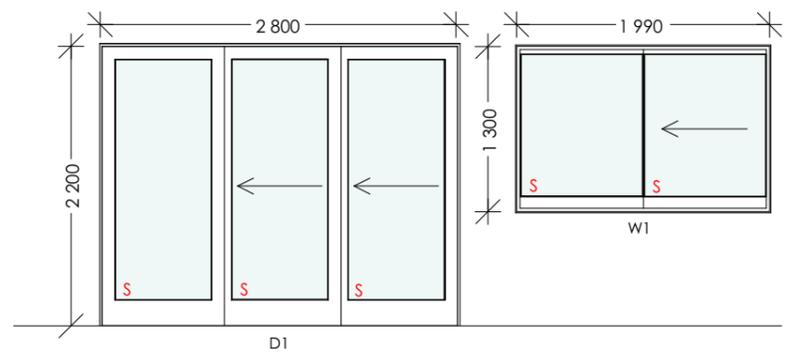
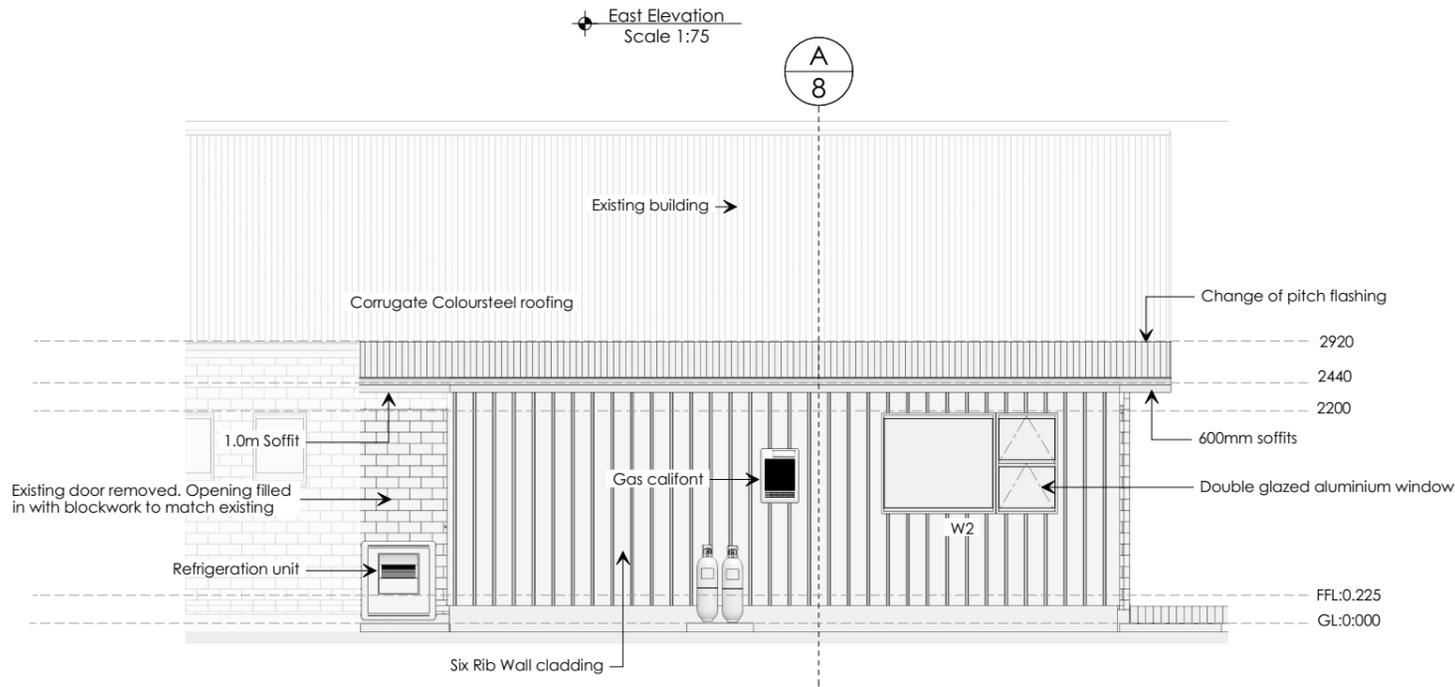
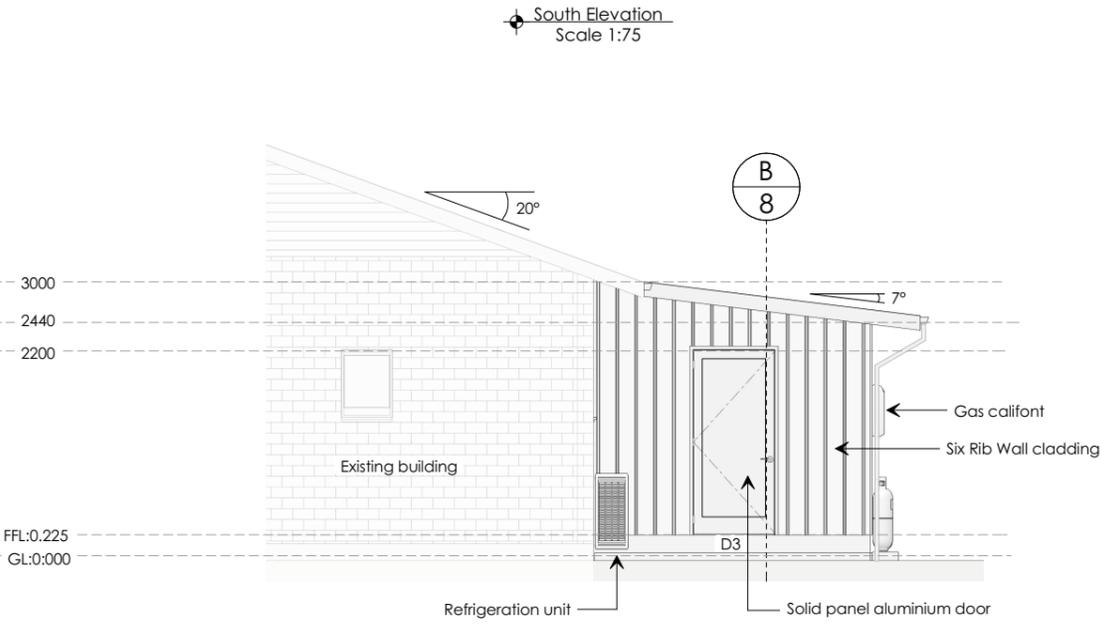
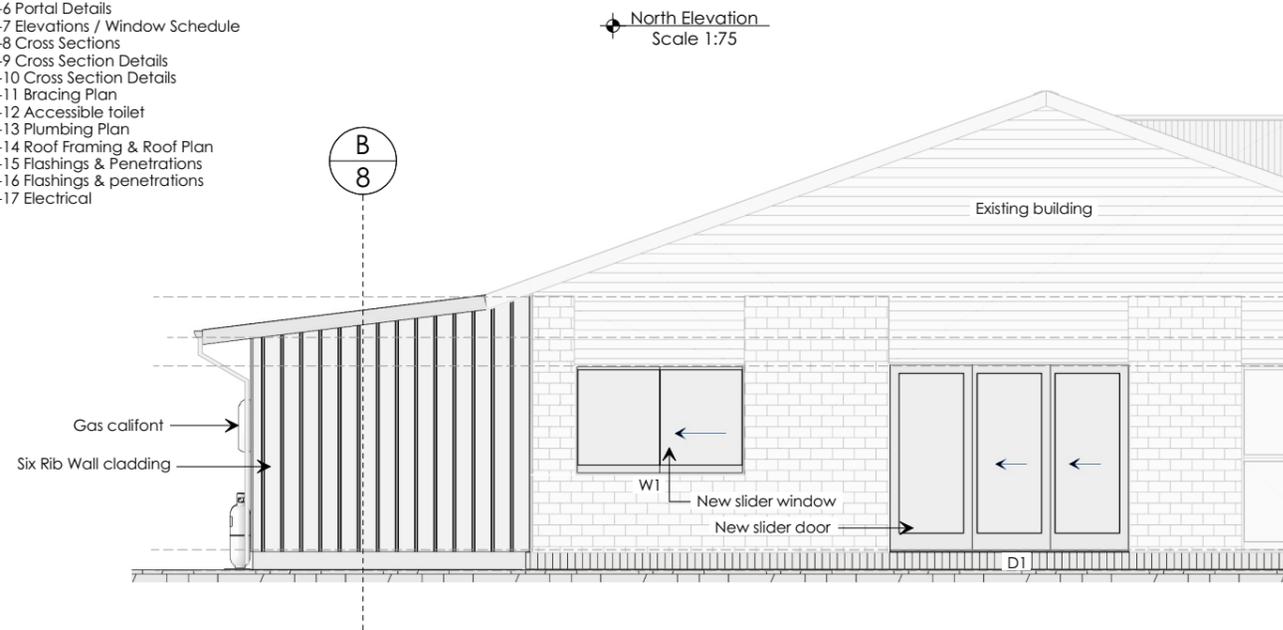
JOB ID: Cromwell Golf Club

DRWN BY: A McGuigan

DATE: 10/10/2025

S-6

- 1 Site Plan
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- All units viewed from outside.
- All measurements daylight opening sizes.
- Powdercoated standard aluminium window joinery
- Clear argon filled Low e2 double glazing (green tin)
- 19mm Pine paint grade reveals to take architraves.
- **S** = Safety glass in compliance with NZS 4223.3 2014
- Contractor must verify all measurements onsite



REVISION TABLE			
NUMBER	DATE	REVISED BY	DESCRIPTION

Designer: A McGuigan
 email: alan@xtra.co.nz
 DR 0010089775 A3

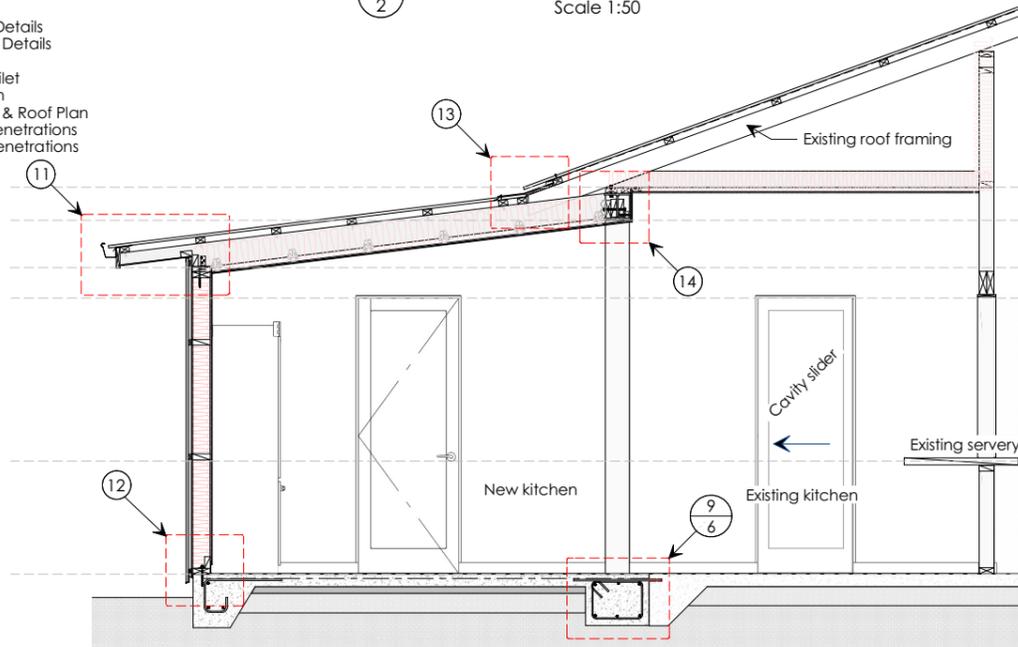
Elevations & window Schedule
 PROJECT: Cromwell Golf Course.

JOB ID: Cromwell Golf Club
 DRWN BY: A McGuigan
 DATE: 10/10/2025

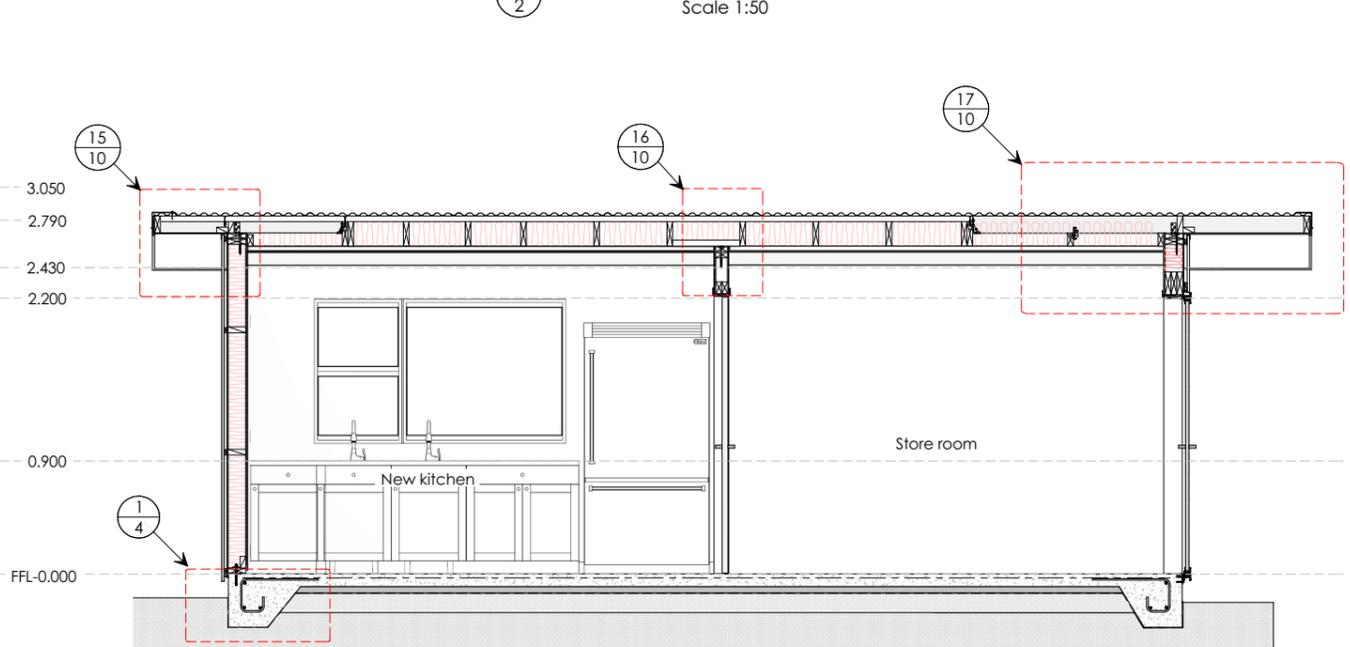
S-7

- 1 Site Plan
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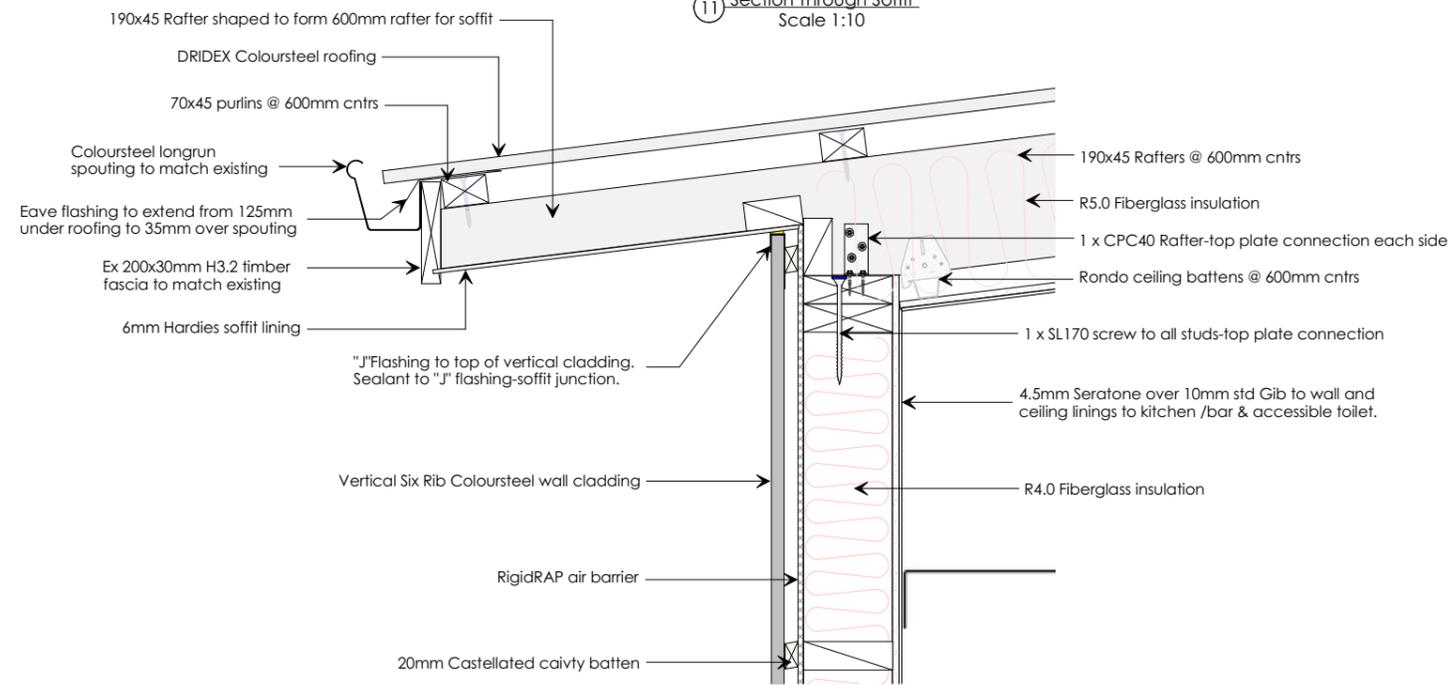
(A) Section Through Existing & Proposed Kitchen
Scale 1:50



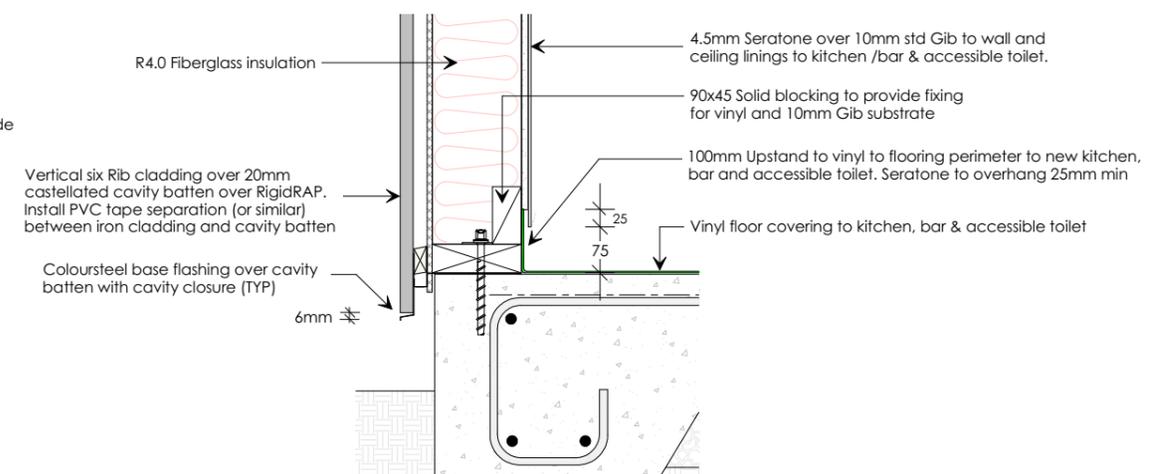
(B) Section Through New Kitchen/Store Room
Scale 1:50



(11) Section Through Soffit
Scale 1:10



(12) Base Of Cladding
Scale 1:10



REVISION TABLE			
NUMBER	DATE	REVISED BY	DESCRIPTION

Designer: A McGuigan
email: alan@xtra.co.nz
DN 001008775 A2

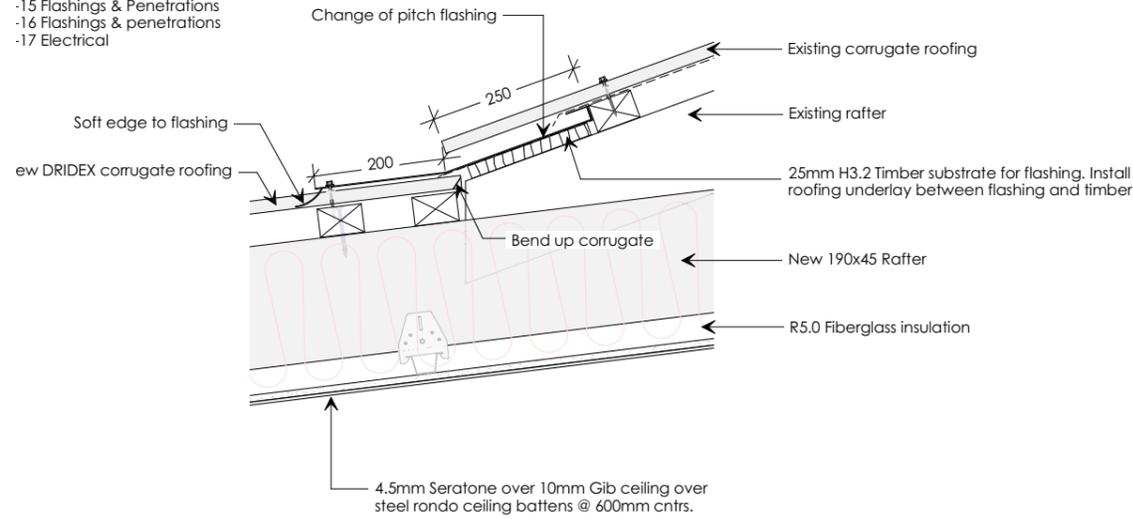
Cross Sections - Details
PROJECT: Cromwell Golf Course.

JOB ID: Cromwell Golf Club
DRWN BY: A McGuigan
DATE: 10/10/2025

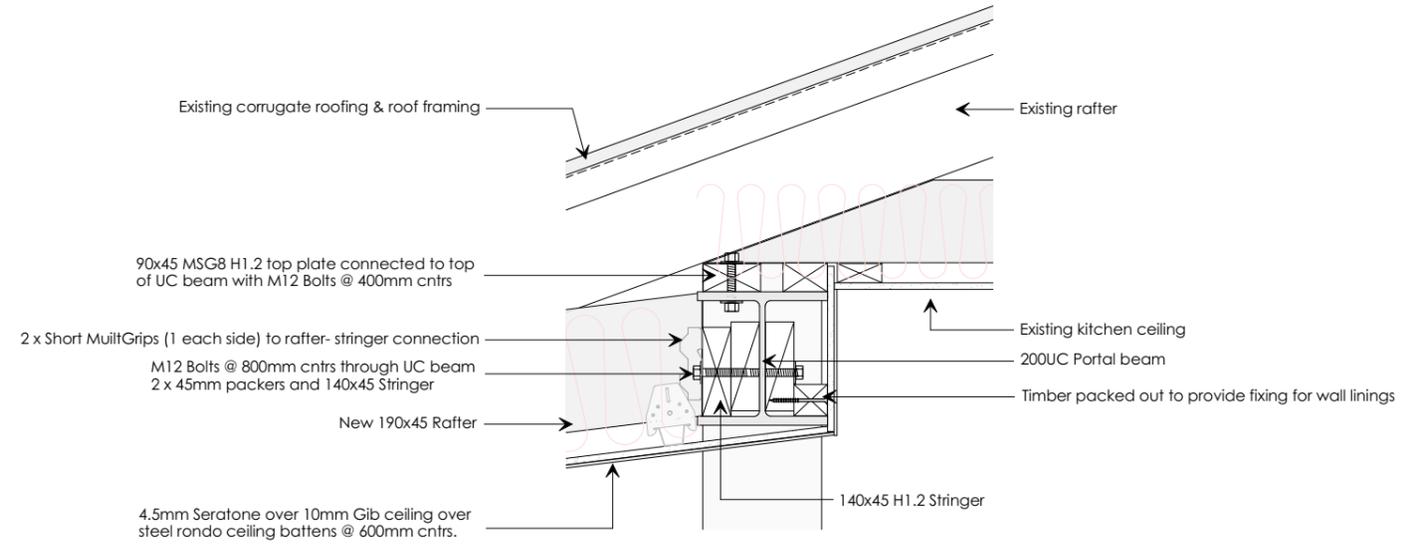
S-8

- 1 Site Plan
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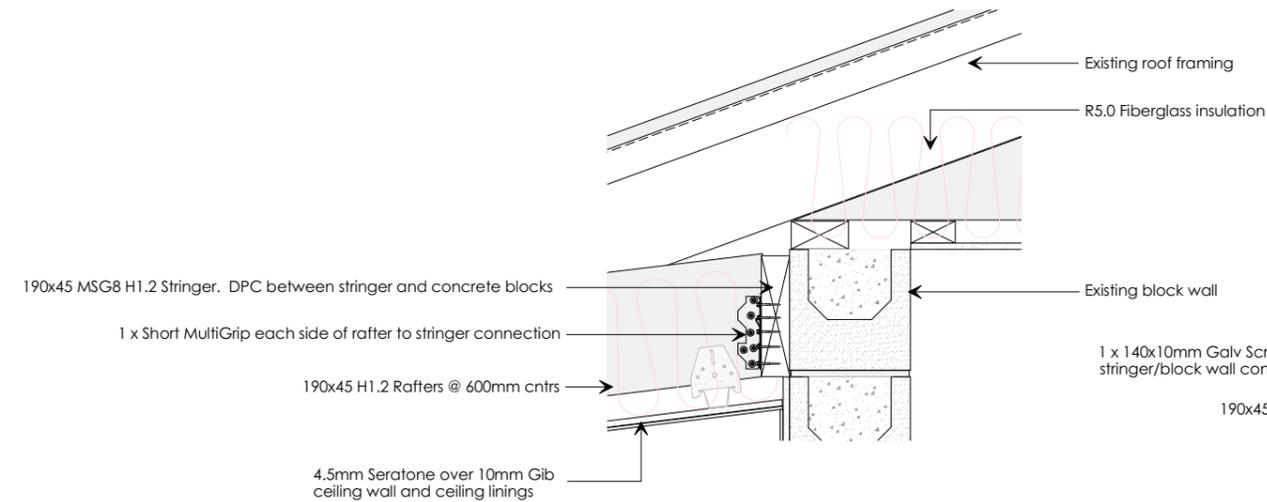
13 Change Of Pitch Detail
Scale 1:10



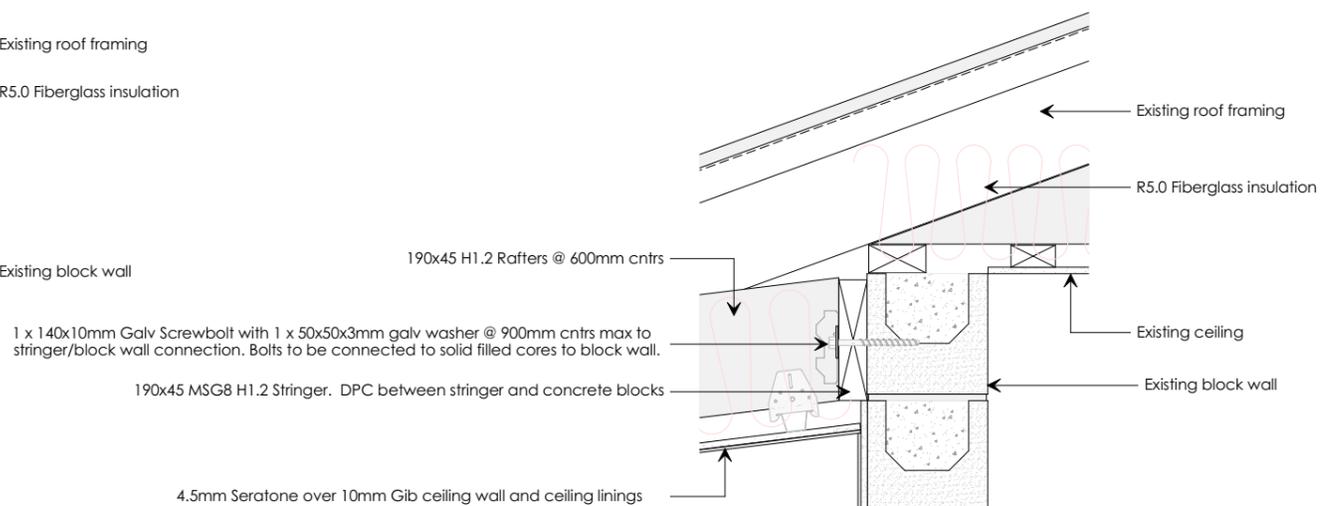
14 Stringer Connection Over Portal
Scale 1:10



14 Rafter/Stringer Connection Over Blocks
Scale 1:10



14 Stringer/Block Wall Connection
Scale 1:10



REVISION TABLE			
NUMBER	DATE	REVISED BY	DESCRIPTION

Designer: A McGuigan

email: alan@xtra.co.nz

DR 0010000775 A2

Cross Section Details

PROJECT: Cromwell Golf Course.

JOB ID: Cromwell Golf Club

DRWN BY: A McGuigan

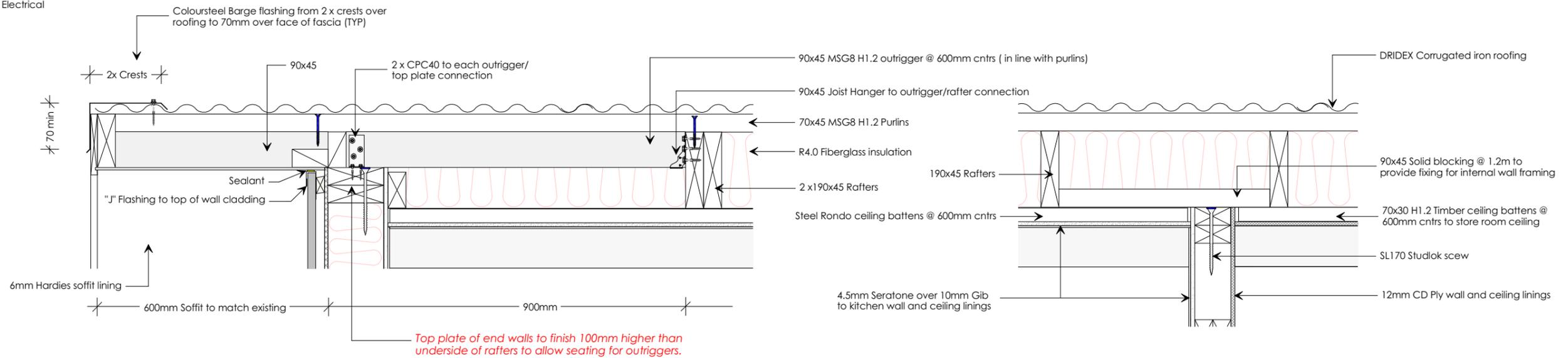
DATE: 10/10/2025

S-9

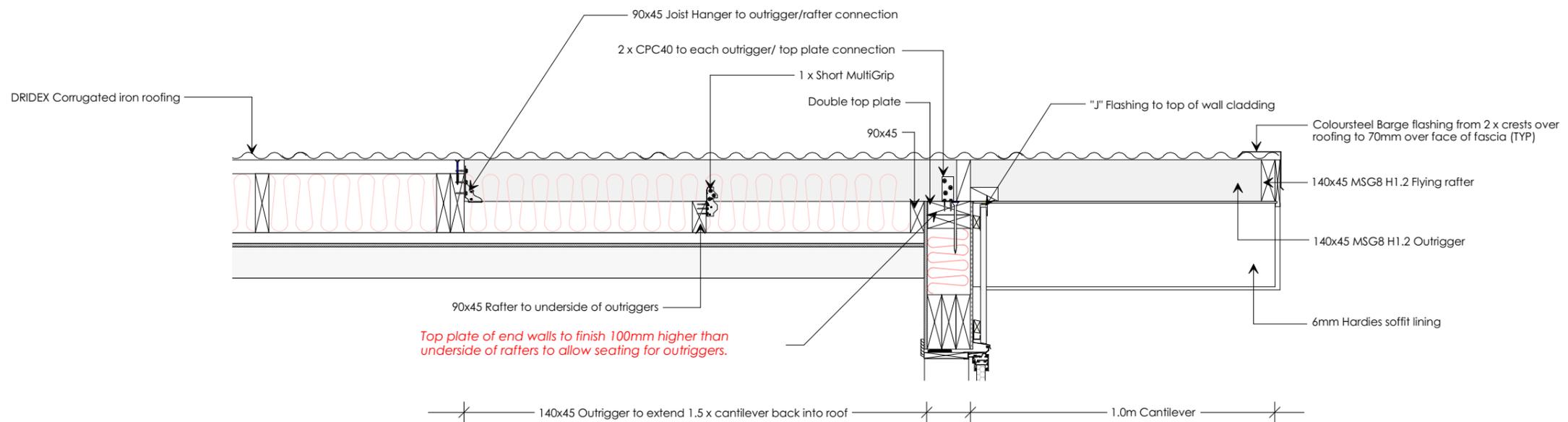
- 1 Site Plan
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15 600mm Cantilevered Outrigger
Scale 1:10

16 Stringer Connection Over Portal
Scale 1:10



17 1.0m Cantilevered Outrigger
Scale 1:15



REVISION TABLE			
NUMBER	DATE	REVISED BY	DESCRIPTION

Designer: A McGuigan
email: alan@xtra.co.nz
DN 0219289775 A2

Cross Section Details

PROJECT: Cromwell Golf Course.

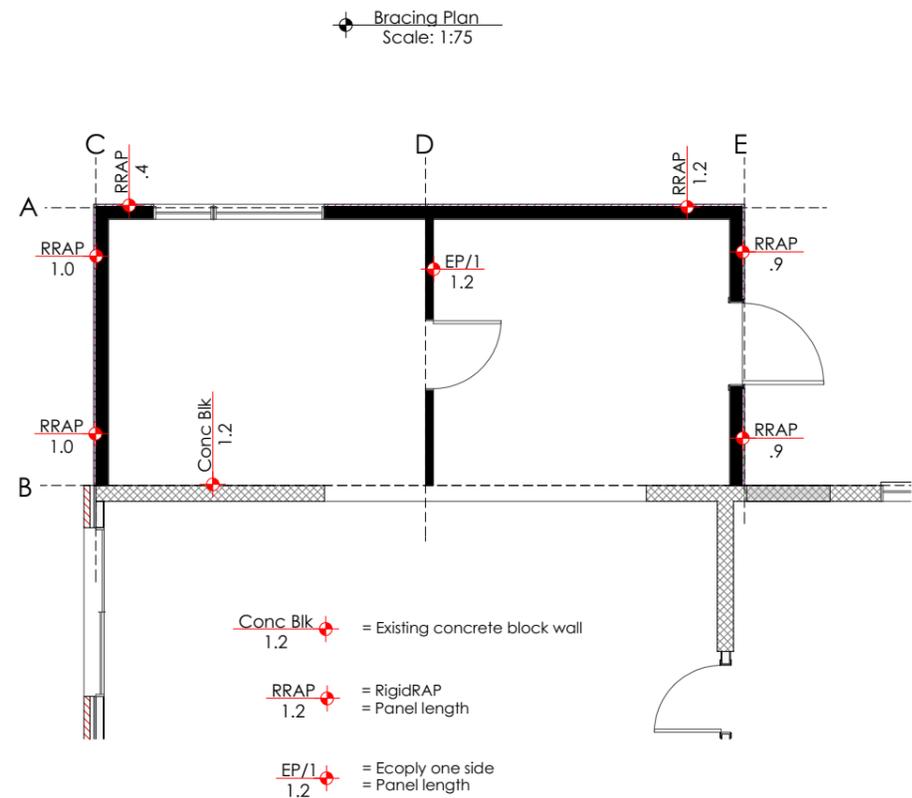
JOB ID: Cromwell Golf Club

DRWN BY: A McGuigan

DATE: 10/10/2025

S-10

- 1 Site Plan
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Single Level Along Resistance Sheet

Job Name: Cromwell Golf Club

		Wind	EQ								
		Demand									
		125	90								
		Achieved									
		335 268%	310 344%								
Line	Element	Length (m)	Angle (degrees)	Stud Ht. (m)	Type	Supplier	Wind BUs	EQ BUs			
A	1	1.20		2.4	RRap1.2	RRap	157	128			
	2	0.40		2.4	RRap.4	RRap	28	32			
										185 OK	160 OK
B	1	1.20		2.4	Conc Blk	Conc Block	150	150			
											150 OK

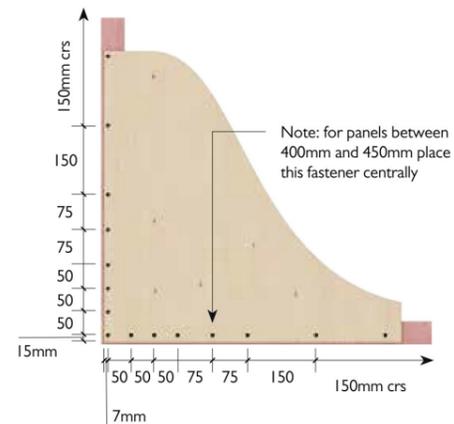
Single Level Across Resistance Sheet

Job Name: Cromwell Golf Club

		Wind	EQ								
		Demand									
		261	90								
		Achieved									
		433 166%	470 522%								
Line	Element	Length (m)	Angle (degrees)	Stud Ht. (m)	Type	Supplier	Wind BUs	EQ BUs			
C	1	1.00		2.4	RRap.6	RRap	76	81			
	2	1.00		2.4	RRap.6	RRap	76	81			
										152 OK	162 OK
D	1	1.20		2.4	EP1/EPB1-1Ez	Ecopyly & EP Barrier	144	162			
											144 OK
E	1	0.90		2.4	RRap.6	RRap	68	73			
	2	0.90		2.4	RRap.6	RRap	68	73			
										137 OK	146 OK



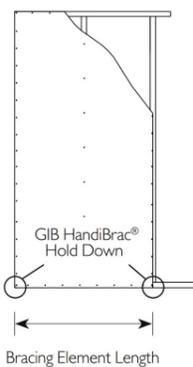
Corner Fastener Spacing for Ecopyly Bracing Panels



- General fixing pattern: Apart from corners of bracing elements, spacings shall be at maximum 150mm centres, and within the panel at no more than 300mm centres.
- Do not overdrive nails in bracing applications.



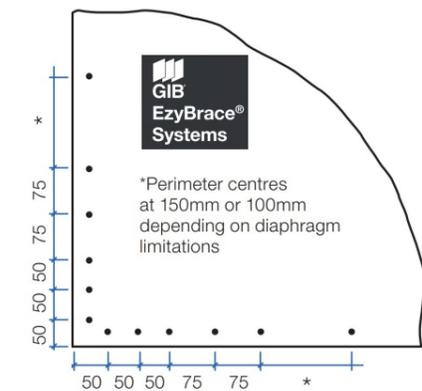
Hold Down Bracket Requirements



Concrete floor	
External walls	Internal walls
<p>GEB009</p> <p>Position GIB HandiBrac® as close as practicable to the internal edge of the bottom plate.</p>	<p>GEB010</p> <p>Position GIB HandiBrac® at the stud/plate junction and at mid-width of plate.</p>

GIB EzyBrace® Systems specification BL1-H

Specification code	Minimum length (m)	Lining requirement	Other requirements
BL1-H	0.4	10mm or 13mm GIB Braceline® to one side only	Hold downs



Unless stated all fastener spacings are maximums.



REVISION TABLE			
NUMBER	DATE	REVISED BY	DESCRIPTION

Designer: A McGuigan
email: alan@xtra.co.nz
PK 0010000775 A3

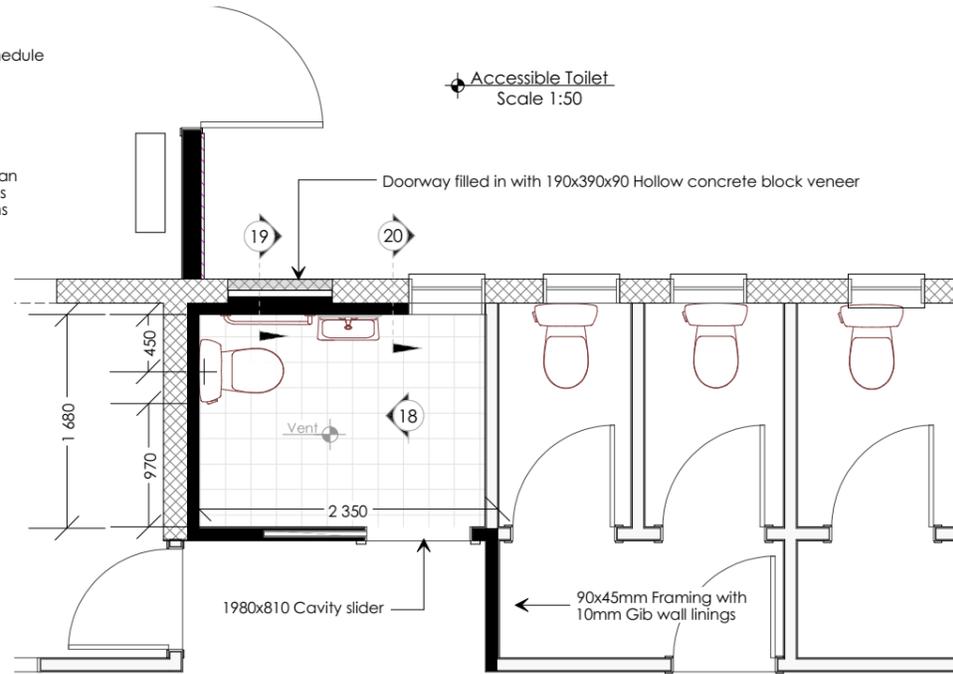
Bracing Plan

PROJECT: Cromwell Golf Course.

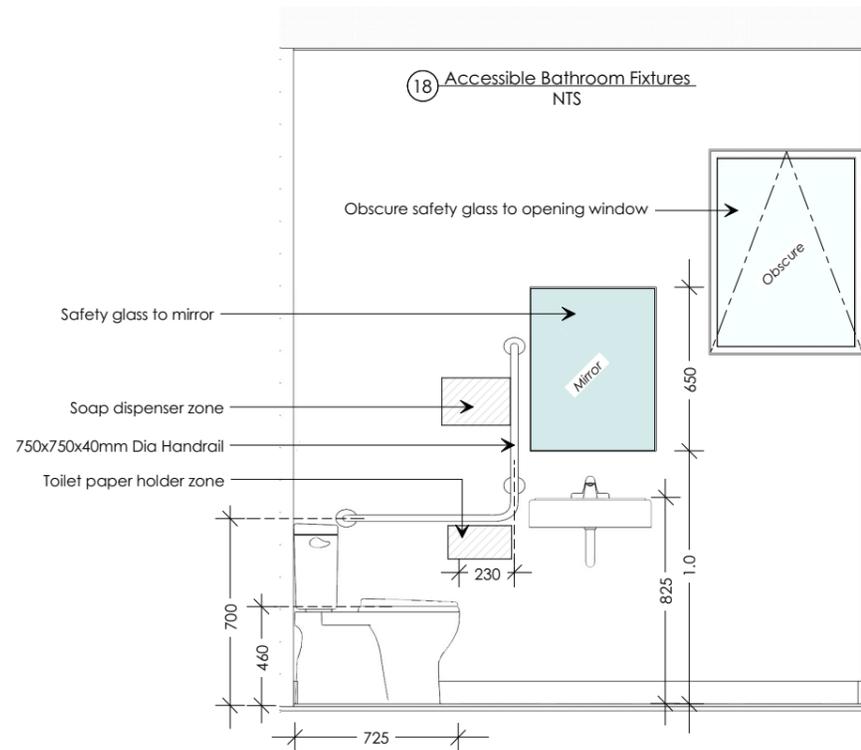
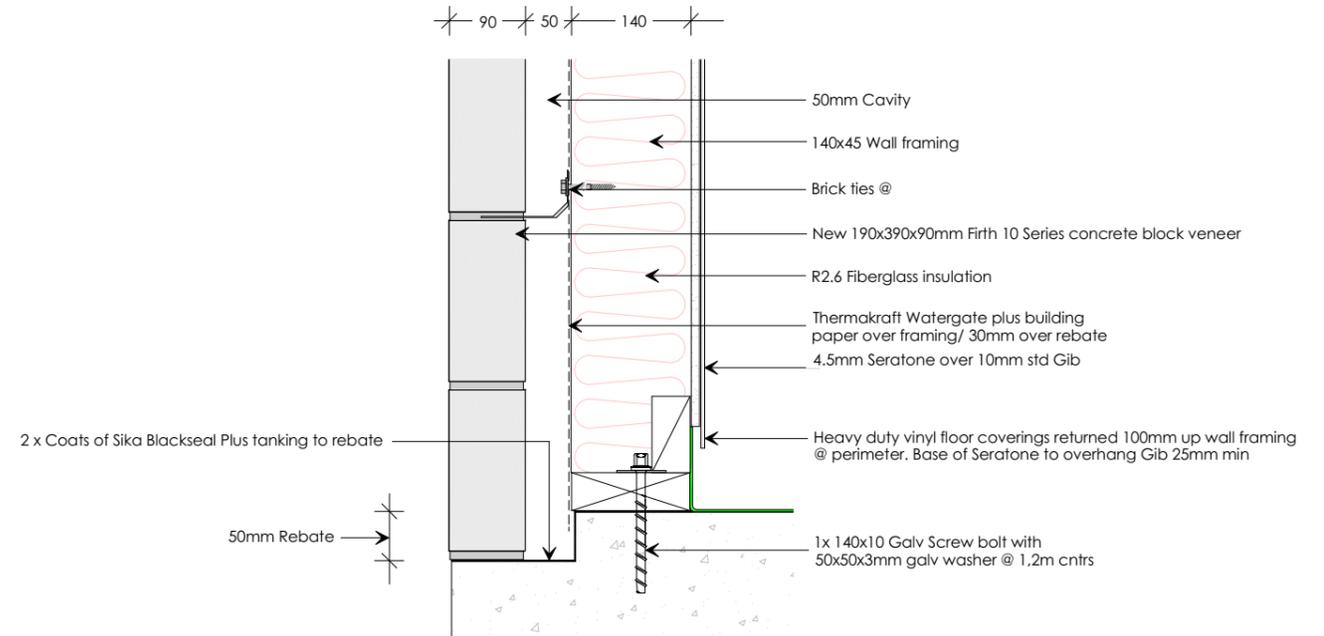
JOB ID: Cromwell Golf Club
DRWN BY: A McGuigan
DATE: 10/10/2025

S-11

- 1 Site Plan
- 2 Existing & Proposed
- 3 Floor Plan
- 4 Sub Floor Plan
- 5 Portal Details
- 6 Portal Details
- 7 Elevations / Window Schedule
- 8 Cross Sections
- 9 Cross Section Details
- 10 Cross Section Details
- 11 Bracing Plan
- 12 Accessible toilet
- 13 Plumbing Plan
- 14 Roof Framing & Roof Plan
- 15 Flashings & Penetrations
- 16 Flashings & penetrations
- 17 Electrical



19 Through Accessible Toilet Wall
Scale 1:7.5

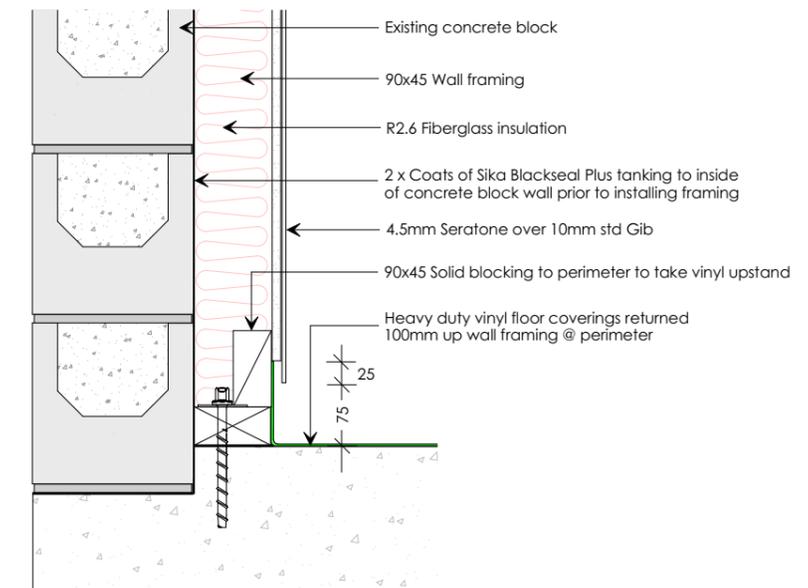


Accessible Toilet

- 90x45 MSG8 H1.2 Framing (140x45 to filled in doorway).
- 2.7m Stud/ 400mm cntrs./dwangs @ 900mm cntrs
- DPC between all timber and concrete.
- All bathroom fixtures as per elevation 18
- Sheet vinyl floor coverings with 100mm upstand.
- Sealant to all fixture to wall junctions.
- 4.5mm Seratone over 10mm Gib to waal and ceiling linings.
- Mechanical extractor fan to exterior via soffit.
- 810 Cavity slider door (min clear opening 760mm)

Vent = 150mm Mechanical vent ducted to exterior via soffit (50L/s for cooktops/ 25 L/s bathrooms / laundry) and in compliance with G4/AS1 Clause 1.0

20 Through Accessible Toilet Wall
Scale 1:7.5



REVISION TABLE			
NUMBER	DATE	REVISED BY	DESCRIPTION

Designer: A McGuigan

email: alan@xtra.co.nz

DR 0010000775 A3

Accessible Toilet

PROJECT: Cromwell Golf Course.

JOB ID: Cromwell Golf Club

DRWN BY: A McGuigan

DATE: 10/10/2025

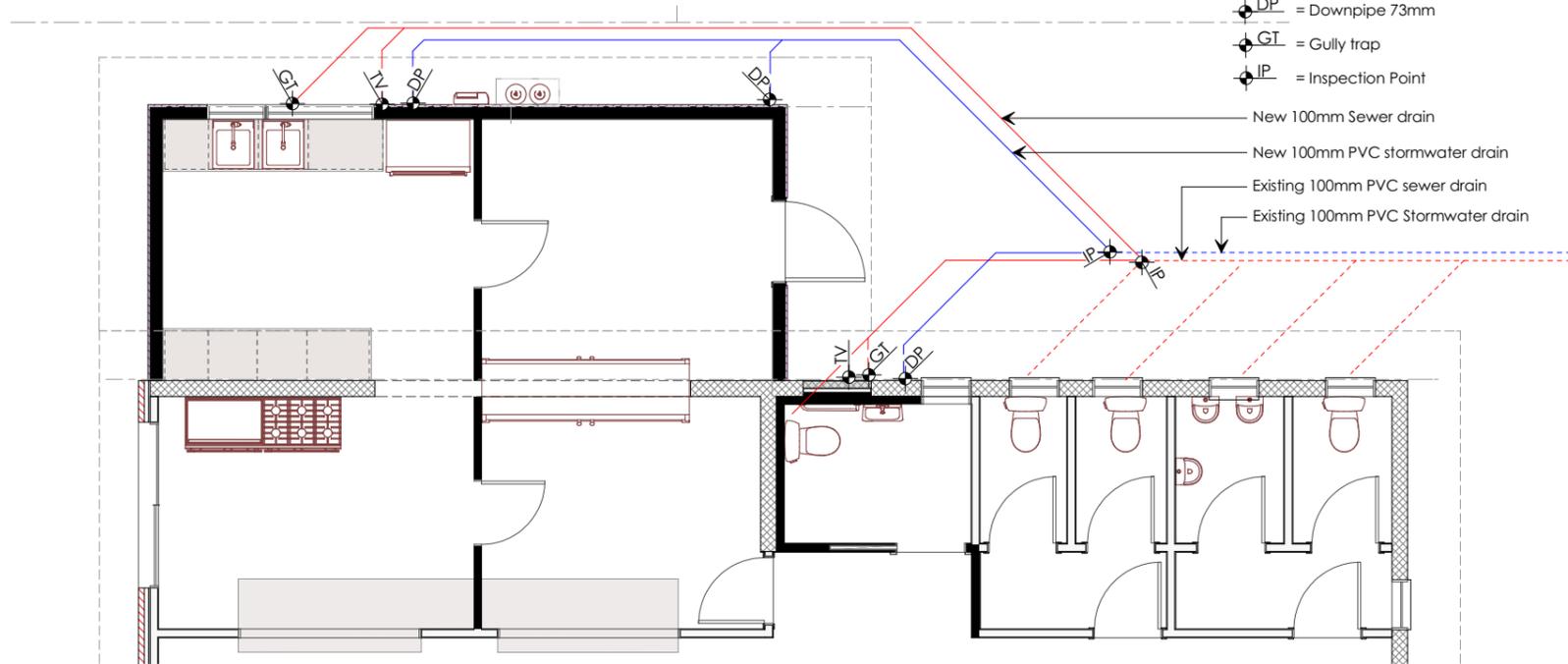
S-12

- 1 Site Plan
- 2 Existing & Proposed
- 3 Floor Plan
- 4 Sub Floor Plan
- 5 Portal Details
- 6 Portal Details
- 7 Elevations / Window Schedule
- 8 Cross Sections
- 9 Cross Section Details
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- 16 Flashings & penetrations
- 17 Electrical

Plumbing Plan
Scale 1:75

- - - - - = Existing 100mm PVC Sewer
- - - - - = Existing 100mm PVC Stormwater
- = New 100mm PVC Sewer drain (1:60 fall)
- = 100mm PVC Stormwater drain (1:100 fall)

- TV = 80mm Terminal vent
- DP = Downpipe 73mm
- GT = Gully trap
- IP = Inspection Point



All work will be carried out in a workman like manner and in accordance with the manufactures specifications, producer statements where required, NZ Building Code and standards including G11, G12 & G13

Drainage:

To be as per drainage plan
100mm UPVC foul water drains to be run at 1:60 min gradient fall and to connect to existing sewer drain. Drains to be no less than 500mm below finished ground level. If drains are likely to be subject to heavy vehicular traffic or where less than 500mm below finished ground level they are to have 100mm of reinforced concrete over full width of trench. All joints to be primed before jointing with solvent cement. All drainage to be backfilled with granular fill and compacted. Full water test to be done on completion. Stormwater drains and fittings to done in 100mm UPVC pipe. New stormwater drain connected to existing stormwater drain.

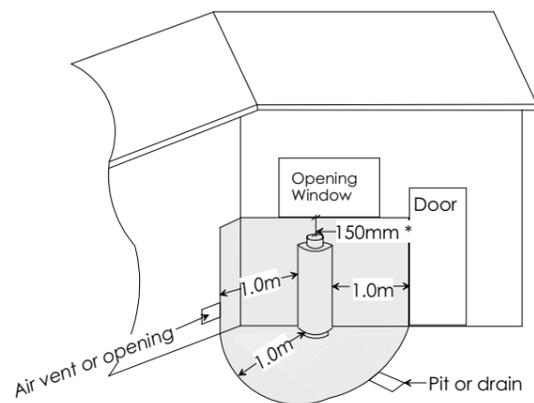
Plumbing:

All hot and cold plumbing to be 20mm polybutylene mains installed in compliance with AS/NZS 2642 Parts 2 & 3. Pipework run across ceiling cavity and to have 15mm branches dropping down wall cavities to fixtures. All pipework in external walls and ceiling cavities to be insulated with climaflex lagging and all hot water pipework to be insulated as required by H1 of NZBC. Pipes to be seismically restrained. New pipework to be tested at 1500pa (G12/AS1, NZBC) for 30 minutes before insulation is applied. Plumber to run new 40mm UPVC waste pipe from new hand basin in accessible toilet through wall framing and out through block veneer to new gully trap with maximum possible gradient possible (no less than 1:40). Chase cut into existing concrete slab for new 100mm PVC waste from new accessible toilet. Do not cut reinforcing bars in perimeter foundation. No PVC drains to be in contact with concrete.

Rinnai Infinity A24 Gas hot water system to hot water supply. Chain restraints to gas bottles. Bottles installed over concrete pad.

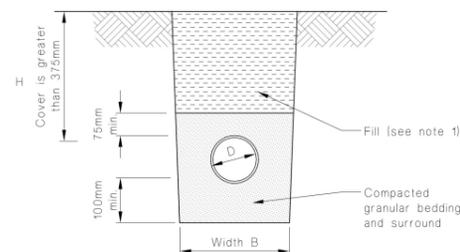
Water supply in from existing town supply

Exchange Cylinder Location

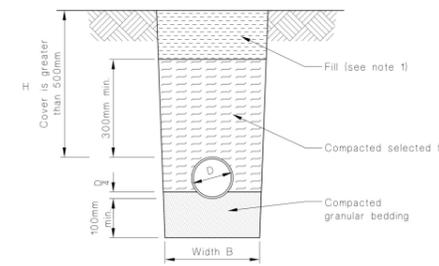


* This distance is from the top of any valve

Trenching Requirements

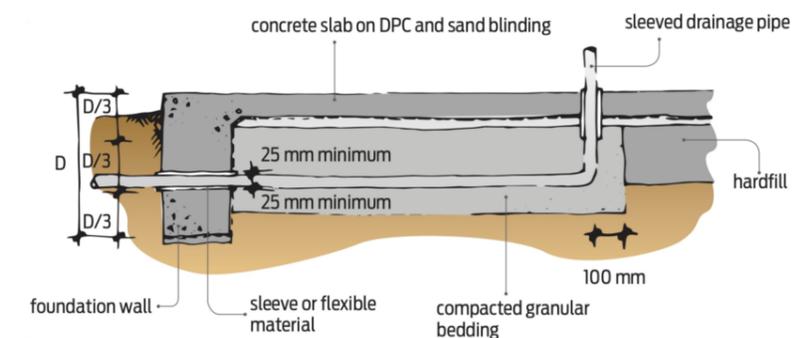


(b) Bedding type 'D' of NZS 7643
Cover greater than 375mm



(a) Bedding type 'B' of NZS 7643
Cover greater than 500mm

Pipework Through Concrete



REVISION TABLE			
NUMBER	DATE	REVISED BY	DESCRIPTION

Designer: A McGuigan

email: alan@xtra.co.nz

DN 0010000775 A3

Plumbing Plan

PROJECT: Cromwell Golf Course.

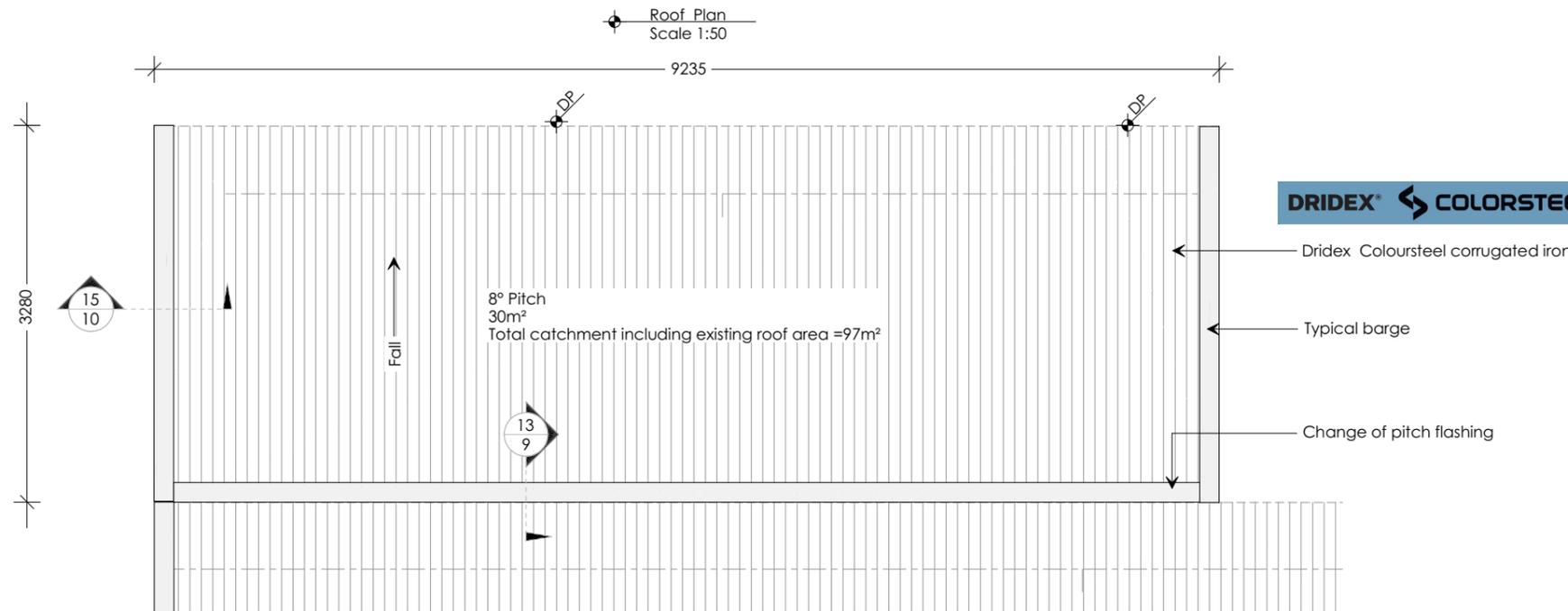
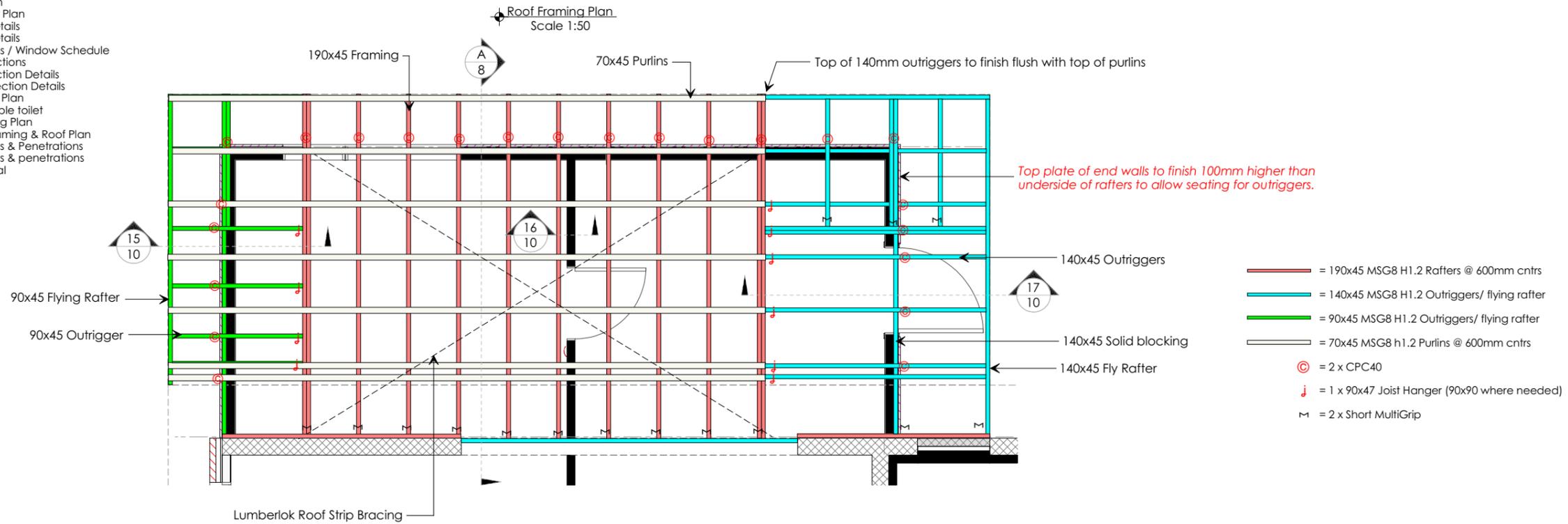
JOB ID: Cromwell Golf Club

DRWN BY: A McGuigan

DATE: 10/10/2025

S-13

- 1 Site Plan
- 2 Existing & Proposed
- 3 Floor Plan
- 4 Sub Floor Plan
- 5 Portal Details
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Dektite Premium
The versatile solution

CODE	CODE	CODE	BASE (MM)	PFE (MM)	ROOF PITCH
DEK100M	DEK100G	RED SILICONE	71 x 71	0-20	Up to 80°
DEK110M	DEK110G	RED SILICONE	100 x 100	0-35	See foot note
DEK120M	DEK120G	RED SILICONE	150 x 150	0-35	See foot note
DEK130M	DEK130G	RED SILICONE	139 x 139	5-55	
DEK140M	DEK140G	RED SILICONE	139 x 139	5-55	
DEK150M	DEK150G	RED SILICONE	181 x 181	50-70	
DEK160M	DEK160G	RED SILICONE	210 x 210	5-127	
DEK170M	DEK170G	RED SILICONE	270 x 270	75-175	Up to 80°
DEK180M	DEK180G	RED SILICONE	309 x 309	100-200	See foot note
DEK190M	DEK190G	RED SILICONE	363 x 363	125-230	
DEK200M	DEK200G	RED SILICONE	456 x 456	150-300	
DEK210M	DEK210G	RED SILICONE	495 x 495	175-325	
DEK220M	DEK220G	RED SILICONE	680 x 680	230-500	

Figure 53: Flashing for small pipes
Paragraphs 4.2.10, 4.2.11, 4.2.12, 4.2.13, 4.2.14, 4.2.15, 4.2.16, 4.2.17, 4.2.18, 4.2.19, 4.2.20, 4.2.21, 4.2.22, 4.2.23, 4.2.24, 4.2.25, 4.2.26, 4.2.27, 4.2.28, 4.2.29, 4.2.30, 4.2.31, 4.2.32, 4.2.33, 4.2.34, 4.2.35, 4.2.36, 4.2.37, 4.2.38, 4.2.39, 4.2.40, 4.2.41, 4.2.42, 4.2.43, 4.2.44, 4.2.45, 4.2.46, 4.2.47, 4.2.48, 4.2.49, 4.2.50, 4.2.51, 4.2.52, 4.2.53, 4.2.54, 4.2.55, 4.2.56, 4.2.57, 4.2.58, 4.2.59, 4.2.60, 4.2.61, 4.2.62, 4.2.63, 4.2.64, 4.2.65, 4.2.66, 4.2.67, 4.2.68, 4.2.69, 4.2.70, 4.2.71, 4.2.72, 4.2.73, 4.2.74, 4.2.75, 4.2.76, 4.2.77, 4.2.78, 4.2.79, 4.2.80, 4.2.81, 4.2.82, 4.2.83, 4.2.84, 4.2.85, 4.2.86, 4.2.87, 4.2.88, 4.2.89, 4.2.90, 4.2.91, 4.2.92, 4.2.93, 4.2.94, 4.2.95, 4.2.96, 4.2.97, 4.2.98, 4.2.99, 4.2.100

Can a Dektite flash a square pipe? YES!

NOTE: (1) Max. roof pitch for this flashing 45°, minimum pitch 10° if base of flange covers one or more complete troughs. (2) For pipes up to 85 mm diameter.

Table 5: Downpipe Sizes for Given Roof Pitch and Area
Paragraph 4.2.1

Downpipe size (mm) (minimum internal sizes)	Roof pitch			
	0-25°	25-35°	35-45°	45-55°
	Plan area of roof served by the downpipe (m²)			
63 mm diameter	60	50	40	35
74 mm diameter	85	70	60	50
100 mm diameter	155	130	110	90
150 mm diameter	350	290	250	200
65 x 50 rectangular	60	50	40	35
100 x 50 rectangular	100	80	70	60
75 x 75 rectangular	110	90	80	65
100 x 75 rectangular	150	120	105	90



REVISION TABLE			
NUMBER	DATE	REVISED BY	DESCRIPTION

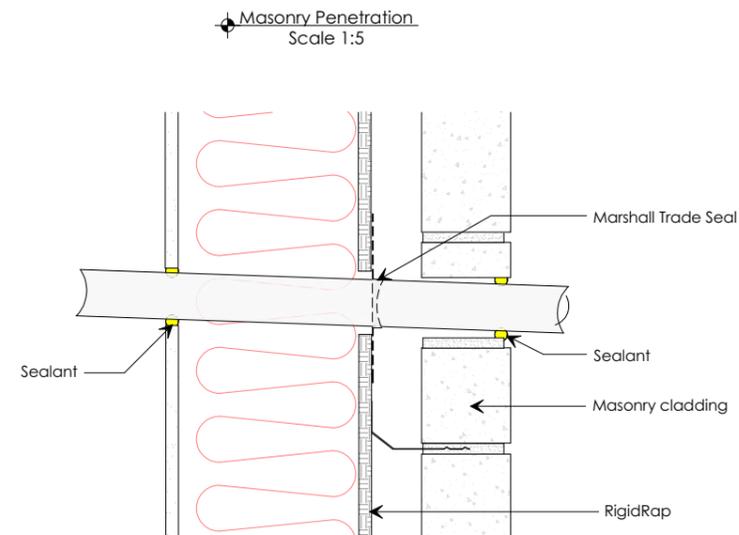
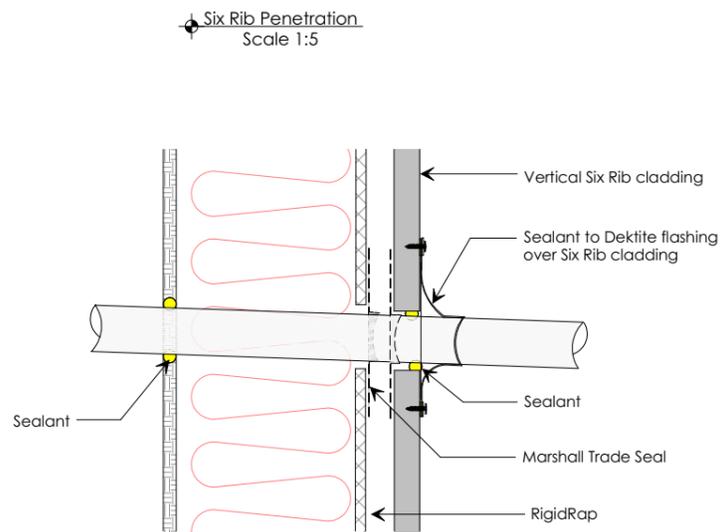
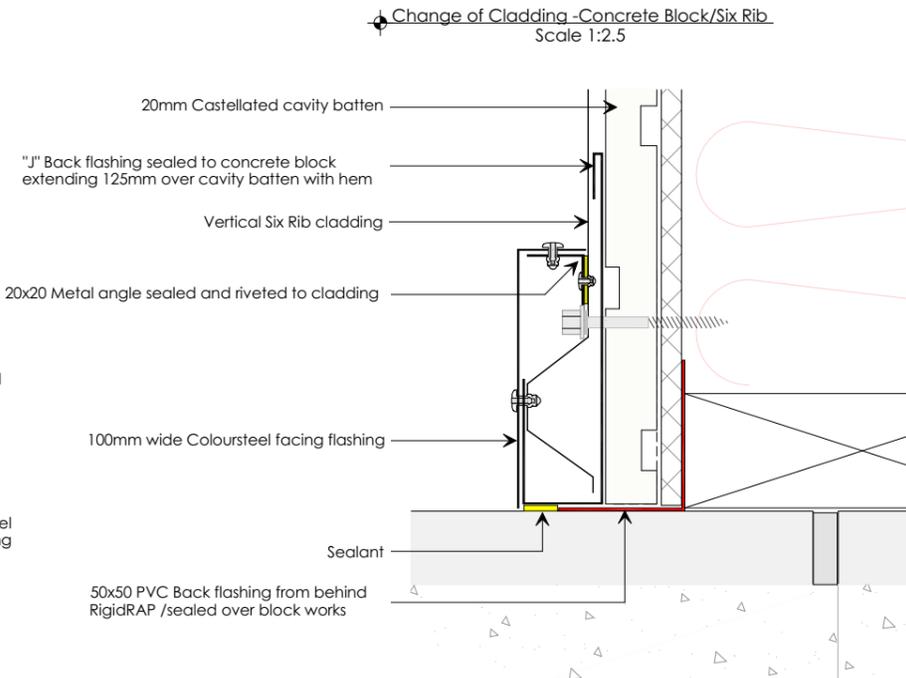
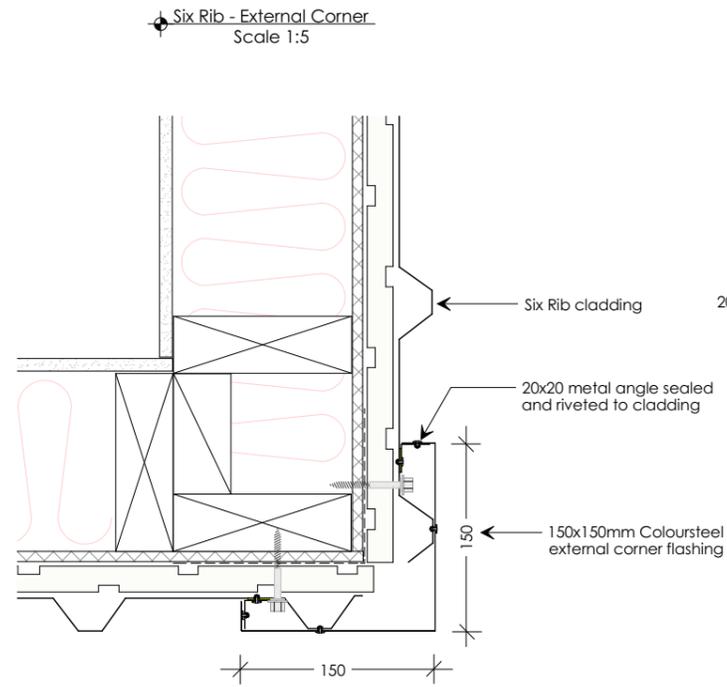
Designer: A McGuigan
email: alan@xtra.co.nz
DN 0212289775 A 2

Roof Framing/ Roof Plan
PROJECT: Cromwell Golf Course.

JOB ID: Cromwell Golf Club
DRWN BY: A McGuigan
DATE: 10/10/2025

S-14

- 1 Site Plan
- 2 Existing & Proposed
- 3 Floor Plan
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- 5 Portal Details
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- 15 Flashings & Penetrations
- 16 Flashings & penetrations
- 17 Electrical



REVISION TABLE			
NUMBER	DATE	REVISED BY	DESCRIPTION

Designer: A McGuigan
email: alan@xtra.co.nz
DN 021999775 A2

Flashings & Penetrations

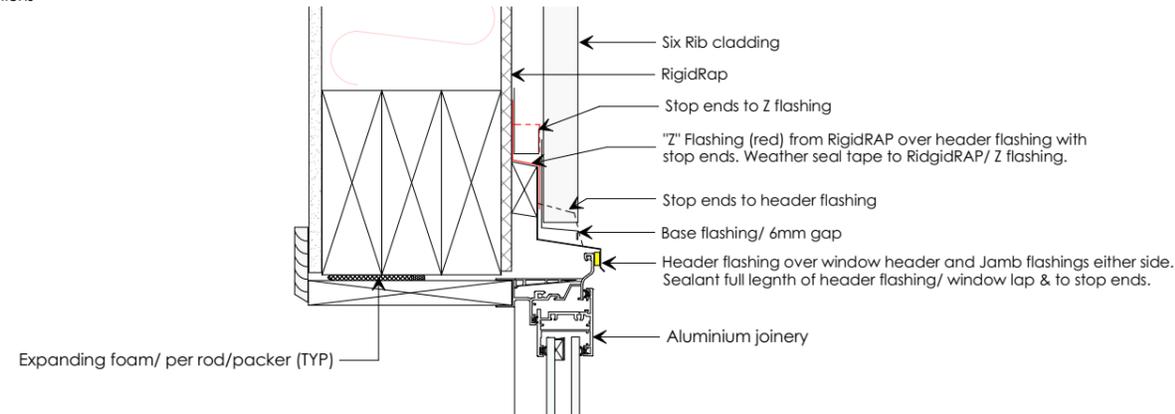
PROJECT: Cromwell Golf Course.

JOB ID: Cromwell Golf Club
DRWN BY: A McGuigan
DATE: 10/10/2025

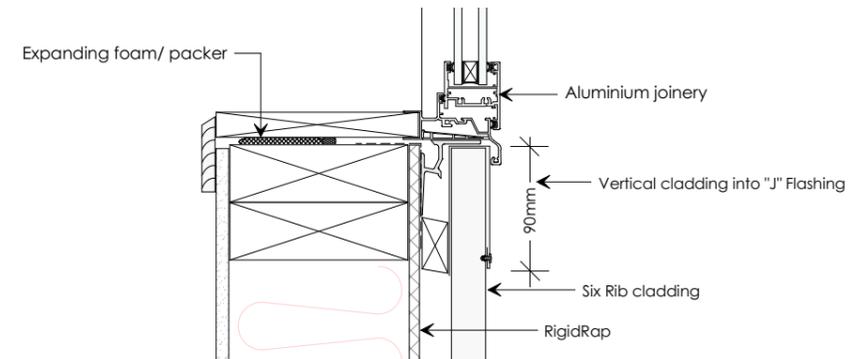
S-15

- 1 Site Plan
- 2 Existing & Proposed
- 3 Floor Plan
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- 5 Portal Details
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- 7 Elevations / Window Schedule
- 8 Cross Sections
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- 10 Cross Section Details
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- 14 Roof Framing & Roof Plan
- 15 Flashings & Penetrations
- 16 Flashings & penetrations
- 17 Electrical

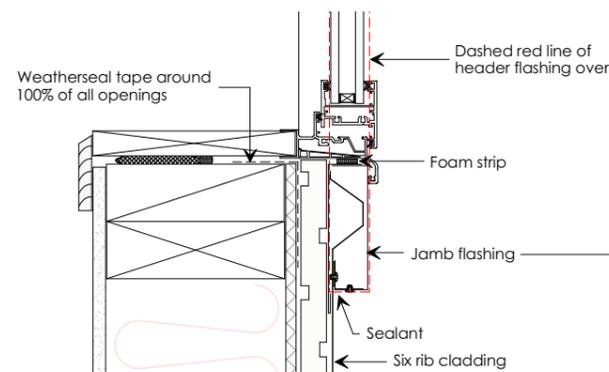
Window Header / Six Rib
Scale 1:5



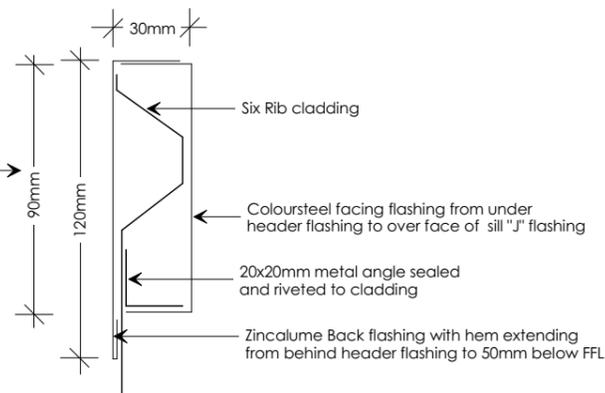
Window Sill / Six Rib
Scale 1:5



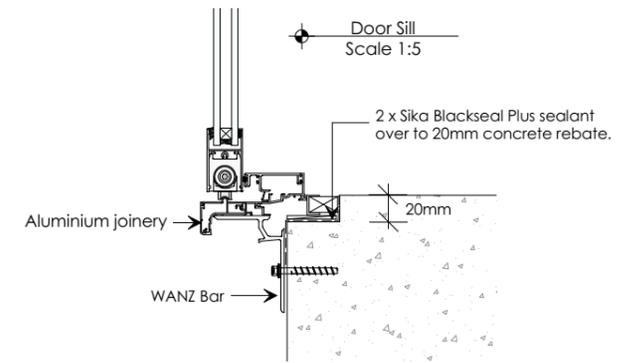
Window Jamb / Six Rib
Scale 1:5



Window Jamb Flashing
Scale 1:2.5



Door Sill
Scale 1:5



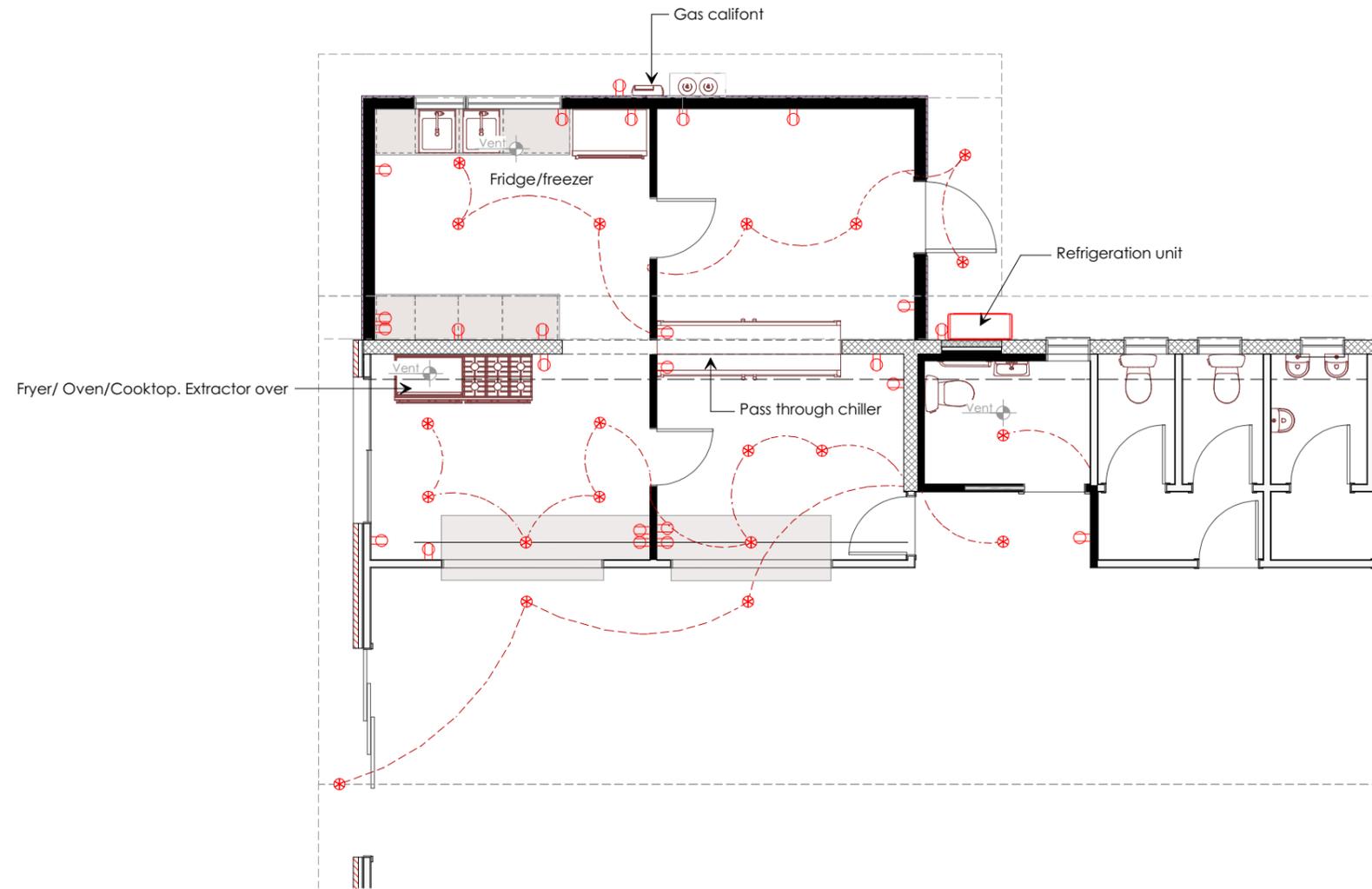
REVISION TABLE			
NUMBER	DATE	REVISED BY	DESCRIPTION

Designer: A McGuigan
email: alan@xtra.co.nz
DL 0010000775 A2

Flashings & Penetrations
PROJECT: Cromwell Golf Course.

JOB ID: Cromwell Golf Club
DRWN BY: A McGuigan
DATE: 10/10/2025

- 1 Site Plan
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- 16 Flashings & penetrations
- 17 Electrical



All electrical work and elements to comply with NZBC G9/AS1

Vent = 150mm Mechanical vent ducted to exterior via soffit
(50L/s for cooktops/ 25 L/s bathrooms / laundry)
and in compliance with G4/AS1 Clause 1.0

⊞ = Double plug outlet

⊗ = Light fitting



REVISION TABLE			
NUMBER	DATE	REVISED BY	DESCRIPTION

Designer: A McGuigan
email: alan@xtra.co.nz
DN 0219289775 A2

Electrical Plan
PROJECT: Cromwell Golf Course.

JOB ID: Cromwell Golf Club	S-17
DRWN BY: A McGuigan	



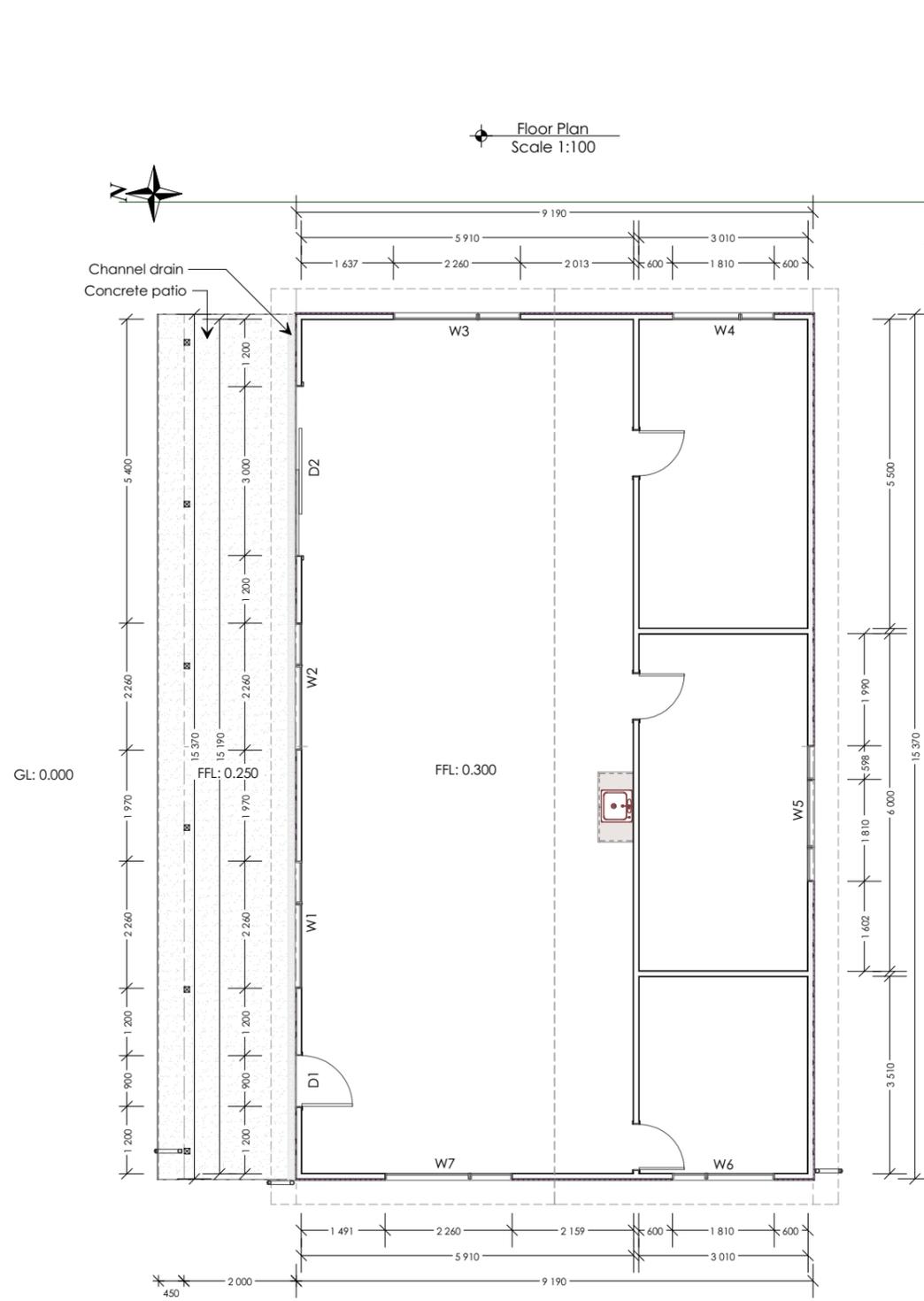
REVISION TABLE			
NUMBER	DATE	REVISED BY	DESCRIPTION

Designer: A McGuigan
 email: alan@xtra.co.nz
 DB 0210289775 A3

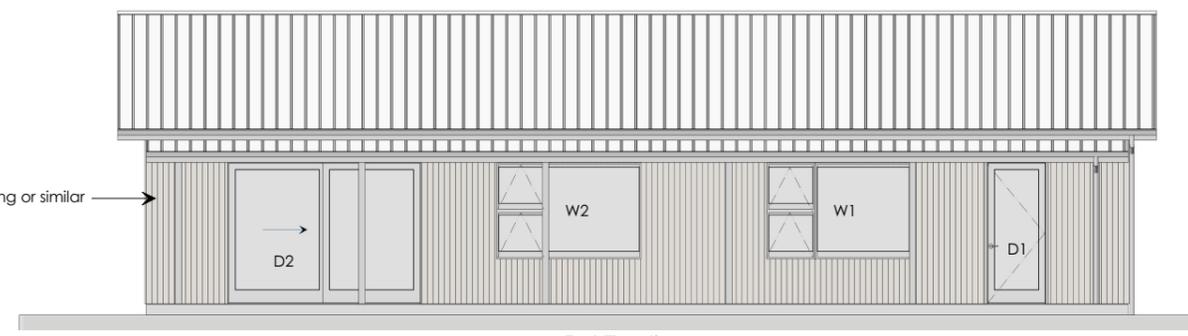
Site Plan
 Cromwell Golf Pro Shop.

JOB ID: Pro Shop
 DRWN BY: A McGuigan
 DATE: 14/10/2025

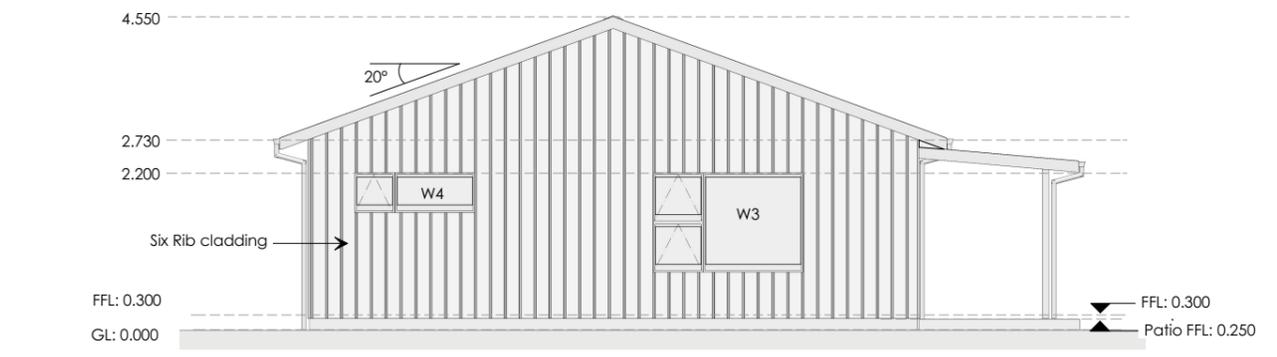
S-1



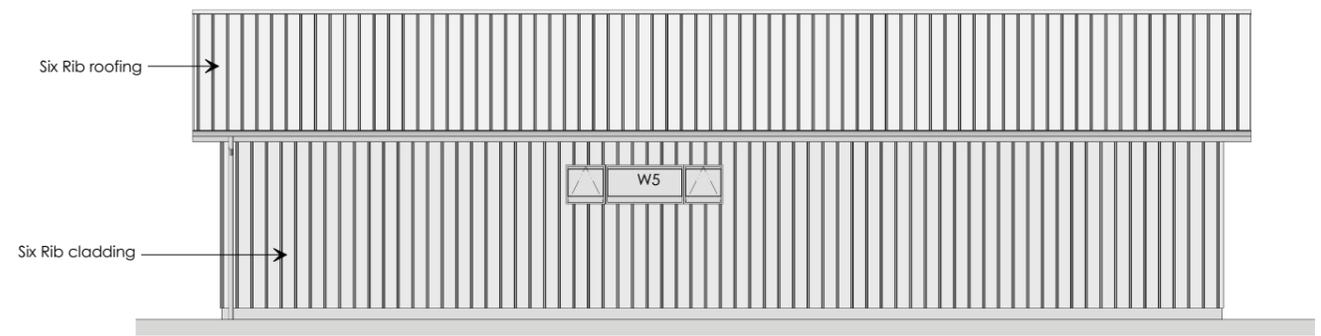
North Elevation
Scale 1:100



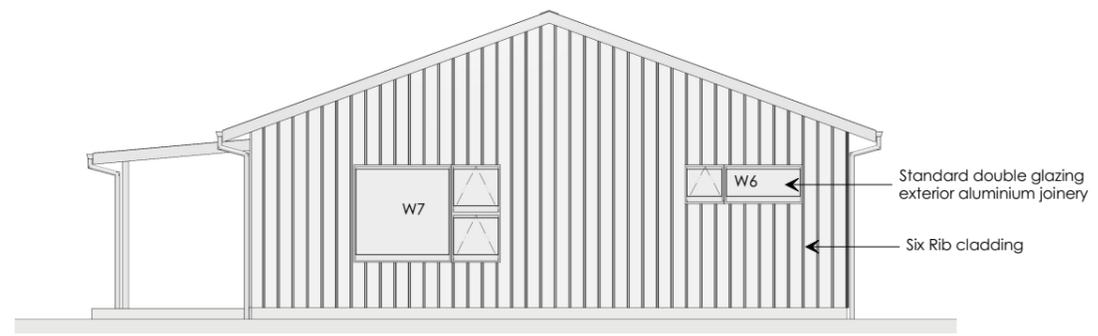
East Elevation
Scale 1:100



South Elevation
Scale 1:100



West Elevation
Scale 1:100



REVISION TABLE			
NUMBER	DATE	REVISED BY	DESCRIPTION

Designer: A McGuigan
email: alan@xtra.co.nz
DB 0210288775 A3

Floor Plan
Cromwell Golf Pro Shop.

JOB ID: Pro Shop
DRWN BY: A McGuigan
DATE: 14/10/2025

S-2



REVISION TABLE			
NUMBER	DATE	REVISED BY	DESCRIPTION

Designer: A McGuigan
 email: alan@xtra.co.nz
 PL 021 228 9775 A3

3D Views
 Cromwell Golf Pro Shop.

JOB ID: Pro Shop
 DRWN BY: A McGuigan
 DATE: 14/10/2025

S-3

26.2.4 USE OF FINANCIAL CONTRIBUTIONS FOR BANNOCKBURN CYCLE PATH CONNECTION

Doc ID: 2736680

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

1. Purpose of Report

To consider the use of Financial Contribution Reserves to fund a shared path connection in Bannockburn (approximately 185m) to improve safety and accessibility for pedestrians and cyclists, in line with the opening of the Kawarau Gorge Cycle Trail.

Recommendations

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
 - B. Approves the use of Financial Contribution Reserves to fund the design and construction of the Bannockburn shared path connection, up to a budget of \$300,000.
-

2. Background

The new Kawarau Gorge Trail will run from Bannockburn Bridge, up Bannockburn Road, and along Felton Road. This route will serve as a key corridor for locals and visitors accessing Bannockburn and the wider trail network.

Currently, there is a short missing link between the trail (Felton Road intersection) and Bannockburn Township. This gap forces pedestrians and cyclists to travel along the road edge and uphill, exposing them to live traffic.

The trail is scheduled to open in late March and will significantly increase pedestrian and cyclist traffic. Completing this link will connect the network, separate users from vehicles, and provide a safer route for visitors unfamiliar with local roads.

The Lake Dunstan Trail provides a relevant benchmark for expected use. Initially forecast at 7,000 riders per year, it attracted over 80,000 in its first year. Early modelling indicates the Kawarau Gorge Trail may exceed this volume due to its scenery, backcountry character, and proximity to Queenstown.

3. Discussion

This report considers using Financial Contribution Reserves to fund the design and construction of an approximately 185 metre shared path connecting the Kawarau Gorge Trail to Bannockburn township.

Staff have visited the site and considered two construction options:

Shoulder widening

- This approach would expand the existing road edge to provide dedicated space for cyclists.
- While it provides less physical separation from live vehicles compared to a standalone path, it will still shift cyclists out of the main traffic lane.
- This option could be integrated with Stage 1 of the Bannockburn Watermain Project, offering practical delivery efficiencies.
- Indicative cost: \$238,000

Separated cycleway

- This approach would build a standalone path to match the Kawarau Gorge Trail's existing gravel finish and formation.
- It provides a seamless, consistent experience for trail users. It significantly improves safety by physically separating users from live traffic.
- This requires a higher initial investment due to the additional construction and safety elements, such as retaining walls and safety barriers.
- Indicative cost: \$582,000

Achieving safe clearances may require a minor property boundary adjustment. In this case, funding will also need cover the necessary landowner agreements, surveying, and legal costs. These are estimated at an additional \$62,000.

If the Board recommends the use of Financial Contribution Reserves to Council, staff will finalise comprehensive pricing for both options before the next Council meeting. The figures provided are estimates only; aligning this work with other scheduled projects could reduce overall costs.

Financial Contribution Reserves are intended to fund the development of open spaces and recreational resources. Because this path safely connects a major recreational asset to the township, it clearly meets these criteria.

NZTA subsidy for roading improvements is limited, with Roothing only receiving about 4% of its requested roading improvement budget. It is unlikely that the connection would attract NZTA subsidy anytime soon. Delaying the project to wait for alternative funding means the high risk "missing link" would be present as trail use peaks. Approving reserve funds provides a way to deliver a safe connection now.

Approving the use of Financial Contribution Reserves provides a pragmatic, policy-aligned funding mechanism to deliver an open space and recreation enabling improvement that supports safe active travel and improves connectivity between the Kawarau Gorge Trail and Bannockburn Township.



Figure 1: Indicative cycle path alignment

4. Financial Considerations

The current Financial Contributions reserves balance as of 30 June 2025 is \$2.805 million.

The proposed shared path connection has an estimated cost ranging from \$300,000 to \$645,000 which would be funded from the Financial Contributions reserves. This estimate includes construction costs for the approximately 185m shared path connection (constructed to match the existing cycleway standard), retaining and/or barrier protection where required along the road edge, and indicative costs associated with any necessary legal property realignment or establishment of an easement to achieve a safe alignment and appropriate clearances.

5. Feedback from Community Boards

Not applicable

6. Options

Option 1 – (Recommended)

Approve funding of up to \$300,000 from Financial Contribution Reserves for the design and construction of the Bannockburn shared path connection.

Advantages:

- Improves safety and accessibility for pedestrians and cyclists by completing a key missing link.
- Supports increased trail use of the Kawarau Gorge Trail opening.
- Provides a consistent connection aligned with the existing trail standard.
- Enables delivery without reliance on uncertain NZTA subsidy for roading improvements.

- Lower cost option when compared to the full separated cycleway.

Disadvantages:

- Reduces the available balance of Financial Contribution Reserves for other projects.
- Does not provide a seamless, consistent experience for trail users.
- Reduced separation of users from live traffic.

Option 2

Approve funding of up to \$645,000 from Financial Contribution Reserves for the design and construction of the Bannockburn shared path connection.

Advantages:

- Improves safety and accessibility for pedestrians and cyclists by completing a key missing link.
- Supports increased trail use of the Kawarau Gorge Trail opening.
- Provides a consistent connection aligned with the existing trail standard.
- Enables delivery without reliance on uncertain NZTA subsidy for roading improvements.
- Increased separation of users from live traffic.
- Provides a seamless, consistent experience for trail users.

Disadvantages:

- Reduces the available balance of Financial Contribution Reserves for other projects.
- Higher cost option.

Option 3

Defer delivery and seek funding through future roading programmes, subsidy opportunities, or other budget processes.

Advantages:

- Preserves Financial Contribution Reserves for other open space and recreation needs.
- May allow the project to be considered alongside broader corridor improvements in future.

Disadvantages:

- The missing link remains in place during the initial period of increased trail use, maintaining higher user risk.
- Funding is uncertain and delays are likely given constrained subsidy availability and competing priorities.

7. Compliance

<p>Local Government Act 2002 Purpose Provisions</p>	<p>This decision enables democratic local decision-making and action by, and on behalf of, communities by directing Financial Contribution Reserves toward an identified local safety and</p>
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	<p>accessibility improvement that supports access to a key recreation and active travel asset.</p> <p>This decision promotes the social and environmental wellbeing of communities, in the present and for the future, by improving opportunities for safe walking and cycling, supporting active travel, and improving connectivity between the trail network and Bannockburn Township.</p>
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	The proposal aligns with Council's Financial Contributions policy intent for open space, recreation and reserve purposes and supports Council objectives relating to recreation access, active travel and safety.
Considerations as to sustainability, the environment and climate change impacts	The project supports mode shift by improving the attractiveness and safety of walking and cycling connections. Construction effects are localised and can be managed through standard environmental controls during works.
Risks Analysis	Key risks include cost escalation due to retaining/barrier requirements, landowner agreement timeframes, and construction interface risks with live traffic and trail users. These can be mitigated through early design, appropriate contingency, timely landowner engagement, and standard traffic management during delivery.
Significance, Consultation and Engagement (internal and external)	The matter is assessed as low to medium significance. Engagement will include liaison with the Cromwell Community Board, affected landowner(s), internal staff (Roading, Parks/Reserves, Finance), and trail stakeholders as appropriate.

8. Next Steps

Subject to Council approval, staff will finalise the alignment and design, progress landowner agreement and any required legal arrangements, confirm costings, and procure the works for delivery.

9. Attachments

Nil

6 MAYOR'S REPORT

26.2.5 MAYOR'S REPORT

Doc ID: 2686602

1. Purpose

To consider an update from Her Worship the Mayor.

Recommendations

That the Cromwell Community Board receives the report.

Her Worship the Mayor will give a verbal update on activities and issues of interest since the last meeting.

2. Attachments

Nil

7 CHAIR'S REPORT

26.2.6 CHAIR'S REPORT

Doc ID: 2687105

1. Purpose

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

Recommendations

That the report be received.

2. Attachments

Nil

8 MEMBERS' REPORTS

26.2.7 MEMBERS' REPORTS

Doc ID: 2688459

1. Purpose

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

Recommendations

That the report be received.

2. Attachments

Nil

9 STATUS REPORTS

26.2.8 MARCH 2026 GOVERNANCE REPORT

Doc ID: 2686550

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

1. Purpose

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

Recommendations

That the report be received.

2. Discussion

CAPEX Reporting

- Memorial Hall (See Appendix 1).

Status Reports

The status reports have been updated with any actions since the previous meeting (see Appendix 2).

3. Attachments

Appendix 1 - Capex Report - Cromwell Hall [↓](#)

Appendix 2 - Status Updates - March [↓](#)

Cromwell Memorial Hall Project

Estimated Start: Apr 2024 (Construction)	Estimated Finish: May 2026	Funding Source(s): Reserves, Lending, Trusts, Land Sales	Project Stage: Construction
Executive Sponsor: David Scoones	Project Owner: Garreth Robinson	Programme Manager: Garreth Robinson	Project Manager: Bex Winders
Key Stakeholders: Council, CCB, Community, RSA, Museum, Community Groups (Fine Thyme, Theatre Groups), Community Vision / Operator (TBC), Town and Country			
Key Project Deliverables			
Construct as per the adopted Developed Design Scope (653736) providing catalyst project to the Cromwell Masterplan (2019).			
Status Update – Report 20 (January 2026)			
Health & Safety <ol style="list-style-type: none"> 4 Incidents reported – 3 minor injuries (all managed with self-care or first aid) and one electrical near miss with power being immediately isolate and gear removed from site.. 3 near misses, 8 non-conformances, 9 Hazards identified and 1 positive observation <ul style="list-style-type: none"> Issues include PPE noncompliance, congestion issues, electrical and temporary works and end stage project pressures. Positive observation, good proactive set up in place by vinyl contractors. Toolbox talk includes PPE, housekeeping, exclusion zone, waste and near miss review of faulty electrical equipment. No Lost Time Injury's (LTI's) to date External Funding <ol style="list-style-type: none"> Research into seat sales. 400+ seats available. Terms & conditions being reviewed. Design <ol style="list-style-type: none"> Museum fitout has been finalised with base build painting and trunking now complete. FF&E is being reviewed, with operational lens in mind to ensure suitability. Working under AoG Officemax contract. Cultural elements in progress with Art Fetiche Naylor Love and Jasmax working together with StoryInc regarding design and payments for the Museum fitout. 		Construction <ol style="list-style-type: none"> All scaffolding removed Zone A Commercial kitchen and BOH have only minor work remaining, stage BOH areas have progressed significantly with remaining ceilings now painted and joinery in the dressing rooms nearing completion. Commissioning is planned at the end of next month. Schindler lift and retractable seating arrived onsite. The stage ply floor is complete, ready for the sprung floor install Zone B Joinery installations are continuing throughout café and retail spaces. Final finishing works including hardware, mirrors, FF&E and floor finishes are largely complete. Cinema seating and testing undertaken. Commissioning activities have progressed significantly, whilst some delays will cause some rework, the team are progressing commissioning despite this, and in accordance with the programme. Hera ceiling tiles in the foyer are complete. Commissioning activities are well underway, and board livening is continuing. External works are nearing completion, with the southern elevation largely finished. The Cenotaph has been successfully relocated following a well-coordinated lift. Stakeholder Engagement TnC work has been completed – coordination regarding carpark sealing is ongoing. RSA – frequent meetings being held.	
Next Steps – February 2026			

Cromwell Memorial Hall Project

External Funding

1. All external funding applied for has now been received.
2. Still investigating options to 'Sponsor a Seat' in the auditorium to help fund the theatre lighting upgrade required for the community.

Design

1. Museum Fitout progressing, with procurement of immediately required products having been secured.
2. FF&E and Cultural Elements workstreams continue.

Construction

1. Zone A:
 - Alloyfold to build and install retractable seating
 - Schindler lift to be installed
 - Minor works still required in auditorium, such as second fix and acoustic wall linings being installed
 - Commissioning planning underway
2. Zone B:
 - Café ceiling is being installed.
 - Museum carpet fitout scheduled for the end of this month.
 - Second fix and minor works progressing.
 - Commissioning underway.
3. Soft landscaping due next month, while strong progress continues to the north with terrace preparation underway. Decant from the site compound, will relocate and begin to tidy up the area occupied.

Stakeholder Engagement

TnC carpark and access to be sealed. Keeping in contact.

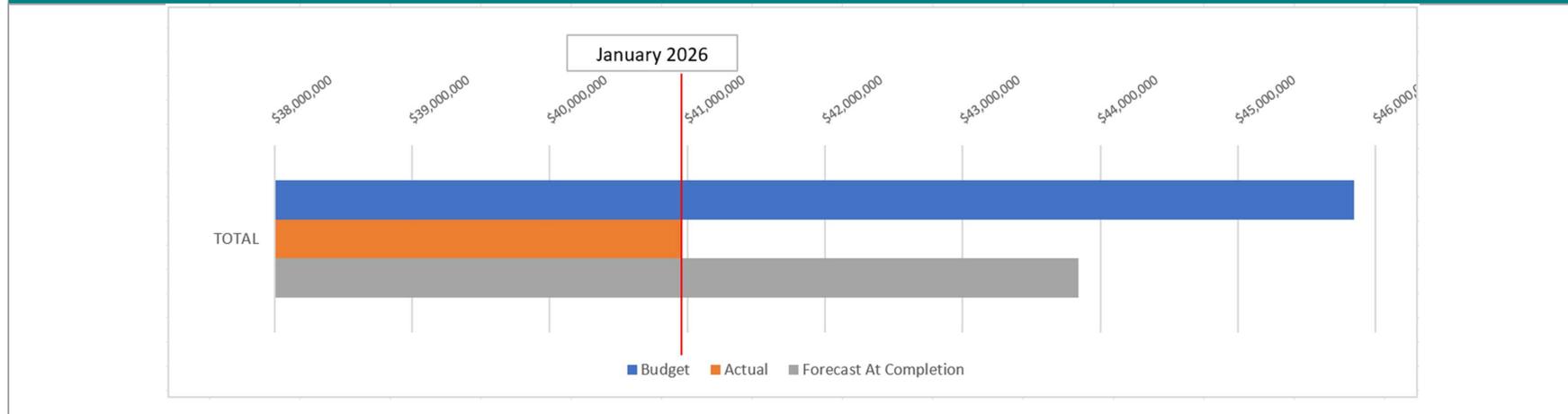
Project Health

Flag	Previous Status	Current Status	Status Description
Overall Status			Construction phase of the project has commenced after a robust procurement and governance financial prudence process, providing resolutions on 28-Feb to proceed into construction by awarding the contract to Naylor Love
Finances			Project funding of \$45.8M approved at 28-Feb-24 Council Meeting. \$1.6M confirmed for the Museum fitout.
Risks			Consumption of contingency is a risk. Expected variation to date is \$2,002,334.82 Continue to monitor the Variation Process through Eng Rep constantly reviewing contingency spend
Issues			
Resources			
Key Milestones			New programme accepted with approval of EoT claim.

Cromwell Memorial Hall Project

Health and Safety	G	G	SSSP reviewed and accepted; Site induction process implemented; WorkSafe informed on selected tasks
Scope	G	A	When looking at the overall project, the incorporation of the Museum fitout does have the inclusion of some additional scope regarding the Naylor Love contract.
Communications	G	G	Let's Talk Page being refreshed with the commencement of construction and approved detailed design. Drone footage booked in February 2026

Budget



Project Risk Analysis – Key Rated Risks

Flag	Risk Name	Status Comments
G	Health & Safety on building site, with working at heights, heavy equipment etc poses on going risk	With Site Establishment Naylor's SSSP in effect Inductions in place – lots of tours being undertaken with supervision WorkSafe notified on required actions Changes to site sign in sheet and access to site
A	Exceeding allocated total project cost of \$45.8M	Construction contract has high percentage fixed price Variation Process through Eng Rep will review contingency spend Project funding of \$45.8M approved at 28-Feb-24 Council Meeting. This funding was secured by: Reserves \$18 million, Loan \$15.6 million, Cemetery Road Land Sales \$6.7 million, External Funding \$1.7 million = \$42 million.

Cromwell Memorial Hall Project

As noted in the Council meeting on 28 February 2024, the \$3.8 million shortfall not secured through external funding is expected to be covered by future land sales.
 Expected variation to date is \$2,002,334.82– variations continue to be monitored carefully
 \$1.6M confirmed for the Museum fitout.
 Spend so far approx. \$42M
 To future proof and maximise usability of the theatre, feedback from working with community groups a lighting and rigging upgrade of approx. \$200k which will maximise usage and allow for professional events and renting out this capability. Suggest funded through seat sales.

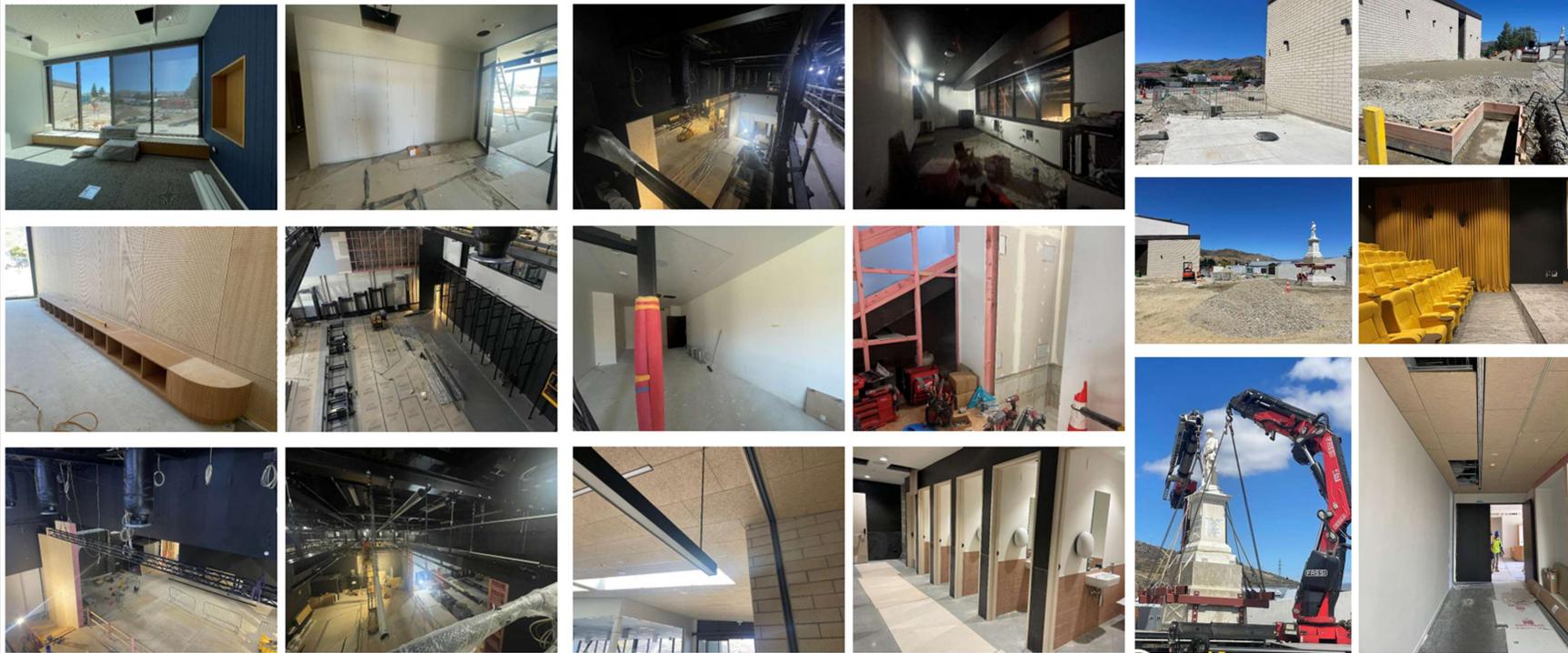
Milestone Report

Programme



Cromwell Memorial Hall Project

Special Addendum | Progress



Status Updates		Committee: Cromwell Community Board			
Meeting	Report Title	Resolution No	Resolution	Officer	Status
4/02/2026	New Facility Naming Discussion and Process	26.1.3	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Recommends to Council that a district-wide public engagement for the English naming of the new facility is over a two-week period commencing Monday, 2 March 2026.</p> <p>C. Recommends to Council that feedback is gathered via online and hard copy survey.</p> <p>D. Notes that a high-level awareness and education campaign will begin prior to the public engagement period.</p> <p>E. Notes that Elected Members will lead the community engagement with support from Council staff.</p> <p>F. Notes that the findings will come back to the Board's 7 April meeting for its recommendation to the 29 April Council meeting.</p>	Facility Experience Manager	<p>20 Feb 2026 Let's Talk survey available for completion from 2 - 16 March. Drops in planned from Tuesday 3 March in Cromwell and Alexandra. Report to come back to the April meeting.</p> <p>18 Feb 2026 Action memo sent to report writer.</p>
4/02/2026	Appointments to Community Organisations	26.1.2	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Appoints representatives to community organisations as follows:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Cromwell and Districts Community Trust – Mike Casey <input type="checkbox"/> Cromwell and Districts Promotions Group – Mike Casey <input type="checkbox"/> Cromwell District Museum – Anna Harrison <input type="checkbox"/> Cromwell Youth Trust – Wally Sanford <input type="checkbox"/> Old Cromwell Incorporated – Rebecca Anderson (as per the Trust Deed) <input type="checkbox"/> Lowburn Hall Committee – Wally Sanford 	Governance Manager	<p>20 Feb 2026 All community group contacts and new liaison details provided.</p> <p>MATTER CLOSED</p> <p>20 Feb 2026 Action Memo sent to report writers.</p>

			<ul style="list-style-type: none"> <input type="checkbox"/> Tarras Community Liaison – Rebecca Anderson and Sarah Browne <input type="checkbox"/> Bannockburn Community Liaison – Rebecca Anderson and Anna Harrison <input type="checkbox"/> Friends of Cromwell Cemetery – Wally Sanford <p>C. Notes the organisations where the Board appoints representatives from time to time when required:</p> <ul style="list-style-type: none"> <input type="checkbox"/> The Community Board Chair can appoint two members to the Cromwell College Charitable Trust in the case of retirement or replacement of a member as per the Trust Deed <input type="checkbox"/> Cromwell Resource Centre Trust (known as Cromwell Community House) – The appointment of 5 representatives as per the Trust Deed <input type="checkbox"/> Central Otago Sports Turf Trust – The appointment of 2 representatives as per the Trust Deed 		
25/11/2025	Bannockburn Forestry Block Harvest	25.9.8	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Recommends to Council to harvest the 60-hectare Sandflat Road Forestry Block - LOT 3 DP 403966.</p> <p>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.</p> <p>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.</p>	Project Manager - Property	<p>11 Feb 2026 Staff are working towards uploading a Request for Tender on GETS to find the best option to fell trees (and potentially de-stump). Advice has now been received regarding carbon credits and economical liability. This needs further review. Investigation into alternative uses for the block has begun.</p> <p>12 Jan 2026 Investigation has begun into finding further information around carbon credits and what the next steps will look like. Closure over the holiday season meant limited responses.</p>

			<p>E. Recommends to Council to subsequently use any remaining profit to offset costs associated with the Bannockburn Industrial Subdivision.</p> <p>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.</p>		
25/11/2025	Proposed Road Stopping - Unformed Unnamed Road Through Park Burn Quarry	25.9.7	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Recommends to Council to 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:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Public notification and advertising in accordance with the Local Government Act 1974 <input type="checkbox"/> No objections being received within the objection period. <input type="checkbox"/> The applicant paying for all costs of the road stopping including the purchase of the land at valuation. <input type="checkbox"/> The stopped road parcels of land being amalgamated with the applicant’s Record of Title. <input type="checkbox"/> The final survey plan being approved by the Chief Executive Officer. <p>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.</p> <p>D. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.</p>	Statutory Property Team Leader	<p>11 Feb 2026 No further progress to report. Road Stopping still being processed.</p> <p>09 Jan 2026 The Road Stopping is being processed. A valuation of the land created after stopping road has been requested.</p> <p>03 Dec 2025 Final Survey plan is being prepared for approval by CEO and valuation of the land requested.</p>

25/11/2025	Cromwell Memorial Hall - Naming Discussion	25.9.6	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Recommends to Council that the venue is dual named.</p> <p>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.</p> <p>D. Recommends to Council that the community consultation process takes place in March 2026.</p> <p>E. Notes the option about Citizens Assemblies and recommends council looks into this process for future projects.</p>	Facility Experience Manager	<p>12 Jan 2026 Council resolved to have a dual English and Te Reo name and a workshop will be held on 4 February to clarify purpose, intended use of the facility and identify key stakeholders. Community feedback will occur in March and approved name to be report back to CCB and Council by the end of April 2026.</p> <p>02 Dec 2025 Action memo sent to report writer.</p>
25/11/2025	Cromwell Memorial Hall - Fees and Charges	25.9.5	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Recommends to Council that the attached community fees and charges be accepted for the first year of operation.</p> <p>C The Board recommended that commercial rates are reconsidered with market comparisons to comparable venues and brought back to the next meeting.</p> <p>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.</p> <p>E. Notes staff have received multiple bookings for the facility and supports quoted fees and that charges for these bookings are retrospectively approved.</p> <p>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.</p> <p>G. The Board recommends to Council that the RSA room would be kept free for RSA use on their meeting days</p>	Facility Experience Manager	<p>20 Jan 2026 Approved by Council at their December meeting. Report on commercial rates to be presented to this meeting.</p> <p>20 Jan 2026 Action memo sent to report writer.</p>

			<p>and that the RSA would not be charged any venue hire on these days.</p> <p>H. That a workshop would be held to discuss purpose, performance targets and usage projections.</p>		
25/11/2025	Cromwell Memorial Hall - Museum Fitout	25.9.3	<p>That the Cromwell Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Supports in principle the museum fitout concept design.</p> <p>C. Recognises the guidance, time and work from the Cromwell Museum Trust in developing the new design and the overall project to date.</p> <p>D. Acknowledges the funding that has been received for the museum fitout from Central Lakes Trust, Otago Community Trust and Lotteries Funds.</p>	Facility Experience Manager	<p>20 Feb Work progressing.</p> <p>MATTER CLOSED.</p> <p>20 Jan 2026 Cromwell Museum Trust and council staff are continuing to work with StoryInc. on the developed design phase of the museum fitout.</p> <p>02 Dec 2025 Action memo sent to report writer.</p>

10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 7 April 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
Confidential Minutes of the Cromwell Community Board Meeting held on 25 November 2025	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
26.2.9 - March 2026 Confidential Governance Report	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	Commercial sensitivity
