



AGENDA

Vincent Community Board Meeting Tuesday, 17 March 2026

Date: Tuesday, 17 March 2026

Time: 10:00 am

**Location: Clyde Historical Museum, 5 Blyth Street,
Clyde**

(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 Vincent Community Board will be held in Clyde Historical Museum, 5 Blyth Street, Clyde and live streamed via Microsoft Teams on Tuesday, 17 March 2026 at 10:00 am. The link to the live stream will be available on the Central Otago District Council's website.

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

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

1 APOLOGIES

2 PUBLIC FORUM

3 CONFIRMATION OF MINUTES

Vincent Community Board - 3 February 2026

**MINUTES OF A MEETING OF THE
VINCENT COMMUNITY BOARD
HELD IN THE OMAKAU RUGBY CLUBROOMS, 13 ALTON STREET, OMAKAU
AND LIVE STREAMED VIA MICROSOFT TEAMS ON TUESDAY, 3 FEBRUARY 2026
COMMENCING AT 10:00 AM**

PRESENT: Mr J Cromb (Chair), Mr T Hammington, Cr M McPherson, Mr J Moffitt

IN ATTENDANCE: T Alley (Mayor), P Kelly (Chief Executive Officer), D Scoones (Group Manager - Community Experience), L Fleck (Group Manager - People and Culture, Acting Group Manager - Community Vision), Q Penniall (Group Manager - Planning, Infrastructure and Regulatory), S Righarts (Group Manager - Governance and Business Services), D Scoones (Group Manager - Community Experience), Z Zeelie (Team Leader – Statutory Property), M Ridd (Statutory Property Officer), A Symon (Property and Facilities Officer), G Bailey (Parks and Recreation Manager), M Burnett (Parks Officer – Strategy/Planning), W McEnteer (Governance Manager), S Reynolds (Governance Support Officer)

1 APOLOGIES

COMMITTEE RESOLUTION

Moved: Cromb
Seconded: Hammington

That apologies from Ms K Sanders be received and accepted.

CARRIED

2 CONDOLENCES

Members stood for a moment of silence to remember Lynley Claridge. Cr McPherson spoke about her commitment to the community, her willingness to go the extra mile for those she represented, and noted that she had left a significant hole in the community.

3 PUBLIC FORUM

Jo Ridder and Dawn Gray – Central Otago Netball Centre Inc. Lease

Ms Ridder and Ms Gray spoke on behalf of the Netball Centre and outlined the events held at the courts each year. It was noted that the Netball Centre was planning to resurface the courts and wished to have its lease secured prior to undertaking this significant and costly work.

They advised that they felt they had not been well treated in the past and expressed a lack of confidence in Council's ability to resolve issues, particularly in relation to storage containers being placed within their area. It was further noted that the 1990 lease covered an incorrect land area, and they requested that this be corrected.

They then responded to questions from members.

Tracy Paterson – Central Otago A&P Show Update

Ms Paterson spoke on behalf of the Show Committee in her role as Vice President. She expressed the Committee's gratitude for the ongoing support from the Vincent Community Board and outlined

the details of the upcoming show, scheduled for Saturday 14 February. She invited all young people to attend and noted that children could participate in the rides for free.

Ms Paterson also highlighted the changes made to accommodate the revised site plan due to construction for the Omakau Hub. She advised that world champion curler Jed Neville, a previous recipient of the Show Scholarship, would officially open the show.

Lindsay McCormack – Water and Roding condition on Racecourse Road

Mr McCormack stated that the condition of Racecourse Road was poor and noted the high level of usage, with hundreds of vehicles attending events at the racecourse. He advised that the culverts, which had recently been renewed, had not been cleared and had become both a safety risk and a fire hazard. He also noted that the area behind the Commercial Hotel was a fire hazard.

Mr McCormack then responded to questions. It was noted that members would inspect the road following the meeting.

Andy Davey – Lauder and St Bathans

Mr Davey spoke as CEO of the Winterstellar Trust, noting the uniqueness of Central Otago's dark skies and the growth of astro-tourism in the region. He highlighted the importance of protecting these skies for the future and advised that the Trust wished to form a working group to ensure ongoing progress of this work.

He noted that the Trust had engaged with local groups and had received strong community support. He referenced the total solar eclipse expected in July 2028 and responded to questions from the board.

Pete Sleeman - Omakau Reserve Committee

Mr Sleeman the secretary of the Reserve Committee, advised that the Committee was considering combining operations with the Community Hub and was currently engaging with the community to streamline the group. He noted that the reserve walking track had been well used by vthat the Committee planned additional planting and the installation of seating. He acknowledged the need for more regular maintenance of the area.

Mr Sleeman also advised that the facilities required review, particularly regarding the future location of the kitchen, laundry, and storage as the existing building is removed.

Mr Sleeman then responded to questions. Staff noted that funding had been allocated in the Long-term Plan for a replacement of kitchen and laundry facility.

4 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: McPherson
Seconded: Hammington

That the public minutes of the Vincent Community Board Meeting held on 18 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.

Mr Hammington noted a change to his declarations and this would be updated.

6 REPORTS

26.1.2 COMMUNITY POLICE UPDATE - CONSTABLE HENRY CACCIA-BIRCH

Constable Henry Caccia-Birch was an apology to the meeting so no update was given.

Note: Andrew Paterson joined the meeting for item 26.1.3

26.1.3 AN UPDATE ON THE PROGRESS OF THE OMAKAU HUB PROJECT

It was noted that construction commenced in December 2025, but irrigation flooding caused delays to the project. Additional delays had occurred due to coordination between the architect and services, and the contractor had since assumed responsibility for any design changes. Work was anticipated to resume on site the following week and despite delays the project was still expected to be completed by February 2027.

It was also noted that despite the initial delays the project was tracking under budget; however, any further delays would require drawing on the contingency. Mr Paterson thanked the Board for their support and expressed hope that it would not be necessary to use the Vincent Community Board reserves. He also advised that the Committee hoped for further community contributions to assist with both the build and ongoing operational costs. It was further noted that the current hall and kitchen and laundry facilities would not be demolished until a replacement facility was ready.

COMMITTEE RESOLUTION

Moved: Hammington
Seconded: Moffitt

That the report be received and its contents noted.

CARRIED

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

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

Discussion followed on the removal of trees on the northern boundary of the lease area, which would help address issues with ice on the courts during winter. The removal was agreed in principle; however, the proposal would be included in the Long Term Plan for funding and consultation.

COMMITTEE RESOLUTION

Moved: McPherson
Seconded: Moffitt

That the Vincent Community Board

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

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

CARRIED

26.1.5 ALEXANDRA GOLF CLUB SHED

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

COMMITTEE RESOLUTION

Moved: Cromb
Seconded: Hammington

That the Vincent Community Board

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

CARRIED

26.1.6 APPOINTMENTS TO SUB-COMMITTEES AND OTHER COMMUNITY ORGANISATIONS

To appoint community board representatives to sub-committees and other community organisations where necessary.

COMMITTEE RESOLUTION

Moved: Moffitt
Seconded: Hammington

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
- B. Appoints the following community board representatives as liaisons for the 2025–2028 triennium:
 - Alexandra District Museum Inc: Martin McPherson
 - Clyde Historical Museum Committee: Tony Hammington
- C. Agrees to trial a transition from individual member appointments for other organisations to a sector-wide engagement model.
- D. Appoints Karla Sanders and Jim Moffitt to lead the development and delivery of these meetings during the 2026 trial period.
- E. Reaffirms its ongoing support for all community organisations and invites feedback from any group regarding this trial model.
- F. Directs the Chief Executive to communicate these decisions to the relevant groups.

CARRIED

26.1.7 ATTENDANCE AT THE ZONE 5&6 CONFERENCE

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

COMMITTEE RESOLUTION

Moved: McPherson
Seconded: Moffitt

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
- B. Recommends to Council to approve Karla Sanders attendance at the Zone 5 & 6 Conference in Christchurch.

CARRIED

7 MAYOR'S REPORT

26.1.8 MAYOR'S REPORT

Her Worship the Mayor reported on the following:

- Welcomed everyone back following the holidays, and it was observed that all schools had resumed, which was positive news for local parents.
- Attended the St Bathans Community Fete and described it as a successful event, thoroughly enjoyed by attendees, particularly the "gold dig" for children, egg and spoon races, and tug-of-war.
- Noted that the Vincent Rally was held over the weekend and that the event had relocated from Galloway to Omakau, and that the new location was which was well received. A couple of accidents occurred, but feedback was largely positive, with attendees praising the condition of Central Otago roads.
- Noted several significant projects progressed in the ward for 2026, including upgrades to Little Valley Road Bridge, developments at the Manuherekia Hub, and the planned establishment of a new turf in Alexandra, with fundraising efforts ongoing.
- Noted the Vincent ward By-election was underway with voting papers being delivered to letterboxes and encouraged all residents in the ward to have their vote.
- Outlined the current challenges and opportunities from proposed government reforms, including the simplification of local government and potential rates capping, which were expected to affect council operations and preparation for the 2027 - 2037 Long-term Plan.
- Discussed ongoing work continuing on the establishment of the new water entity, with Bruce Gemmell appointed as Establishment Chair and Fiona Smith as Programme Director. Noted that a workshop was scheduled later in the week to review the draft shareholders agreement with partner councils.

COMMITTEE RESOLUTION

Moved: Cromb
Seconded: Hammington

That the Vincent Community Board receives the report.

CARRIED

8 CHAIR'S REPORT

26.1.9 CHAIR'S REPORT

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

- Welcomed everyone back after the holiday break.
 - Noted that it was exciting to have a new model for engaging with the community and expressed hope that community groups would work with the board to support the change.
 - Outlined the upcoming priorities for the board, including consultation on 14 reserve management plans and the boards involvement with the museum strategy and input into
-

the 2027 – 2037 Long-term Plan, emphasising the need to balance community aspirations with financial realities like rates capping.

- Announced his appointment to the LGNZ Young Elected Members Committee and the Community Board Executive Committee, expressing his intent to use these roles to advocate for the community board model at a national level.

COMMITTEE RESOLUTION

Moved: Cromb
Seconded: Moffitt

That the report be received.

CARRIED

9 MEMBERS' REPORTS

26.1.10 MEMBERS' REPORTS

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

Cr McPherson reported on the following:

- Gave an update on the recent Council meeting. Discussed the positive feedback from the Te Korowai programme, along with progress on the road access agreement for the Bendigo Mine project. It was also noted that Councillors would be making submissions on various national reforms and that the changing environment highlighted the need for a review of rates.

Mr Moffitt had nothing to report.

Mr Hammington reported on the following:

- Attended the Omakau Wetlands Open Day and noted the impressive work carried out by the community. It was highlighted as a strong model that could potentially be replicated in other areas.
- Attended a replanting day at the Half Mile and noted the average age of volunteers, expressing concern about the sustainability of these groups into the future.

COMMITTEE RESOLUTION

Moved: Cromb
Seconded: Hammington

That the report be received.

CARRIED

Note: Cr McPherson left the meeting at 11.21 am and returned 11.25 am.

10 STATUS REPORTS

26.1.11 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 Riverside Park development. It was noted that the contractor would no longer be involved in Stage Two, and that the next stage would be re-tendered. The design was nearing completion and would be submitted for consent shortly.

Staff also gave an introduction on the Central Otago Play Innovation Hui and outlined the timeline for the Play Strategy work.

COMMITTEE RESOLUTION

Moved: Cromb
Seconded: Hammington

That the report be received.

CARRIED

11 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 17 March 2026.

The meeting closed at 11.42 am.

.....
CHAIR / /

4 DECLARATIONS OF INTEREST

26.2.1 DECLARATIONS OF INTEREST REGISTER

Doc ID: 2693095

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 Interest [↓](#)

Name	Member's Declared Interests	Spouse/Partner's Declared Interests	Council Appointments
Jayden Cromb	The Terrace School (Chair) Community Networks Aotearoa (Trustee) Alexandra Council of Social Services (Trustee) Central Otago Living Options (Employee) Local Government New Zealand Community Board Executive Committee (Member) Local Government New Zealand Young Elected Members Committee (Member)	Ranui Rest Home (employee)	
Tony Hammington	RDA Consulting (Director and Shareholder) Clyde Earnsclough RFC (Committee) Promote Dunstan (Committee) Alexandra Blossom Festival (Committee Member) She Bikes He Bikes (Casual Employee)	Wrapt Gift Shop (Employee)	Clyde Historical Museum Committee
Martin McPherson	Alexandra Blossom Festival	CODC (employee) CODC (employee) (Daughter)	Alexandra District Museum Board Incorporated (ADMI)

Name	Member's Declared Interests	Spouse/Partner's Declared Interests	Council Appointments
Jim Moffitt	MFJ Moffitt Family Trust (trustee) Raggedy Range Family Trust (trustee) Midnight Partnership-Trustee Partner (trustee) Raggedy Range Vineyard Partnership (partner) Oreti Properties-Trustee (shareholder) Maatau Properties Ltd-Trustee (shareholder) Checketts Mckay Law Ltd (non-voting shareholder)	CODC (employee -two sons) Checketts Mckay Law Ltd-Director Dunstan High Schoo Board of Trustees-Board Chair MFJ Moffitt Family Trust (trustee) Raggedy Range Family Trust (trustee) Midnight Partnership-Trustee Partner (trustee) Raggedy Range Vineyard Partnership (partner) Oreti Properties-Trustee (shareholder) Maatau Properties Ltd-Trustee (shareholder) Checketts Mckay Law Ltd (non-voting shareholder)	
Karla Sanders	Rural Women NZ (member) Te Ara Tirama (board member) ECPAT Child Alert (board member) Netsafe NZ (employee) Monte Christo Winery (casual employee)	Alexandra Athletics Association Rural Riders Matangi Station (shareholder) Matangi Station Mountain Bike Park (shareholder) PGG Wrightson (employee)	

5 REPORTS

26.2.2 PROPOSED AIR QUALITY MONITORING STATION - TABLE PARK ALEXANDRA

Doc ID: 2402587

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

1. Purpose of Report

To consider granting a lease in accordance with the Reserves Act 1977 to the Otago Regional Council for an air quality monitoring station on Table Park Recreation Reserve, Alexandra

Recommendations

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
- B. Recommends to Council to publicly notify its intention to grant under section 54 of the Reserves Act 1977, a lease to the Otago Regional Council to install an Air Quality Monitoring Station on Table Park Recreation Reserve Alexandra. Legally described as Section 88 Block XXXV Town of Alexandra.
- C. Notes that it be located on the Blackmore Crescent side of Table Park and consist of a mast of 6 metres in height and a cabinet 1.8m high x 2m wide x 1 m deep including a sequential filter 1.6mx.05mx.03m within a fenced area of 6mx6m.
- D. That the applicant cover all costs associated with the application.
- E. Recommends to Council that the Vincent Community Board hear all submissions received and make a final recommendation to Council.
- F. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

2. Background

The Otago Regional Council (ORC) is re-organising its air quality network in Alexandra and seeks a lease to install an air quality monitoring station in the Table Park Reserve Alexandra.

Under the National Environmental Standard-Air Quality (NES-AQ) ORC is required to monitor the ambient air quality in the greater Alexandra urban area.

The instrument will monitor levels of particulate matter in the air; tiny particles that are a harmful pollutant emitted by combustion.

The Table Park Recreation Reserve is the preferred site as the existing site in Alexandra no longer meets the required measuring standards.

If approved, the Table Park Recreation Reserve monitoring station will join an existing network of seven monitoring sites across Otago. These include Milton, Mosgiel, Dunedin, Frankton, Clyde, Cromwell and Arrowtown. Once operational, the air monitoring data from this instrument will be publicly available online.

The full proposal can be found in **Appendix 1**.

Table Park Recreation Reserve is situated on Ashworth Street Alexandra and is in a residential location. It has been classified under the Reserves Act 1977 as a Recreation Reserve. The reserve is crown land vested in Council for recreation purposes.

3. Discussion

ORC's proposed design for the park includes a fenced compound of at least 6m x 6m within which will be located an insulated cabinet, with double doors on both sides and two air inlets on top, for the primary analysers. It will be a maximum of 1.8m high x 2m wide x 1m deep. Also, within the compound will be a pair of sequential filter samplers that measure 1.6m x 0.5m x 0.3m.

Measurement of wind and temperature will require a 6m tall mast for locating the sensors.

The ORC has proposed 3 options, with their preferred site in the middle of the park. The preferred site would potentially impact potential development options and use of the park.

The Blackmore crescent location is the recommended location as it is close to a power supply, and least likely to interfere with access and use of the park. If the proposal is approved an easement for the underground services within the park will need to be approved.

It should be noted that the unit once is installed it will generate minimal noise less than 36dB (A). Any generated noise levels would need to comply with the District Plan Rules for noise.

The ORC has also proposed an alternative 3mx 2m Portacom unit to contain the equipment as used in Arrowtown and Mosgiel. Such a structure would impact on the amenity of the park from both a user and neighbour perspective and is not recommended.

The site will be set up to remotely monitor the small particulate matter that is less than 2.5 micrometres. These are the air pollutant particles that can most effectively get into people's lungs and cause health issues.

To compliment measurement of this parameter ORC will also measure the following meteorological parameters that provide context to the pollutant data:

- Air temperature
- Barometric pressure
- Humidity
- Solar radiation
- Wind direction
- Wind speed

The application is potentially not consistent with the main purposes of the Reserves Act 1977 which include -

providing, for the preservation and management for the benefit and enjoyment of the public, areas of New Zealand possessing—

recreational use or potential, whether active or passive; or

wildlife; or

indigenous flora or fauna; or

environmental and landscape amenity or interest; or

natural, scenic, historic, cultural, archaeological, biological, geological, scientific, educational, community, or other special features or value:

A possible option could be to issue a lease for an area of the reserve for *masts, or other structures* as per below, this would need public notification and a hearing.

Council could be challenged but due to the age of the Reserves Act such monitoring stations like this potentially weren't contemplated back in the 1970s. The proposal is not a recreational activity.

Sec 48 A – states -

The administering body of a reserve vested in the administering body acting with the consent of the Minister may grant a licence to any person or department of State—

(a) to erect, maintain, and use buildings, dwellings, masts, and other structures, and plant and machinery; and

(b) to construct, maintain, and use tracks and engage in other works—comprising or in connection with and for the purposes of any station for the transmission, emission, or reception of any form of radio, electric, or electronic communication on any reserve or part of a reserve.

Should Council agree to progress under s 48A above, then the key provision in this section is to (2)(b) - can the facility be readily provided outside the reserve.

The ORC has not proposed any alternative sites that can satisfy as many of their requirements as Table Park can.

As there is no current reserve management plan for Table Park Recreation Reserve, and in order to issue a lease over a recreation reserve, Council must first publicly advertise the intention to grant a lease, and hear any submissions received. This will be done in accordance with Section 119 of the Reserves Act 1977.

If the proposed lease proceeds following public consultation, then it will be issued under section 54(1) of the Reserves Act 1977.

The underlying zone of the reserve is residential therefore a resource consent would be required for this location should a lease or licence under the Reserves Act be approved.

4. Financial Considerations

A 10-year lease is sought along with two rights of renewal of 5 years. This will give the ORC the security to gather important data over an extended period.

Fees will be determined by Councils Community Leasing Licencing Policy.

The ORC has offered to cover any associated costs for the application.

5. Options

Option 1 – (Recommended)

To recommend to Council to publicly notify its intention to grant a lease to ORC for an air quality monitoring station situated on Table Park with a consist of a mast of 6 metres in height and a cabinet 1.8m high x 2m wide x 1 m deep including a sequential filter 1.6mx.05mx.03m within a fenced area of 6mx6m.

Advantages:

- Monitoring of the air will enhance the region's knowledge of the air quality and may ultimately assist in generating positive environmental and health outcomes.
- The location is the most feasible and will have minimum impact and effects on the public's use of the reserve.
- The public will be able to comment on the proposal.

Disadvantages:

- The equipment would restrict the use of reserve land in this location, potentially also limiting future planting of vegetation in close proximity.
- Potential operational noise.

Option 2

To decline a lease to ORC for an air quality monitoring station.

Advantages:

- Would not restrict the future potential use of the reserve.
- Recognises that the application is potentially not consistent with the Reserves Act 1977.

Disadvantages:

- Would not be able to provide the region with quality monitoring data for Alexandra reporting on pollution events and reviewing air quality trends over time.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables democratic local decision making and action by, and on behalf of communities by affected parties being able to provide feedback for consideration on the proposal.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	The following Council policies, strategies and bylaws were considered: Reserves Act 1977 Local Government Act 2002 Open Spaces and Recreation Strategy 2025
Considerations as to sustainability, the environment and climate change impacts	The item is assisting environmental well-being by monitoring air quality by assisting with a better understanding of pollution drivers within the Alexandra township.
Risks Analysis	There is risk with the potential inconsistency with this application and the principal purposes of the Reserves Act 1977. This has been addressed within the report.
Significance, Consultation and Engagement (internal and external)	<p>This matter is of medium significance, as determined by reference to the Council's Significance and Engagement Policy because it involves restricting the use of a public reserve.</p> <p>The persons who are affected by or interested in this matter are the public and users and immediate neighbours of the reserve.</p> <p>The proposal to lease will be publicly notified in accordance with section 119 of the Reserves Act 1977.</p>

7. Next Steps

Public consultation will be undertaken in accordance with Section 119 of the Reserves Act 1977 for 2 months.

VCB will hear the submissions and make a recommendation to Council.

8. Attachments

Appendix 1 - Proposed Relocation of Air Quality Monitoring Station Alexandra [↓](#)



Proposed Relocation and Upgrade of Alexandra Air Quality Monitoring Station

The Proposal

Otago Regional Council (ORC) requests that CODC issue ORC a Licence to Occupy or Lease for a part of the Table Park Reserve for the purpose of monitoring the ambient air quality in the Alexandra urban area. This monitoring is required under the National Environmental Standard-Air Quality (NES-AQ).

Previously, monitoring has been undertaken at two locations in Alexandra: 65 Ventry Street from 2005 – 2016, and at the current 5 Ventry Street location since 2017. A review of the current site involved a survey of the variation of air quality across the Alexandra which has confirmed that this location does not meet the requirements of the NES-AQ. The survey identified that for our monitoring programme to be compliant the site needs to be moved to a location in the vicinity of the Table Park recreation reserve between Ashworth Street and Blackmore Crescent. We are proposing to install the necessary infrastructure and instrumentation for long term air quality and meteorological monitoring at this location.

Location

Figure 1 below shows Table Park in Alexandra with three options within the Recreation reserve that ORC is requesting to fence off a 6m x 6m compound in which to locate the monitoring equipment.

Property details:

Parcel ID: 3023496
Appellation: Lot 88 DP 19735
Valuation: 2853232100
Legal Description: SEC 81 BLK XXXV TN OF ALEXANDRA
Statutory Actions: [Create] Recreation Reserve [Table Park Recreation reserve] New Zealand Gazette 1984 P 419



Figure 1: Table Park and preferred monitoring location.



The blue square in Figure 1 and Figure 2 indicates the area within which we propose to locate the station. The National Environmental Monitoring Standard (NEMS) for air quality monitoring stipulates a minimum distance of 50m from roads or point emissions sources, in this case chimneys. However, in practice it is nearly impossible to meet all the requirements for the ideal location in urban areas. At least, the site should not be directly beside the road, because of the unwanted influence of vehicle emissions and road dust. It also needs to be 10m or more away from any large trees so that air flow is not affected.

Ideally the station will be situated near the centre of Table Park as indicated by the blue square in Figure 1 as it best meets the location requirements of the NEMS. Although this is by far our preferred location in the Reserve, we do recognise that this may impact on the public enjoyment of the open space. Should that be an insurmountable issue then we are willing to consider, as a compromise, to locate it on an edge of the reserve as indicated by the orange squares in Figure 1. Given the location of trees and the distance from roads and houses around the park, the location adjacent to Blackmore Crescent is preferable. Although much less ideal than our preferred location this option is better than the Ashworth St side as it has less traffic impact.



Figure 2: Preferred location in Table Park

Site configuration

The monitoring we need to do at the site involves precision analytical equipment for measuring particulate matter in air, a suite of meteorological sensors, and potential for future analysers measuring other air pollutants. This is all sensitive equipment that requires a suitable and secure enclosure.

The proposed design for the new site includes a fenced compound of at least 6m x 6m within which will be located an insulated cabinet, with double doors on both sides and two air inlets on top, for the primary analysers. It will be a maximum of 1.8m high x 2m wide x 1m deep, Figure 3 shows an example of a similar cabinet. Also, within the compound will be a pair of sequential filter samplers (Figure 4) that measure 1.6m x 0.5m x 0.3m. This is a recently emerging addition to the suite of required monitoring parameters. Measurement of wind and temperature will require a 6m tall mast for locating the sensors (Figure 6). The analytical instruments require a mains power supply and



most likely a new power connection to the network. We are happy to paint, clad, fence, wrap the cabinets and if required plant to suit the surroundings and are happy to work with CODC and the community on a design. For example, at our Arrowtown site, Figure 5, there is an informative graphical wrap.



Figure 3: Example analyser cabinet



Figure 4: Sequential filter analyser



Figure 5: Arrowtown Portacom

Due to the additional filter analysers we will require the area to be secure and fenced. It is worth noting that our preferred configuration for a site such as this is to use a 3m x 2m Portacom style



building (Figure 5) as it is more secure, more future proof, and doesn't require a fenced compound. However, we recognise that this may be too intrusive in this location.



Figure 6: Meteorological mast

The site will generate a minimal amount of noise. The latest suite of analysers do not require air conditioning and do not use external pumps so are very quiet. The filter analysers use a small pump and produce less than 36dB(A) of noise which is equivalent to a domestic refrigerator.

Management of the site will involve monthly visits by our air quality technical staff to ensure that the instruments are calibrated and working to the required standard. Data are transmitted to our database in near real-time and then also reported to the LAWA (Land, Air, Water Aotearoa) website.

The need for monitoring in Alexandra

Breathing polluted air, particularly smoke from fuel burning, can lead to respiratory and cardiovascular illness, including lung cancer, heart attack, stroke, high blood pressure, and even premature death. It can also aggravate asthma and has been linked with diabetes. Children, the elderly, and people with existing heart or lung issues have a higher risk of health problems from exposure to PM₁₀. When breathed in, particles less than 10µm in diameter, referred to as PM₁₀, can deposit in the upper airways and cause irritation. Smaller particles less than 2.5 µm (PM_{2.5}), which are present in woodsmoke, can lodge deep into our lungs and reach the bloodstream.



Alexandra is consistently in the top ten most polluted monitored airsheds in New Zealand during winter months. Peak daily concentrations during these months occur in the evening/nighttime with a second peak mid-morning. At these times, the majority of the PM₁₀ is in the most harmful PM_{2.5} size fraction from domestic solid fuel burning.

Rationale for Relocating to Table Park

ORC is required under the National Environmental Monitoring Standards for Air Quality (NES-AQ) to monitor airsheds where:

- it is likely that the ambient PM₁₀ standard will be breached,
- where people are likely to be exposed,
- and where the ambient standards are most likely to be breached by the greatest margin or with the most frequency.

In other words, it requires that air quality monitoring be carried out in a worst-case location in each airshed. Due to property ownership and the need for a long-term monitoring location, this can often be difficult to achieve, but every effort should be made to choose the best possible location.

The Alexandra air quality site was located at 65 Ventry Street for the period 2005 to 2016 but had to be urgently relocated to the current site at 5 Ventry Street in 2017 due to property development at the original site. The current site was chosen as it was possible to move there quickly and easily without a long gap in monitoring.

Recent research has shown that to best comply with the NES-AQ, ORC should re-locate the air quality station. An investigative monitoring programme¹ concluded that the current air quality site reports concentrations around 23% lower than the previous site. Not only that, but both the current and previous sites under-represent the maximum concentrations of particulate matter in Alexandra.

The map in Figure 7 shows that monthly-average PM₁₀ concentrations varied from 15.9 – 36.4 µg/m³, with a median concentration across the grid of 24.5 µg/m³. The highest concentrations were recorded in the vicinity of Table Park and Ashworth Street (white zone in Figure 7), in the NW of Alexandra around 250-500m from the old monitoring site.

A comparison between the previous and current sites done by Otago Regional Council from June to September 2017 gave average 24-hour concentrations of PM₁₀ 1.9 times higher at the previous site, which is considerably more than the NIWA study. Two different types of instruments were used (BAM1020 and EBAM), so it may be an overestimate, but it still shows that the old site was better located than the current site.

Figure 8 depicts the number of exceedances of the NES-AQ standard for PM₁₀, during the June 2023 spatial monitoring campaign. The current air quality monitoring site recorded zero exceedances during the same month, while our monitoring suggests that three exceedances would have been recorded at the previous monitoring site, and six if monitoring were conducted at the true hot spot in vicinity of Table Park. This suggests that the current site is under-reporting exceedances of the recommended limits for healthy air in the worst parts of Alexandra and therefore not meeting the requirements of the NES-AQ.

¹ [Longley, 2023](#)

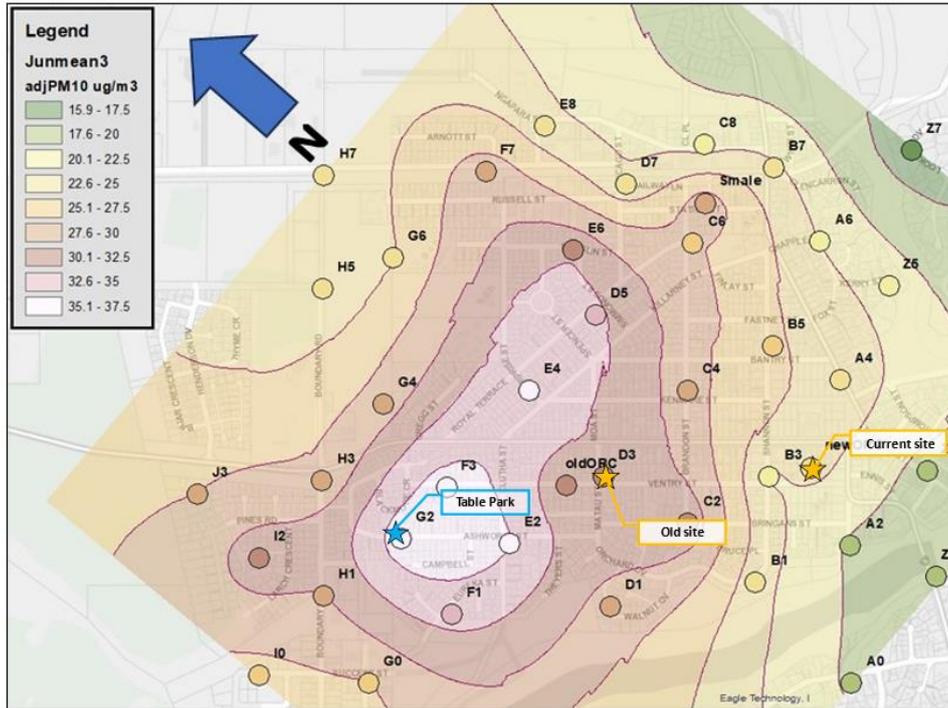


Figure 7: NIWA study mean adjusted PM10 for the period 2nd June - 3rd July (from NIWA, 2023). The old and current sites are at D3 and B3 respectively, while Table Park is marked by a blue star at G2.

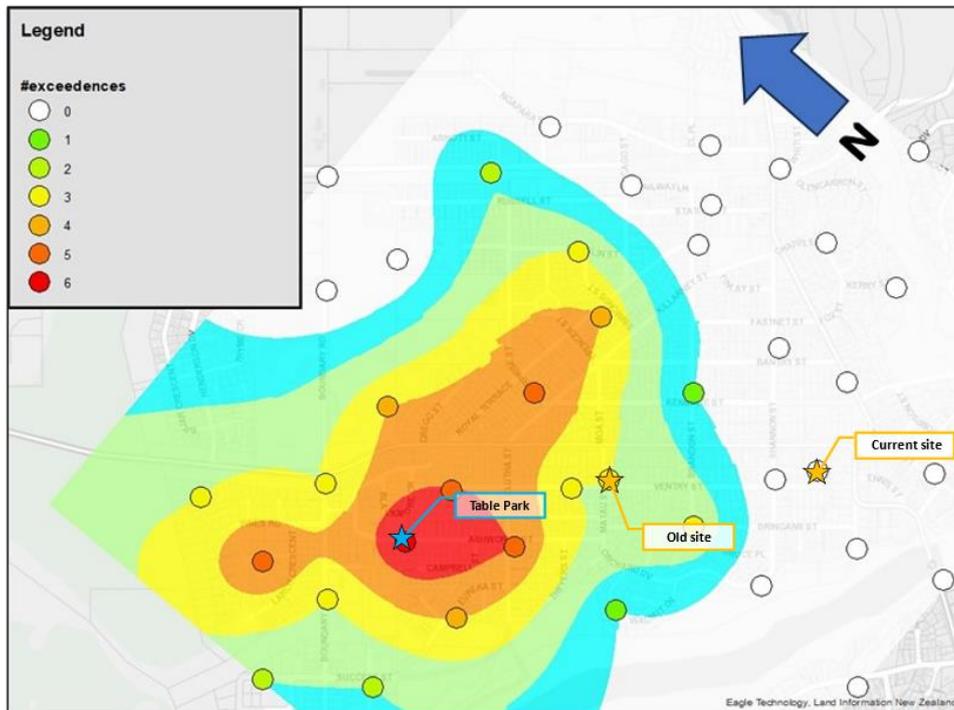


Figure 8: Predicted number of NES-AQ exceedances based on individual monitors for the period 3rd Jun - 2nd Jul 2023 inclusive. Table Park is marked by a blue star.



Network Upgrades

ORC run a network of air quality monitoring sites of various types across the region. Since 2023, all the other air quality monitoring stations in Otago have been upgraded, including new instruments, meteorological sensors, and enclosures. The Alexandra site is due for a major upgrade this year to bring it up to the same standards as our other core level sites. This gives us the ideal opportunity to also relocate it to the correct part of the Alexandra urban area.

Contact details

For matters concerning this application please contact:

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26.2.3 KĀMOANAHAEHAE - RIVER PARK UPDATE REPORT

Doc ID: 2728498

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

1. Purpose of Report

To provide the Vincent Community Board with an update on the Kāmoanahaehae – River Park project.

Recommendations

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees that for the Kāmoanahaehae – River Park project, Stage 2 the Viewing Platform is completed subject to allocated budget.
- C. Recommends to Council that Stage 3 the Ramp is put on hold for review through the 2027/37 Long-term Plan.
- D. Authorises the Chief Executive Officer to do all that is necessary to give effect to the resolution.

2. Background

At its meeting of 23 January 2024, the Vincent Community Board resolved the following.

Moved: Cromb

Seconded: McPherson

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.*
- B. Approves the staged developed design for the Alexandra River Park Project and agrees to proceed with the project as per Council's procurement policy, subject to available funding.*
- C. Authorises the Chief Executive Officer to do all that is necessary to give effect to the resolution.*

The January 2024 report attached as **Appendix 1** provides a good background on the project and approved a stage ed approach be undertaken for each component of the project.

3. Discussion

As has been shared with the Vincent Community Board during past updates on this project, it has faced unforeseen Geotechnical issues, multiple building and Resource Consents and Heritage New Zealand compliance.

The project has been broken down into three construction stages, each with separate construction contracts issued once each stage was ready to be constructed.

To date inground utility preparation, Geotechnical investigation, Heritage New Zealand compliance work has all been completed within Stage 1, the toilet and plaza area. This stage was available for public use from November 2025.

In partnership with the Otago Regional Council and Wairoa Manuherekiia Trust, trees along the Clutha - Mata Au and Manuherekiia Rivers were removed and the area replanted with natives. A track linking the Park with Linder and Die is partially completed.

Since the completion of the toilet and plaza area, work has been ongoing on the detail design of Stage 2 – the Viewing Platform which will provide a view out over both rivers.

Further investigation work has been undertaken for Stage 3 the Ramp, which will connect from the viewing platform down towards the river. From this investigation it has become clear that installing the ramp as envisaged, will require significant engineering along with the need to drive piles at least 5m into the riverbank with no guarantee at what depth they will find secure footings. This will involve specialist skills and equipment.

Given the complexities of both stages 2 and 3, and the agreed staged approach to this project, the plans for stage 2 have been made available to open tender. It is anticipated that the results of the tender process will be known in mid-March. A completion date of 30 June 2026 for this stage has been listed in the tender.

It is recommended that Stage 3 be placed on hold, due to its additional complexity and with the estimated cost to complete being potentially outside existing budgets. This can be revisited through the Long-Term Plan. The Stage 2 Viewing Platform has been designed to allow for the ramp to be added at a later date.

Once Stage 2 the Viewing platform is completed it will finish off the project at riverbank level. This stage will also feature the Pou Whenua artwork and cultural designs worked on with Aukaha that reflect the history of the place.

The trail will link through to the Linger and Die with appropriate wayfinding and signage.

The Alexandra Riverside Trust have been kept informed on the projects progress.

4. Financial Considerations

Details of funding for the entire project are found in **Appendix 1** report attached.

As at the 31 January the remaining budget for this project is \$500,000.

5. Options

Option 1 – (Recommended)

That Stage 2 the Viewing Platform of the project is completed subject to allocated budget, and that Stage 3 the Ramp is put on hold for review through the 2027/37 Long Term Plan.

Advantages:

- The main parts of the project are completed.

Disadvantages:

- The entire project is not completed within a similar time frame.

Option 2

That both stage 2 and 3 are progress and that additional funding is sought for Stage 3.

Advantages:

- The project as originally envisaged is completed.

Disadvantages:

- Additional funding may need to be found to undertake a detailed costing as well as additional budget for construction.

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 money is allocated appropriately for the project.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Council 2025/34 Long Term Plan
Considerations as to sustainability, the environment and climate change impacts	Design of this project have been undertaken to minimise climate impacts.
Risks Analysis	There is risk that the prices for Stage 2 are not within remaining budgets.
Significance, Consultation and Engagement (internal and external)	The project has been consulted on through the Long-Term Plan.

7. Next Steps

Award Tender for stage 2 subject to available budget.

Provide project updates to the Board at each meeting.

8. Attachments

Appendix 1 - VCB January 2024 River Park Meeting Report [↓](#)



23 January 2024

24.1.2 ALEXANDRA RIVER PARK PROJECT

Doc ID: 624042

1. Purpose of Report

To consider approving the staged developed design for the Alexandra River Park Project, subject to the available budget.

Recommendations

That the Vincent Community Board

- A. Receives the report and accepts the level of significance.
 - B. Approves the staged developed design for the Alexandra River Park Project and agrees to proceed with the project as per Council's procurement policy, subject to available funding.
 - C. Authorises the Chief Executive Officer to do all that is necessary to give effect to the resolution.
-

2. Background

In 2017, the Alexandra Miners Village and Riverside Park Trust (the Trust) was formed. The Trust's vision is to rejuvenate lower Tarbert Street in Alexandra by creating a new public space at the junction of the Mata-au/Clutha and Manuherekia Rivers.

To realise this vision the Trust sought to integrate the two rivers and adjacent riverside with the pedestrian heart of Alexandra. This would become a space for family-friendly recreation and community events, as well as being a destination for cyclists and walkers using the network of local trails that are easily accessed from this area. This improved and revitalised space will be the building block from which businesses and activities in this area can grow.

In 2018, the Trust approached the Vincent Community Board (the Board) to fund a business case assessment for the project. A report on the business case assessment was presented to the Board at its March 2019 meeting and the Board resolved the following.

19.2.9 Miners Village Feasibility Study Report Back

A report from the Economic Development Manager to present the Business Case Assessment for the Alexandra Miners' Village & Riverside Park that was completed in September 2018 had been circulated.

- A. **RESOLVED** that the report be received, and the level of significance accepted.

Fitzgerald / Garbutt

- B. **RESOLVED** that the Vincent Community Board receive the Business Case Assessment for the Alexandra Miners' Village & Riverside Park.

Fitzgerald / Garbutt

- C. *NOTED* the September 2017 resolution that the Vincent Community Board agree in-principle that the Vincent Community Board will take responsibility for the ongoing maintenance of the green areas and public ablution facilities of the proposed village and park should the project proceed.

Fitzgerald / Garbutt

- D. *RESOLVED* that the Vincent Community Board agree Council staff investigate the possibility of Council leasing the land and subsequent sub-leasing to the Alexandra Miners' Village & Riverside Park Trust, should the project proceed.

Fitzgerald / Garbutt

In 2019/20, Council undertook an investigation into the land ownership of the site. The investigation highlighted that the land is subject to several encumbrances and easements in favour of Contact Energy. These could potentially complicate any future developments on some of the land.

Council obtained legal advice on the potential effect these encumbrances could have on the project. The advice received resulted in the project being refined to only using the lower part of the proposed site. Therefore, the Miners Village concept was removed from the project's and what remained was the development of a cycle hub and community events space with river views and access.

The Trust approached the Council to consider assisting with providing funding for the project. Through the 2021-2031 Long Term Plan Council consulted on options to fund the enhancement of lower Tarbert street and subsequently allocated \$650,000 to plan and construct the project.

In 2021, Council and the Trust signed a Memorandum of Understanding that details how both parties will work together on this project.

In late 2021, a draft concept plan was developed for the site along with early engagement with Aukaha who have a significant cultural interest in this site, being the meeting point of both the Clutha/Mata-au and Manuharekia rivers. Aukaha has worked closely with Council on the final design of this project.

At its September 2022 meeting the Board resolved the following.

22.6.3. **Alexandra River Park**

To approve the development of the Alexandra River Park and authorise that the draft concept plan for the Alexandra River Park proceed to detailed design.

That the Vincent Community Board

- A. *Receives the report and accepts the level of significance.*
- B. *Agrees to develop the Alexandra River Park.*
- C. *Approves the concept design for the Alexandra River Park, and agrees to proceed with detailed design.*
- D. *Notes that the final detailed design will be presented to the Vincent Community Board for approval.*
- E. *Authorises the Chief Executive Officer to do all that is necessary to give effect to the resolution.*

Moved: Claridge
Seconded: McPherson

In December 2022, all necessary Resource Consents for the project were granted.

3. Discussion

Over the past year, the Trust, Aukaha and Council staff have been working together to progress the concept plan that was consulted on with the public in 2022, into a developed design. **See Appendix 1** for the resulting draft design plan.

Through the involvement of Aukaha the developed design depicts strong cultural themes depicting the story of Rakaihautu and early Māori links to the area. These stories are detailed in the plan document. The plan also pays tribute to the early European influence on this area, particularly the mining and landscape values. These depictions are shown as design element detailing throughout the site, where appropriate.

The main feature of the plan is the walkway from a viewing platform at the end of Tarbert Street to a wooden platform on the river that is within an area where native plants will replace the Willow and Poplar trees currently on the site.

Additional enhancements are the toilet, bike racks, shade trees.

The play area is situated at the start of Rivers Street. The play area is proposed to reflect a more nature/adventurous play space rather than one focused on plastic equipment.

Traffic will still be able to access through the site to the Warehouse carpark and to Rivers Street. Vehicle speed limits will be reduced through the site by using road surface treatments.

4. Financial Considerations

Updated Cost Estimate

The 2018 Business Case Report contained a high-level cost estimate of the enhancement of lower Tarbert street as \$895,000.

A Quantity Surveyor was engaged to provide an estimated cost of the draft developed plan to check that the resulting design is achievable. The total cost estimate for the construction of developed design exceeded the available budget.

The Trust and Council staff have over the past few months worked through a process to revise and reprioritise the draft plan to bring the project back within achievable funding parameters. This has resulted in developing a staged approach to progress the project.

See appendix 2 for the revised staged developed plan. A summary of the staged approach and updated quantity survey cost estimates as follows.

Stage 1: Plaza and River Access	Cost Estimate: \$1,460,000	Completion: End Dec 2024
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Key points of change from original developed design:

- Plaza area reduced in size.

- Plaza trees, bench seats, bike racks, and planting reduced.
- Trail connects to the Alexandra Bridge achieved through more economical means of existing paths and painting of cycle/walking lanes.
- Bespoke balustrade of viewing platform replaced with off the shelf item. Mana Whenua Art installation will remain.
- Extent of the river access track is rationalised to provide an accessible gradient of 1:12 and will be in the form of a gravel path with timber batten edging as opposed to a perforated steel boardwalk with pop out rest areas. This will meet accessibility standards however will not be fully accessible for wheelchair users initially due to the surface finish being gravel. As future funding is secured the surface will be fully accessible.
- Removal of the pontoon.

Stage 2: Ongoing enhancements	Cost Estimate: \$1,360,000	Completion: 2025 – 2028
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Once the essential infrastructure proposed in stage 1 is completed it is envisaged ongoing enhancements in line with the original design will be made by the Trust as funding allows. These will include:

- Increase in the Plaza size.
- More plaza trees, bench seats, bike racks, and planting.
- Bespoke balustrade.
- River track upgrade to perforated steel boardwalk with rest areas to be fully compliant.
- Pontoon.

Stage 3: Play area	Cost Estimate: \$400,000	Completion: 2028 – 2029
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It is proposed that the play area will be the final stage and would be developed after the completion of Councils Play Strategy.

At the time of writing, \$200,000 towards a playground is included in year four of the draft Long-term Plan, along with ongoing operational costs of maintaining the plaza and river access grounds and public toilet.

Contingency

The updated cost estimate contains a 15% contingency.

Community Goodwill

As this is a community driven project, there is a high probability that local contractors will be interested in being involved in this project and there could be reduced costs as a result of community goodwill.

It is therefore proposed that procurement of the project is run in conjunction with funding applications so that applications and final detailed design can be adjusted to suit.

Proposed Funding

Council staff and the Trust have updated external funding agencies on the revised approach. All external funders approached were in support of this staged model.

The updated proposed funding of this project is as follows:

Central Otago District Council	\$650,000	Funding approved via the Long-term Plan 2021-31.
Tourism Infrastructure Fund	\$325,000	Council managed application. Funding approved.
Central Lakes Trust	\$250,000	Council managed application. Funding application to be made in Jan/Feb 2024
Lotteries – Otago/Southland Regional Community grant	\$50,000	Trust managed application. Tagged to the Mana Whenua Art Installation. Application to be made early in 2024.
Otago Community Trust	\$185,000	Trust managed application. Application will be made last in April for the remaining funds.
TOTAL	\$1,400,000	

Further Options

The external funders approached reported that they are experiencing reduced funding and continued oversubscription of those funds.

If funding is not achieved at the levels anticipated above Council staff and the Trust have identified the following items that could be moved to a later stage:

- Number of toilet pans reduced from four to two with provision for another two-pan unit to be attached in the future.
- Reduce the specification in the plaza area from pavers to paint markings to define the area in the carpark and road.
- Mana Whenua Art Installation.

A staged approach will allow the key elements of the project (plaza area, access to the river) to be completed with additional elements to be added in future stages as additional funding is secured.

5. Options

Option 1 – (Recommended)

To approve the staged design for the Alexandra River Park Project and agrees to proceed with the project in accordance with Councils procurement policy, subject to available budget.

Advantages:

- This will enable the project to proceed as anticipated in the 2021-2031 Long term plan
- The space will be enhanced to become a community hub for Alexandra
- Aukaha are fully supportive of the project
- The community have indicated they are supportive of the project.

Disadvantages:

- No disadvantages have been identified.

Option 2

Agrees not to proceed with the development of the Alexandra River Park.

Advantages:

- Council will not be required to draw down the entire loan.

Disadvantages:

- Council will forfeit \$325,000 of Tourism Infrastructure Fund grant for the project
- This part of Alexandra will remain unchanged and not enhanced
- Expenditure that has already been committed will be lost without an outcome.

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 enhancing the lower end of Tarbert Street which will rejuvenate this underutilised community space.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	This project was highlighted in the 2021-2031 Long term plan as a key project for Alexandra.
Considerations as to sustainability, the environment and climate change impacts	The design of this space will be undertaken to ensure climate change impacts are considered.
Risks Analysis	There is a risk of high-water levels during construction period which may impact the project site. There is a risk of the construction costs exceeding available budget.
Significance, Consultation and Engagement (internal and external)	<p>Link to Significance and Engagement Policy. The 2021 – 2031 Long term plan highlighted the Alexandra River Park as a key Council project. During the consultation of the Long-Term Plan there was strong community support for the Riverside Park project.</p> <p>Council has engaged with the community on the concept plan for this project. Feedback received was considered through the developed design process.</p> <p>Immediately affected businesses and neighbours have been approached with no negative responses received.</p>

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7. Next Steps

- January 2024 Vincent Community Board approve the staged developed plan.
- January - June 2024 External funding and procurement.
- July 2024 Construction contracts executed.
- December 2024 Construction completed.

8. Attachments

- Appendix 1 - Alexandra River Park Draft Developed Design.**
- Appendix 2 - Alexandra River Park Revised (staged) Developed Design.**

Report author:

Reviewed and authorised by:




Gordon Bailey
 Parks and Recreation Manager
 10/01/2024

David Scoones
 Group Manager - Community Experience
 10/01/2024

26.2.4 ROAD STOPPING POLICY

Doc ID: 2737284

Report Author:	Alix Crosbie, Policy & Strategy Lead Zelda Zeelie, Statutory Property Team Leader Michelle Ridd, Statutory Property Officer
Reviewed and authorised by:	Louise Fleck, Group Manager - People and Culture, Acting Group Manager - Community Vision

1. Purpose

To consider providing feedback to staff on the proposed Road Stopping Policy.

Recommendations

That the report be received and its contents noted.

2. Discussion

The Road Stopping Policy was separated out from the Roothing Policy during the 2025-26 review.

This is due to the internal delegations involved – the Roothing Policy sits primarily with the Roothing team, whereas the Road Stopping Policy sits primarily with Property and Facilities. Both teams work together to process applications under either Policy.

The following table provides a comparison between the current provisions and the new proposed draft Road Stopping Policy.

The draft Policy is attached.

Topic	2015 Rooding Policy – Part 8	2026 Permanent Road Stopping Policy
Purpose & approach	Operational, procedural, focused on stopping and selling to adjoining owners.	Broader policy framework with clearer principles, objectives, and legislative alignment.
Scope	Implicit; applies to road stopping requests.	Explicit: Applies to <i>all</i> formed & unformed legal road reserve. Clarifies difference from temporary road closures.
Criteria for assessing applications	Detailed list; mainly physical, planning, and access considerations.	Expanded and modernised criteria including sustainability, climate, legal compliance, significance policy alignment, and risk analysis.
Statutory Process	Very prescriptive rules about when to use LGA vs PWA.	More flexible, emphasises case-by-case determination using LINZ standards.
Costs	Extensive detail (application fee, processing fee, survey, legal, LINZ, valuation, advertising, etc.).	Similar structure but updated to reference the current Fees & Charges Schedule and include consultant fees.
Objections	Follows Schedule 10 LGA; applicant pays costs.	Same process but describes the procedural logic more clearly; adds specific discontinuation rules.
Discontinuation rules	Not formally addressed.	Clear “before agreement / after agreement” rules.
Agreements	General reference only.	Full section detailing Agreement for Sale and Purchase and conditions.
Policy tone	Procedural, somewhat operational, narrow focus.	Strategic + operational; more legal compliance, governance, consistency, and risk-based assessment.

Member feedback is invited.

3. Attachments

Appendix 1 - Road Stopping Policy [↓](#)



Road Stopping Policy

Department:	Roading
Document ID:	<CentralDocs ID>
Approved by:	<Council resolution/CEO/ET and date>
Effective date:	<Month and year>
Next review:	<Month and year>

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1 Purpose:

To provide a clear framework for managing requests to permanently stop sections of legal road. Road stopping refers to the formal process of removing the legal road status from a piece of land and either amalgamating that parcel with an adjoining owner's existing title or, less frequently, creating a separate freehold title for the area of road that has been stopped. Once a road is legally stopped, the land may be sold, transferred, or retained for alternative purposes.

The process is governed by the Local Government Act 1974 (LGA) or the Public Works Act 1981 (PWA), with specific criteria determining which statutory pathway applies. Each road stopping request must be assessed individually, based on its own circumstances and merits. This policy outlines the recommended criteria to be considered for every application.

A road stopping may be initiated by the Council to support its policies or strategic objectives, or it may be initiated by an application from a third party.

When initiated by a third party, the applicant is responsible for all associated Council costs—including but not limited to legal, survey, valuation, and staff expenses. The applicant must also pay the current market value of the land to purchase the stopped road.

2 Principles and objectives:

The objectives of this policy are to:

- promote consistency in the processing of road stopping applications and in related decision-making,
- outline the criteria Council may, at its discretion, consider when determining whether a road should be stopped,
- support the identification of the appropriate statutory process for each situation and ensure compliance with legislative requirements,
- clarify responsibility for all costs associated with road stopping, and
- record the method by which the land will be valued.

Note: This policy sets out when fees and charges apply; however, specific amounts are detailed separately in the Council's Fees and Charges Schedule. Council reserves the right to apply charges for activities or circumstances not expressly covered in this policy.

3 Scope:

This policy applies to all road reserve under the control of the Central Otago District Council, including both formed and unformed (paper) legal roads. The term "road reserve" refers to the full legal width of the road (whether formed or unformed). The full legal width of the road reserve is always wider than the formed carriageway. The term "road" is used throughout this policy and is intended to refer to the full legal width of the road reserve.

Road stopping is distinct from a road *closure*. A road closure is a temporary measure, typically used to support road works, construction activity, or events. Temporary road closures are addressed separately in Section 5 of the CODC Roading Policy, titled *Temporary Road Closure for Events*.

4 Policy:

4.1 Policy Statement

When a section of road is legally stopped the land will be:

- sold to an adjoining landowner, or
- retained by Council for an alternative Council-determined use, or
- sold by Council on the open market

4.2 Application process

Adjoining landowners may apply to have a section of legal road stopped. Applications may relate to the full width of a road or only part of it. Partial road stopping requests commonly arise where an applicant seeks to address historical consenting oversights or unintentional encroachments—such as buildings, structures, or gardens extending into the legal road reserve.

Applicants must complete the prescribed application form and submit it to Council along with the required processing fee. Each application must include:

- the name and location of the road,
- whether the road is formed or unformed,
- the reasons for requesting the road stopping,
- details of any other properties that gain access from, or have frontage to, the road,
- information about any other known users of the road,
- confirmation that the applicant agrees to meet all costs associated with the road stopping process, including payment of the land's assessed value; and
- assistance from the applicant in obtaining adjoining landowner consents where these are required.

4.3 Evaluation of Application

Council staff will assess each application on a case-by-case basis and may use the criteria outlined in this policy to inform their decision-making. Staff will provide feedback to the applicant on the proposed recommendation to Council. If the preliminary recommendation is to decline the application, the applicant will be advised of the reasons and given the opportunity to withdraw or amend the application to address the requirements.

Road stopping proposals that would remove public access to other properties or to recreational areas—including lakes, rivers, and reserves—are unlikely to be supported unless the applicant can demonstrate that suitable alternative access can be provided and that there are good public policy reasons for removing the existing access.

Once an application is received, Council will undertake internal consultation to determine whether, from an operational perspective, the proposal should proceed. This assessment will be led by the Rooding Manager and will involve seeking input from relevant Council departments. Consideration will be given to transport, environmental, legal, and planning matters, the presence of utilities, and any other relevant factors.

4.4 Criteria Council may Consider

Item	Criteria that Council may consider
District Plan	Has the road been identified in the District Plan for any specific use or as a future road corridor?
Current Level of Use	Is the road used by members of the public for any reasons?
	Does it provide the only or most convenient means of access to any existing lots?
	Will stopping the road adversely affect the viability of any commercial activity or operation?
	Will any land become landlocked if the road is stopped?
Future Use	Will the road be needed to service future residential, commercial, industrial, or agricultural developments?
	Will the road be needed to service future, commercial, industrial, or agricultural developments?
Non-traffic Uses	Does the road have current or potential value for amenity functions, e.g., walkway, cycleway, recreational access, access to conservation or heritage areas, park land?
	Does the road have potential to be utilised by the Council for any other public work either now or potentially in the future?
	Does the road have significant landscape amenity value?
Access to Waterbody	Does the road provide access to a river, stream, lake or other waterbody?
	If so, there is a need to consider Section 345 of the Local Government Act, which requires that after stopping some land must be vested in Council as an esplanade reserve to ensure public access to the waterbody is maintained.
Infrastructure	Does the road currently contain any services or other infrastructure, such as electricity, telecommunications, irrigation, or other private infrastructure?
	Can the existing services or infrastructure be protected by easements?
Traffic Safety	Does the use of motor vehicles on the road constitute a danger or hazard?
Compliance	Does a decision to stop the road comply with the provisions and purpose of relevant legislation.
	Is a decision to stop the road consistent with other Council Plans and Policies? Such as the District Plan, Economic Development Strategy, etc.
Considerations as to sustainability, environment and climate change impacts	Will a decision to stop the road impact on sustainability, environment and climate change?
Risk Analysis	Is there any significant risk if the Road Stopping is approved.
Significance, Consultation and Engagement (internal and external)	Is a decision to stop the road in line with CODC Significance, Consultation and Engagement Policy?

4.5 Statutory Process

The following criteria are intended to ensure that Council consistently applies the appropriate statutory procedure for road stopping and to minimise, as far as practicable, the likelihood of decisions being contested.

Council may stop roads under the **Local Government Act 1974 (LGA or Public Works Act 1981 (PWA))** The appropriate statutory pathway must be determined on a case-by-case basis.

The Local Government Act 1974

Section 342 (1) of the LGA authorises Council to stop any road, or part of a road, within the district, provided the requirements of Section 342 (1)(a) and Schedule 10 are followed.

When applying this provision, Council may, at its discretion, consider any of the criteria listed in section 4.4 of this policy.

Once Council has resolved to proceed with a road stopping, it must complete all steps prescribed in Schedule 10 of the LGA. Schedule 10 prescribes that Council must publicly notify the proposed road stopping.

Where the road proposed to be stopped is located in a rural area, the consent of the Minister of Lands is required before the Schedule 10 process can commence, as set out in section 342(1) of the LGA.

This pathway is generally used where the proposed road stopping is a full width stopping. However, in certain circumstances where a full width stopping is proposed, it may still be possible to rely on the Public Works Act 1981 particularly if there are no public access issues in relation to the proposed stopping.

The Public Works Act 1981

Council may request that the Minister of Lands stop a road under the PWA where the circumstances justify this approach. Each case must be assessed individually. Council should refer to the LINZ *Standard for Stopping or Resumption of Road LINZS15002* (or any subsequent equivalent LINZ standard) when considering the use of the PWA.

Factors Council may consider when determining whether to request a road stopping under the PWA include:

- whether the road stopping is required for a public works purpose,
- whether the road stopping would restrict or remove access to other areas,
- whether the proposal is likely to be contentious, or
- any other relevant circumstances.

Council should also consider the criteria listed in section 4.4 of this policy when evaluating a road stopping under the PWA.

If the Minister of Lands declines a request to stop a road under the PWA, Council must revert to the LGA process should it wish to continue with the proposal.

4.6 Community Board and Council Consideration

Proposals to stop roads are referred to the relevant Community Board for its information and input. The Board's recommendation is then forwarded to Council for a decision.

Both the Community Board and Council will receive a report prepared by Council staff outlining the assessment of the proposal against the evaluation criteria, the statutory process required, and a recommendation on whether the proposal should proceed or be declined.

4.7 Cost and Fees

Where a road stopping is initiated by Council, all associated costs and expenses—including Council staff time—will be funded by the Business Unit initiating the process.

Where a road stopping is initiated by any other party, that party is responsible for all costs and expenses incurred throughout the process, as determined by Council. These costs may include but are not limited to consultant fees, legal and survey expenses, valuation costs, and Council staff time.

Council may, at its discretion, determine that a proposed road stopping provides a public benefit and agree to share costs with the applicant in proportions it considers appropriate. Cost-sharing will generally only be considered where a formed road is located on private property, and the road stopping is being undertaken alongside the legalisation of the existing road alignment. Applicants seeking a Council contribution must clearly indicate this in their application.

Council may not commence any road stopping procedure until it has received a written agreement from the applicant confirming their commitment to pay all associated costs and expenses.

The costs and expenses associated with the road stopping process may include, but are not limited to:

4.7.1 Application Fee

An application fee, set in accordance with Council's current Fees and Charges Schedule, must accompany any road stopping application submitted to Council (unless the application is made by a Council Business Unit).

This fee covers the administrative costs incurred by Council in assessing the application, including staff time required to evaluate it in accordance with this policy.

The application fee is reviewed and adopted as part of Council's Annual Plan.

4.7.2 Processing Fee

If the applicant chooses to proceed with the road stopping application following Council staff's evaluation and the preparation and presentation of the initial report to the relevant Community Board and Council, a further non-refundable fee—set in accordance with Council's current Fees and Charges Schedule—will become due and payable.

This fee covers the staff time required to process the application from that stage onward.

4.7.3 Consultant Fees

Consultant time and any associated fees incurred in evaluating and processing the application will be charged to the applicant.

4.7.4 Other Cost

Other costs and expenses that the applicant will be required to meet if the road stopping application proceeds include, but are not limited to:

4.7.4.1 Survey Cost

Includes identification and investigations of the site and professional fees associated with the compilation of a survey office plan.

4.7.4.2 Consent Cost

Any costs associated with obtaining the necessary consents for the proposal, including (but not limited to) consent from the Minister of Lands.

4.7.4.3 Public Advertising Cost

Includes the costs associated with public notice requirements as prescribed under Schedule 10 of the LGA.

4.7.4.4 Valuation Cost

The costs of obtaining an independent registered valuation of the proposed stopped road, including any additional expenses arising from further discussions with the valuer as a result of the applicant querying the valuation.

4.7.4.5 Legal Fees

The applicant is responsible for their own legal costs, as well as any legal costs incurred by Council, including (but not limited to) the preparation of an Agreement for Sale and Purchase and the settlement of the transaction.

4.7.4.6 Cost of Court and Hearing Proceedings

Pursuant to Schedule 10 of the LGA, if objections are received to a road stopping application and the matter is referred to the Environment Court for determination, the applicant must meet all Council legal and related costs arising from those proceedings.

4.7.4.7 Market Value of Stopped Road (Purchase price)

In addition to the administrative and staff costs associated with a road stopping, the applicant must pay Council the current market value of the stopped road, as determined by a registered valuer appointed by Council. For the purposes of this clause, “**current market value**” refers to the value based on the land’s highest and best use, including any additional value the stopped road contributes to the adjoining land with which it will be amalgamated.

4.7.4.8 Accredited Agent Fees

Includes any professional or other fees incurred as a result of required gazettal actions, as well as any applicable Land Information New Zealand (LINZ) fees.

4.8 Objections

If an objection is received during the public consultation process under the LGA, the procedures set out in Schedule 10 for managing objections must be followed.

If Council accepts the objection, the road stopping process will cease, and the road cannot be stopped.

If Council does not accept the objection, the proposal must be referred to the Environment Court for determination. The applicant is responsible for all costs associated with defending Council’s decision before the Court.

Where an objection is received, the applicant will be given the opportunity to review the objection and decide whether they wish to continue and meet the costs associated with consideration of the objection by both Council and the Environment Court.

4.9 Discontinuation

Before Agreement

Council's rights

- May discontinue the road stopping application process.
- May exercise discretion not to proceed further.

Applicant's rights and obligations

- May discontinue the road stopping process.
- Must pay all costs payable to Council under this Policy if they choose to discontinue.

After Agreement

Once Council and the applicant enter into an Agreement for Sale and Purchase for the underlying land, their relationship is a contractual one and obligations are governed by the terms and conditions of that Agreement for Sale and Purchase.

4.10 Agreement

When a third-party road stopping application is accepted by Council, the applicant will be required to enter into an Agreement for Sale and Purchase with Council.

The agreement may include terms and conditions such as:

- A requirement that the agreement is subject to obtaining approval from the Minister of Lands, if applicable
- Confirmation that the road stopping process will not commence until both parties have signed the agreement
- An obligation for the applicant to pay all costs incurred by Council up to that point and through to the conclusion of the road stopping before the road stopping can proceed
- Any additional terms and conditions that Council considers appropriate, at its discretion including but not limited to terms that give Council the authority to give effect to undertaking the actions required to complete the road stopping including amalgamating the stopped section of road with an owner's adjoining title or arranging for the issue of a separate freehold title.

5 Relevant legislation

- Local Government Act 1974
- Public Works Act 1981

6 MAYOR'S REPORT

26.2.5 MAYOR'S REPORT

Doc ID: 2678164

1. Purpose

To consider an update from Her Worship the Mayor.

Recommendations

That the Vincent 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: 2678219

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: 2683326

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: 2686440

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

Update on Trading in Public Places Bylaw

The Regulatory Services Manager and Policy & Strategy Lead are working through the technical components with Planning presently. They estimate 2-3 months to finalise the draft proposal and take it through the governance processes for consultation. It remains on track to be in place by next summer.

Work on the Trading in Public Places Bylaw has resumed after a delay, due to both hiring a new Regulatory Services Manager and seeking legal advice from General Counsel on some aspects of the proposal. The decision has been made to split the Bylaw into two documents – a short Bylaw that covers only essential Bylaw elements, and a longer Policy/guidance document with the additional detail.

Update on Trading in Public Places Bylaw

CAPEX report for Little Valley Bridge (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 for Little Valley Bridge Project [↓](#)

Appendix 2 - Status Updates [↓](#)

Bridge 191 - Little Valley Road Deck/Beam Replacement Project – CAPEX Update #4

Project Start: August 2024	Project Completion: July 2026	Funding Source(s): 2024-27 LTP	Project Stage: Construct
Executive Sponsor: Quinton Penniall	Project Owner: Quinton Penniall	Programme Manager: Paul Fleet	Project Manager/PM Support: Josh von Pein/Holly Laverick
Key Stakeholders: Emergency Services, Residents, LINZ, Contact (hydro), Little Valley Farms/Stations, CODC (3Waters & Waste), ORC, Central Otago Rail Trail Users			
Key Project Deliverables			
<p>To replace all timber deck elements of the Little Valley Road Bridge, to ensure reliable Class 1 heavy vehicle access. This includes:</p> <ul style="list-style-type: none"> Replacement of beams, deck and railings. Construction of an alternative route via Linger & Die Park/Graveyard Gully Road, including a temporary Bailey Bridge & associated approach roading. LVB Bridge Posting reduction to 29,000kg gross limit in the interim. 			
Status Update – Report 2		Next Steps	
<ol style="list-style-type: none"> 1. Project start has been delayed due to timber supply issues. Delivery has now been confirmed for early April. Our contractor has revised their methodology and programme with scaffolding and demolition of the old timber components now front loaded in their programme. 2. Works commenced the week of 16th February 2026. 3. Installation of a temporary pedestrian/cycle scaffold walkway has been confirmed. This will provide full access for walking and cycling over the duration of the works. Work has commenced on the installation of this. 4. Due date for completion 30th June 2026. 5. Our 3 Waters Team have confirmed they do not require the provision of pipework on the bridge. 6. Project updates will be communicated via the CODC Website project page. 		<ol style="list-style-type: none"> 1. Ongoing general community and stakeholder communications and updates. 2. On going construction monitoring. 3. Financial monitoring and reporting. 	
Project Health			
Flag	Previous Status	Current Status	Status Description
Overall Status	G	G	With timber supply now confirmed and a revised methodology and programme the project is still on target
Finances	G	G	With variations confirmed and the Bailey Bridge completed the project is still on target to meet budget.
Risks	A	A	Delays with delivery of key timber components for the bridge works potentially affecting programme delivery.

Bridge 191 - Little Valley Road Deck/Beam Replacement Project – CAPEX Update #3

Issues	G	A	3-week delay to programme start due to additional scaffold work and timber supply delays
Resources	G	G	All required resources are available, both internally and externally
Key Milestones	G	G	Timber ordered. Temporary pedestrian scaffold confirmed. Final construction programme confirmed.
Health and Safety	G	G	Nothing to report.
Scope	A	G	3 Waters pipe installation still to be confirmed.
Communications	G	G	Ongoing. Communication updates will be provided as the project progress.

Project Risk Analysis – Key Rated Risks

Flag	Risk Name	Status Comments
G	Health & Safety during the works; working at height, heavy machinery, interface with other road users	Nothing to report.
A	Exceeding allocated total project cost of \$3.55M	Total project forecast including contingency and variations is within budget. Financial controls include monthly project financial forecasting.
A	Delay with timber delivery	Weekly progress meetings and updates with Breen Construction including programme risk discussions and impacts.
A	Resident complaints with increased traffic/noise on River Street and Graveyard Gully Road	Our communications plan will ensure stakeholders are well informed and understand the impact and duration of the works.

Status Updates	Committee: Vincent Community Board
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Meeting	Report Title	Resolution No	Resolution	Officer	Status
3/02/2026	Attendance at the Zone 5&6 Conference	26.1.7	That the Vincent Community Board A. Receives the report and accepts the level of significance. B. Recommends to Council to approve Karla Sanders attendance at the Zone 5 & 6 Conference in Christchurch.	Governance Manager	02 Mar 2026 Approved by Council at the meeting on 25 February. Conference attendance booked. MATTER CLOSED. 02 Mar 2026 Action memo sent to report writer.
3/02/2026	Appointments to Sub-committees and Other Community Organisations	26.1.6	That the Vincent Community Board A. Receives the report and accepts the level of significance. B. Appoints the following community board representatives as liaisons for the 2025–2028 triennium: <input type="checkbox"/> Alexandra District Museum Inc: Martin McPherson <input type="checkbox"/> Clyde Historical Museum Committee: Tony Hammington C. Agrees to trial a transition from individual member appointments for other organisations to a sector-wide engagement model. D. Appoints Karla Sanders and Jim Moffitt to lead the development and delivery of these meetings during the 2026 trial period. E. Reaffirms its ongoing support for all community organisations and invites feedback from any group regarding this trial model. F. Directs the Chief Executive to communicate these decisions to the relevant groups.	Governance Manager	02 Mar 2026 All groups have now been communicated with. MATTER CLOSED. 02 Mar 2026 Action memo sent to report writer.

3/02/2026	Alexandra Golf Club Shed	26.1.5	<p>That the Vincent Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Recommends to Council to approve in principle, consent of the Minister of Conservation (pursuant to delegated authority), to the erection of a relocated greenkeepers storage shed on Recreation Reserve, Alexandra Golf Course, 118 Clyde-Alexandra Road, Alexandra), in accordance with Section 54(1) of the Reserves Act 1977.</p> <p>C. Recommends to Council, on the condition that a variation to the original 1984 Lease agreement with the Alexandra Golf Club is executed by the parties to include the new shed as a listed improvement on the premises and additionally to insert the standard clauses for the removal of improvements at termination of the lease that are currently not provided for in the 1984 lease</p> <p>D. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.</p>	Property and Facilities Officer Vincent and Teviot Valley	<p>03 Mar 2026 Approved at Council on 25 February 2026. MATTER CLOSED. 19 Feb 2026 To be presented to Council for final decision on 25th February.</p>
3/02/2026	Granting Of New Lease To Netball Centre Incorporated At Molyneux Park Recreational Reserve	26.1.4	<p>That the Vincent Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Recommends to Council to grant (pursuant to the Instrument of Delegation dated 12 June 2013) the Minister of Conservation's consent in terms of Section 54 (1) of the Reserves Act 1977 to granting of a lease to the Netball Centre on leased areas indicated on Figure 2 of the report of the Molyneux Park Recreational Reserve, being 7,304 m2 more or less legally described as being all of Lot 3 DP 21404 contained in Record of Title OT13B/231 and part of Lot 2 DP 21404, contained in record of Title OT13B/230 on the following terms and conditions:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Commencement Date: 1 July 2023 <input type="checkbox"/> Term: Fifteen (15) Years 	Statutory Property Team Leader	<p>03 Mar 2026 Approved at Council on 25 February 2026. MATTER CLOSED. 03 Mar 2026 Action memo sent to report writer.</p>

			<ul style="list-style-type: none"> <input type="checkbox"/> Right of Renewal: One (1) right of renewal for another Fifteen (15) years <input type="checkbox"/> Rental: \$260 Plus GST per annum <input type="checkbox"/> Rent review frequency every Five (5) years <input type="checkbox"/> Rent review dates: 1 July 2028, 1 July 2033, 1 July 2038, 1 July 2043, and 1 July 2048 <input type="checkbox"/> Outgoings 100% <input type="checkbox"/> Final Expiry Date: 30 June 2053 <input type="checkbox"/> Cancellation Clause: Five (5) years advanced notice of cancellation. <p>C. Authorises the Chief Executive to all that is necessary to give effect to the resolution.</p>		
18/11/2025	Aronui Dam	25.8.5	<p>A. That the report be received and its contents noted.</p> <p>B. Recommends to Council that funding for appropriate risk assessments, including a dam break assessment be considered in the 2027 – 2037 Long-term Plan.</p> <p>C. Recommend to Council the removal of the raupō, to achieve a similar state as 2015 (including a small area set aside for the breeding of the water fowl) be considered in the 2027 – 2037 Long-term Plan.</p> <p>D. Recommends that the Council work with 'Friends of Aronui Dam' regarding ongoing maintenance funding should be considered for inclusion in the 2027 – 2037 Long-term Plan.</p>	Parks and Recreation Manager	<p>3 Mar 2026 Will be included for consideration into the Long-term Plan for 2027 - 37. MATTER CLOSED.</p> <p>14 Jan 2026 Action memo sent to report writer.</p>
18/11/2025	Tree Removal State Highway 8 Alexandra.	25.8.4	<p>That the Vincent Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Authorises that the Community is consulted, in line with Councils Tree Policy, on the proposal to</p>	Parks and Recreation Manager	<p>20 Jan 2026 Submission period planned for April. Work in progress.</p> <p>20 Jan 2026 Action memo sent to report writer.</p>

			<p>remove thirty-six poplar <i>Populus nigra</i> (Black Poplar) trees along State Highway 8 Alexandra.</p> <p>C. Agrees that the Vincent Community Board consider all submissions received.</p> <p>D. Agrees that following the hearing of submissions the Vincent Community Board provides a recommendation to Council for its consideration.</p> <p>E. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.</p>		
18/11/2025	Centrepont Carpark Trees	25.8.3	<p>That the Vincent Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Recommends to Council that the four <i>Fraxinus angustifolia</i> subsp. <i>oxycarpa</i> 'Raywood'– Claret Ash trees are removed prior to autumn 2026 from the Centrepont carpark Alexandra.</p> <p>C. Recommends that a suitable landscaping plan is actioned.</p> <p>D. Recommends that this work is carried out in accordance with Section 4.3 of the Tree Policy.</p> <p>E. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.</p>	Parks and Recreation Manager	<p>05 Mar 2026 Date for removal still to be confirmed. Due Autumn 2026.</p> <p>20 Jan 2026 Matter was heard at the December Council meeting. It was agreed that the trees should be removed and a suitable replacement planting scheme is actioned.</p> <p>20 Jan 2026 Action memo sent to report writer.</p>
8/09/2025	2025/26 Community and Events and Promotions Grants Applications - 1st Funding Round	25.6.3	<p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves a grant of \$5,000 To Thymed Events NZ for the Clyde Classic 2025 event costs specified in the application – being kids entertainment, videographer, traffic management, DOC Concession.</p> <p>C. Approves a grant of \$2,500 To Thymed Events NZ for the Alexandra Airport Carousel Back Yard Ultra event costs as specified in the application –</p>	Media and Marketing Manager	<p>03 Mar 2026 The mural will be painted in March and the grant is expected to be paid over the next couple of weeks.</p> <p>15 Jan 2026 Grants have been paid out to all recipients, other than for the Juniper Close mural. The mural artist anticipates returning from maternity leave and completing the mural in Feb / March 2026.</p> <p>06 Nov 2025</p>

			<p>being Timing and Travel, MC and Travel, Marketing, Photographer, medals, hot tub.</p> <p>D. Approves a grant of \$2,700 To Mountain Bikers of Alexandra for the Linger and Die Enduro Event 2025 event costs specified in the application – being kids medic support – Peak Safety.</p> <p>E. Notes that is each grants recipient’s responsibility to obtain and/or have in place the appropriate consents, plans and licences (including resource consent, health and safety plans etc) as required by legislations, agencies, property owners and/or individuals to undertake the project.</p>		<p>Council approved the use of the Reserve Fund to increase the grant amount as per the resolution. All recipients have been informed of the outcome and grants have been paid to the Alexandra Pipe Band, Clyde Museum, ACAN, the Dunstan Equestrian Centre, Central Stories and the Alexandra Toy Library. Purchase orders have been sent to Keep Alex and Clyde Beautiful and Puna Rangatahi. The artist for the Juniper Close mural is currently on maternity leave and will complete the mural in Feb / March 2026.</p>
29/07/2025	Road Stopping Adjacent to 34 Mutton Town Road - Mutton Town Limited	25.5.2	<p>That the Vincent 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 legal road, as shown in Figure 3 (the Scheme Plan), in accordance with the provisions of the Public Works Act 1981, subject to:</p> <ul style="list-style-type: none"> <input type="checkbox"/> The proposed marked ‘Section 1’ on the Scheme Plan as shown in Figure 3 of the report being stopped and amalgamated with Record of Title OT 9B/1133. <input type="checkbox"/> The stopping and legislation being approved by the Minister of Lands. <input type="checkbox"/> The final survey plan being approved by the Chief Executive. <input type="checkbox"/> The owner of 34 Mutton Town Road pays all the cost in relation to the road stopping. <p>C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.</p>	Statutory Property Team Leader	<p>3 Mar 2026 No further update.</p> <p>11 Feb 2026 No further progress to report at this stage.</p> <p>09 Jan 2026 No further progress to report.</p> <p>03 Dec 2025 A meeting has been scheduled with The Property Group to inform staff of the result of their evaluation and to advise on the way forward.</p> <p>05 Nov 2025 Further valuations needed to be obtained to compare with other Mutton Road Stopping. This is being evaluated before final value can be established. After this the procedures to complete will commence.</p> <p>07 Oct 2025 Road Stopping procedures still being worked through.</p> <p>25 Aug 2025</p>

					<p>Valuation of land has been obtained and draft SO plan prepared. These are being reviewed before proceeding with the approval of the SO plan and referral to the Council Solicitors for preparation of the Sales and Purchase agreements and LINZ approval to be obtained.</p> <p>21 Aug 2025 Action memo sent to report writer.</p>
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10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 28 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
26.2.9 - Market Valuation and Freehold Ground Lease at Dunstan Road, Alexandra	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	To enable commercial or industrial negotiations
