

## **AGENDA**

# Ordinary Council Meeting Wednesday, 31 May 2023

Date: Wednesday, 31 May 2023

Time: 10.30 am

Location: Ngā Hau e Whā, William Fraser Building,

1 Dunorling Street, Alexandra

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

Louise van der Voort Interim Chief Executive Officer

Notice is hereby given that a Council Meeting will be held in Ngā Hau e Whā, William Fraser Building, , 1 Dunorling Street, Alexandra and live streamed via Microsoft Teams on Wednesday, 31 May 2023 at 10.30 am. The link to the live stream will be available on the Central Otago District Council's website.

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#### **Members**

His Worship the Mayor T Cadogan (Chairperson), Cr N Gillespie, Cr T Alley, Cr S Browne, Cr L Claridge, Cr I Cooney, Cr S Duncan, Cr S Feinerman, Cr C Laws, Cr N McKinlay, Cr M McPherson, Cr T Paterson

In Attendence L van der Voort (Acting Chief Executive Officer), L Fleck (General Manager -People and Culture), S Righarts (Group Manager - Business Support), D Rushbrook (Group Manager - Community Vision), D Scoones (Group Manager - Community Experience), M De Cort (Communications Coordinator), W McEnteer (Governance Manager)

- 1 **APOLOGIES**
- 2 **PUBLIC FORUM**
- 3 **CONFIRMATION OF MINUTES**

Ordinary Council Meeting - 19 April 2023

## MINUTES OF A COUNCIL MEETING OF THE CENTRAL OTAGO DISTRICT COUNCIL HELD AT NGĀ HAU E WHĀ, WILLIAM FRASER BUILDING, 1 DUNORLING STREET, ALEXANDRA

## AND LIVE STREAMED VIA MICROSOFT TEAMS ON WEDNESDAY, 19 APRIL 2023 COMMENCING AT 10.30 AM

**PRESENT:** His Worship the Mayor T Cadogan, Cr N Gillespie, Cr T Alley, Cr S Browne,

Cr L Claridge, Cr S Duncan, Cr S Feinerman (via Microsoft Teams),

Cr C Laws, Cr N McKinlay, Cr T Paterson

**IN ATTENDANCE:** L van der Voort (Acting Chief Executive Officer – via Microsoft Teams),

L Fleck (General Manager - People and Culture via Microsoft Teams), S Righarts (Group Manager - Business Support via Microsoft Teams), D Rushbrook (Group Manager - Community Vision), D Scoones (Group Manager - Community Experience), S Finlay (Chief Financial Officer – Contractor), J Muir (Three Waters Director), G Bailey (Parks and Recreation Manager), Q Penniall (Infrastructure Manager), M Hardman (Roading Asset Manager), L Stronach (Team Leader – Statutory Property), C Green

(Infrastructure Financial Officer), N Lanham (Economic Development Manager), M Tohill (Communications Support) and R Williams (Community

Development Officer)

#### 1 APOLOGIES

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#### **RESOLUTION**

Moved: Alley Seconded: Paterson

That the apologies received from Crs Cooney and McPherson be received and accepted.

CARRIED

Note: Cr Browne opened the meeting with a karakia.

#### 2 PUBLIC FORUM

Sharyn and Noel Miller – Application for a Road Stopping in Branxholm Street, Roxburgh.

Mr and Mrs Miller spoke to their application to stop a piece of road on Branxholm Street, Roxburgh. They then responded to questions.

<u>Note:</u> Proceedings were interrupted when the Mayor noted that a member of the public was taking photographs during the public forum. The Mayor advised that person that prior permission was required from the Chair and that he would ask him to leave if he did it again.

#### 3 CONFIRMATION OF MINUTES

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#### **RESOLUTION**

Moved: Alley Seconded: Paterson

That the public minutes of the Ordinary Council Meeting held on 30 March 2023 be confirmed as a true and correct record.

CARRIED

#### 4 DECLARATION OF INTEREST

Members were reminded of their obligations in respect of declaring any interests. Crs Gillespie and Laws declared an interest in item 23.4.3. They did not take part in the discussion or vote on the item.

#### 5 REPORTS

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

#### 23.4.2 APPLICATION TO STOP PART OF BRANXHOLM STREET

To consider an application to stop an unformed section of Branxholm Street, to legalise an historic encroachment, in accordance with the provisions of the Public Works Act 1981.

With the leave of the meeting, it was **AGREED** to let the item lie on the table, pending further investigation into when the road was originally surveyed. Specifically, whether the road reserve was defined prior to the house being built.

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<u>Note</u>: The Mayor advised the member of the public taking photographs that he was now free to take photographs if he wished to do so, clarifying that it was not appropriate to take photographs while members of the public are presented to the meeting.

Note: Crs Gillespie and Laws declared an interest in item 23.4.3. They did not take part in the discussion or vote on the item.

## 23.4.3 RATIFICATION OF RESOLUTION 23.2.4 (PROPOSAL TO DISPOSE OF LAND TO WAKA KOTAHI NEW ZEALAND TRANSPORT AGENCY).

To consider ratifying the proposal to dispose of approximately 1,740 square metres of Record of Title OT13B/86, to Waka Kotahi New Zealand Transport Agency.

#### **RESOLUTION**

Moved: Cadogan Seconded: McKinlay

That the Council

- A. Receives the report and accepts the level of significance.
- B. Agrees to ratify Resolution 22.4.4 of the Cromwell Community Board, to:

Uphold the Community Board resolution of 21 June 2022 to dispose of approximately 1,740 square metres of Record of Title OT13B/860 to Waka Kotahi New Zealand Transport Agency for \$118,000 (One Hundred and Eighteen Thousand Dollars) plus GST (if any).

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

**CARRIED** 

## 23.4.4 REQUEST FOR ADDITIONAL MAINTENANCE FUNDING TO MAXIMISE WAKA KOTAHI SUBSIDY

To consider funding additional roading maintenance expenditure to maximise Waka Kotahi's cost sharing contribution.

Roading reserves and General reserves have to date been presented together. Future transfers will be itemised and reported back to the Audit & Risk committee as in part C of the resolution.

#### RESOLUTION

Moved: Paterson Seconded: Alley

That the Council

- A. Receives the report and accepts the level of significance.
- B. Approves increasing the 2022/23 subsidised roading maintenance budget by an additional \$512,674, recognising council's contribution will be \$251,210.
- C. Resolves to request staff to investigate the make up of the General reserves account to ensure transfers are occurring as per expectations and report back to the Audit & Risk Committee.

CARRIED

Note: Cr McKinlay assumed the Chair as the Three Waters and Waste portfolio lead.

#### 23.4.5 INCREASED SAMPLING COST TO MEET NEW DRINKING WATER RULES

To consider additional costs of water sampling to meet the new drinking water rules.

Discussions followed on what effect the increased standards and monitoring would have on rates and how these cost increases will be presented in the LTP.

#### **RESOLUTION**

Moved: Laws Seconded: Claridge

That the Council

- A. Receives the report and accepts the level of significance.
- B. Notes that new Drinking Water Quality Assurance Rules came into force on 14 November 2022, and that those rules include new monitoring and sampling requirements for drinking water.
- C. Approves an increase in the water supply operational budget for 2022/23 to reflect these new requirements by \$181,093.15.
- D. Approves an increase in the water supply operational budget for 2023/24 to reflect these new requirements by \$310,445.40.

Council Meeting Age	nda	31 May 2023
		CARRIED
Note: Cr Alley assum	ned the Chair as the Community Vision and Experience portfolio	lead.
23.4.6 ELDERL	Y PERSONS HOUSING RENT REVIEW	
="	act of the rent review for Council's Elderly Persons Units for 202	
RESOLUTION		
	ncan	
That the report be re-	ceived.	0400150
		CARRIED
23.4.7 ECONOM	MIC DEVELOPMENT WORK PROGRAMME PROGRESS REP	ORT
2022, and to outline t	e on the implementation of the Economic Development Work Prothe annual Economic Development Work Programme for 2023.	ogramme for
RESOLUTION		
	erson	
	ncan	
That the report be re-	ceived.	
		CARRIED
Note: Cr McKinlay let	ft the room at 11.33 am and returned at 11.38 am.	
<del></del>	e Mayor resumed the Chair.	
Note: The Worship th	e mayor resumed the origin.	
23.4.8 PUBLIC	TOILET POLICY	
To consider approvin	ng the Public Toilet Policy for a three-year cycle.	
RESOLUTION		
	dogan	
Seconded: Alle That the Council	<b>Э</b> У	
THALLIE COUNCIL		

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

CARRIED

#### 23.4.9 WILDING CONIFER CONTROL POLICY

To amend the Wilding Conifer Control Policy.

#### RESOLUTION

Moved: **Paterson** Seconded: **Duncan** 

That the Council

- A. Receives the report and accepts the level of significance.
- B. Amends the Wilding Conifer Control Policy.

CARRIED with Cr Claridge recording her vote against

#### 23.4.10 PROCESS FOR THE APPOINTMENT OF AN AUDIT AND RISK CHAIR

To seek agreement on the process to appoint an independent chair to the Audit and Risk Committee.

#### **RESOLUTION**

Moved: **McKinlay** Seconded: Duncan

That the Council

- Receives the report and accepts the level of significance. A.
- Agrees to seek applications for the independent chair of the Audit and Risk Committee. В.
- C. Appoints His Worship the Mayor and Cr Paterson as a member of the Audit and Risk Committee to the appointment panel, along with the Group Manager – Business Support, as the Acting Chief Executive's appointment.
- D. Agrees that the appointment panel will recommend a preferred candidate to Council for final approval.

**CARRIED** 

### **UPDATE TO THE REGISTER OF DELEGATIONS**

To consider an update to the Register of Delegations.

During discussion it was agreed that the names of appointees should be included in the delegations, as appropriate. It was also suggested that a first principles review of the register take place when the work programme allowed.

#### RESOLUTION

23.4.11

Gillespie Moved: Seconded: **Alley** 

That the Council

- A. Receives the report and accepts the level of significance.
- B. Notes the proposed changes to the Register of Delegations with the inclusion of names of appointees as appropriate.
- C. Adopts the updated Register of Delegations, to come into effect on 20 April 2023.

CARRIED

#### 6 MAYOR'S REPORT

#### 23.4.12 MAYOR'S REPORT

His Worship the Mayor gave an update on his activities and issues of interest since the last meeting.

As part of his report, the Mayor acknowledged the work done by Sanchia Jacobs as the Chief Executive Officer and wished her all the best for her future role.

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#### RESOLUTION

Moved: Cadogan Seconded: Gillespie

That the Council receives the report.

**CARRIED** 

#### 7 STATUS REPORTS

#### 23.4.13 APRIL 2023 GOVERNANCE REPORT

To report on items of general interest, receive minutes and updates from key organisations, consider Council's forward work programme, business plan and status report updates.

It was requested that the report be amended to be presented in reverse chronological order.

\_\_\_\_\_\_

#### **RESOLUTION**

Moved: Browne Seconded: Alley

That the Council receives the report.

CARRIED

#### 8 COMMUNITY BOARD MINUTES

## 23.4.14 MINUTES OF THE MANIOTOTO COMMUNITY BOARD MEETING HELD ON 16 MARCH 2023

#### **RESOLUTION**

Moved: Alley

Seconded: McKinlay

That the unconfirmed Minutes of the Maniototo Community Board Meeting held on 16 March 2023 be noted.

**CARRIED** 

23.4.15 MINUTES OF THE VINCENT COMMUNITY BOARD MEETING HELD ON 21 MARCH

2023

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#### **RESOLUTION**

Moved: Alley Seconded: McKinlay

That the unconfirmed Minutes of the Vincent Community Board Meeting held on 21 March 2023 be noted.

**CARRIED** 

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23.4.16 MINUTES OF THE CROMWELL COMMUNITY BOARD MEETING HELD ON 22 MARCH 2023

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#### **RESOLUTION**

Moved: Alley Seconded: McKinlay

That the unconfirmed Minutes of the Cromwell Community Board Meeting held on 22 March 2023 be noted.

**CARRIED** 

23.4.17 MINUTES OF THE TEVIOT VALLEY COMMUNITY BOARD MEETING HELD ON 23 MARCH 2023

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#### **RESOLUTION**

Moved: Alley Seconded: McKinlay

That the unconfirmed Minutes of the Teviot Valley Community Board Meeting held on 23 March 2023 be noted.

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**CARRIED** 

#### 9 COMMITTEE MINUTES

23.4.18 MINUTES OF THE AUDIT AND RISK COMMITTEE MEETING HELD ON 24 MARCH

2023

#### **RESOLUTION**

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Moved: Alley Seconded: McKinlay

That the unconfirmed Minutes of the Audit and Risk Committee Meeting held on 24 March 2023 be noted.

**CARRIED** 

#### 10 DATE OF NEXT MEETING

The date of the next scheduled meeting is 31 May 2023.

#### 11 RESOLUTION TO EXCLUDE THE PUBLIC

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#### RESOLUTION

Moved: Cadogan Seconded: Paterson

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	Ground(s) under section 48 for the passing of this resolution
Confidential Minutes of Ordinary Council Meeting	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
23.4.19 - Alexandra Airport Commercial Hangar Site Request	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities  s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
23.4.20 - Water Services Update on Compliance Status	s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for

		withholding would ovict wader
		withholding would exist under section 6 or section 7
23.4.21 - Proposal to revoke Resolution	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)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
23.4.22 - Strategic Risk Register Report	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)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
23.4.23 - April 2023 Confidential Governance Report	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons 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)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
23.4.24 - Confidential Minutes of the Vincent Community Board Meeting held on 21 March 2023	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)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
23.4.25 - Confidential Minutes of the Cromwell Community Board Meeting held on 22 March 2023	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)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
23.4.26 - Confidential Minutes of the Teviot Valley Community Board Meeting held on 23 March 2023	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)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
23.4.27 - Confidential Minutes of the Audit and Risk	s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting

## Committee Meeting held on 24 March 2023

subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest

s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege

s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

s7(2)(j) - the withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage

would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

CARRIED

The public were excluded at 12.05pm and the meeting adjourned for lunch until 12.43pm, when it resumed in non-public. The meeting closed at 1.45pm.



#### 4 DECLARATION OF INTEREST

23.5.1 DECLARATIONS OF INTEREST REGISTER

Doc ID: 655767

#### 1. Purpose

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

#### 2. Attachments

Appendix 1 - Council Declarations of Interest <a>J</a>

Name	Member's Declared Interests	Spouse/Partner's Declared Interests	Council Appointments
Sarah Browne	Anderson Browne Construction and Development (Director and Shareholder) Infinite Energy Ltd (Shareholder) Central Otago Sports Turf Trust (Trustee) Central Football and Multisport Turf Trust (Trustee)	Anderson Browne Construction and Development (Director and Shareholder) Infinite Energy Ltd (Employee)	Cromwell Youth Trust Tarras Community Plan Group
Tim Cadogan	Business South Central Otago Advisory Group (member) Alexandra Squash Club (member)	Two Paddocks (employee) Alexandra Blossom Festival (committee)	Manuherekia Exemplar Group Eden Hore Steering Committee Major Projects Reference Group Airport Reference Group
Lynley Claridge	Affinity Funerals (Director)	Affinity Funerals (Shareholder)	
Ian Cooney	Monteith's Brew Bar (Manager)		
Stuart Duncan	Penvose Farms - Wedderburn Cottages and Farm at Wedderburn (shareholder) Penvose Investments - Dairy Farm at Patearoa (shareholder) Fire and Emergency New Zealand (member) JD Pat Ltd (Shareholder and Director)	Penvose Farms - Wedderburn Cottages and Farm at Wedderburn (shareholder) Penvose Investments - Dairy Farm at Patearoa (shareholder)	Otago Regional Transport Committee Maniototo Ice Rink Committee Maniototo Curling International Inc
Sally Feinerman	Feinerman's Ltd, 109 Scotland Street (Owner / Director) Roxburgh Pool Committee (Chair) Sally Feinerman Trust (Trustee) Feinerman Family Trust (Trustee) MPI Teviot Valley Community Hubs group	Breen Construction (employee / builder)	Ida MacDonald Charitable Trust Teviot Prospects

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Neil Gillespie	Contact Energy (Senior Specialist - Hydro Sustainability) Clyde & Districts Emergency Rescue Trust (Secretary and Trustee) Cromwell Volunteer Fire Brigade (Chief Fire Officer) Cromwell Bowling Club (patron) Otago Local Advisory Committee - Fire Emergency New Zealand Returned Services Association (Member)		Tarras Hall Committee
Cheryl Laws	The Message (Director)Wishart Family Trust (Trustee)Wooing Tree (Assistant Manager - Cellar Door)Daffodil Day Cromwell Coordinator	Otago Regional Council (Councillor)The Message (Director)	Cromwell Resource Centre TrustOld Cromwell Incorporated
Nigel McKinlay	Transition To Work Trust (Board member) Gate 22 Vineyard Ltd (Director) Everyday Gourmet (Director) Central Otago Wine Association (member) Long Gully Irrigation Scheme (member) CODC (employee) (Granddaughter)		Cromwell Hall Reference Group Cromwell Town Centre Reference Group Major Projects Governance Group
Martin McPherson	Alexandra Blossom Festival	CODC (employee) CODC (employee) (Daughter)	Alexandra and Districts Youth Trust

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Tracy	Matakanui Station (Director and shareholder)	Matakanui Station (director and shareholder)	Omakau Recreation Reserve Committee
Paterson	Matakanui Development Co (Director and	Matakanui Development Co (director and	Ophir Welfare Association Committee
	shareholder)	shareholder)	Central Otago Health Incorporated
	A and T Paterson Family Trust (trustee)	A Paterson Family Trust (trustee)	
	A Paterson Family Trust (trustee)	A and T Paterson Family Trust (trustee)	
	Central Otago Health Inc (Chair)	Federated Farmers (on the executive team)	
	Bob Turnbull Trust (Trustee / Chair)	Omakau Irrigation Co (director)	
	New Zealand Wool Classers Association (board	Matakanui Combined Rugby Football Club	
	member)	(Committee)	
	Central Otago A&P Association (member)	Manuherikia Catchment Group (member)	
	Maunuherikia Exemplar Governance Group	Omakau Domain Board	
	(member)	Omakau Hub Committee (Chair)	
		Manuherekia Valley Community Hub Trust (Trustee)	
		Southern Cross Sheep Ltd (Director)	
		Mt Stalker Ltd (Trustee)	
		Mt Stalker Pastoral Ltd	

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#### 5 REPORTS

23.5.2 ANNUAL PLAN SUBMITTERS THAT WISH TO BE HEARD

Doc ID: 626844

#### 1. Purpose

Individual submitters will speak to their Annual Plan submission.

#### 2. Attachments

Nil



#### 23.5.3 SUBMISSIONS ON THE 2023-24 ANNUAL PLAN CONSULTATION DOCUMENT

Doc ID: 653228

#### 1. Purpose of Report

To consider the submissions to the 2023-24 Annual Plan Consultation Document.

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#### Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Considers the submissions and decides on the action that should be taken.
- C. Agrees to the recommendation from the Vincent Community Board on the draft 2023-24 Annual Plan that the roof for IceInLine be funded by option 1 (loan of \$400,000 to be fully rate funded over 20 years).
- D. Agrees to the recommendation from the Cromwell Community Board on the draft 2023-24 Annual Plan that the Council consider including Sandflat Road, Cromwell in its road sealing programme.
- E. Notes the previous Council resolution (23.4.5) to increase the water supply operational budget for 2023-24 by \$310,445.40. This increase reflects the new monitoring and sampling drinking water requirement required by the Drinking Water Quality Assurances Rules which came into force on 14 November 2022.

Carrie with force on 1 1 November 2022.

#### 2. Background

The Annual Plan consultation opened on 3 April 2023 and closed on 1 May 2023.

The annual planning cycle presents an opportunity to hear from the community on key items that were not consulted on in the last Long-term Plan, and any other aspects of the Annual Plan. This year there was one consultation item, a proposal to support IceInline with a grant towards the construction of a roof over its ice rink at Molyneux Park in Alexandra.

Promotion of the 2023-24 Annual Plan Consultation Document included:

- Public notice on 3 April 2023
- Hard copies were made available at the Alexandra office and Cromwell Service Centre
- Facebook posts on 6, 17 and 26 April 2023
- Shares on Elected Member Facebook pages
- Discussion on Mayor Tim's Facebook Live sessions
- Media releases
- Notice in CODC Noticeboard in The News on 6, 13, 20, 27 April 2023
- Advertising in the Central App in April 2023 was viewed 48,904 times, with 198 people clicking forward to the Let's Talk consultation page
- Digital displays on screens in Council office and libraries.

A total of 175 submissions were received through the Let's Talk consultation platform.

#### 3. Discussion

#### **Overall Comments**

A total of 52 comments were received. The main themes related to the question regarding proposed funding for construction of the roof on the ice rink at Molyneux Park in Alexandra.

There were a number of positive comments expressing support for the proposal. There were also those who expressed opposition to the proposal. In addition, there were eight comments that were unrelated to the ice rink and addressed other aspects of the Annual Plan. Those comments were varied, raising issues relating to parks, roads, rates, property, planning, community engagement, tourism, and economic development.

While the 2023-24 Annual Plan Consultation Document was promoted throughout the district, it is not surprising that Vincent ward is overrepresented since the key issue in this consultation relates to the ice rink, which is located in the Vincent ward.

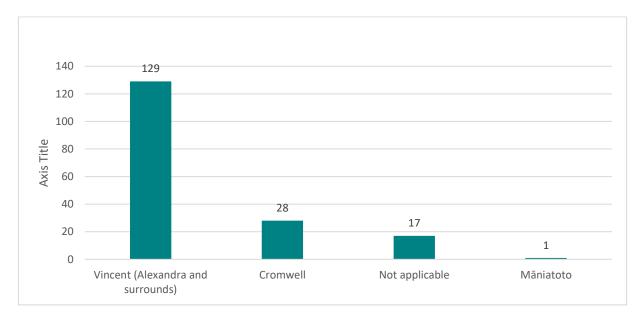


Figure 1.1 Respondents by ward

There were no submissions for the Teviot Valley Community Board nor the Māniatoto Community Board to consider.

Please **see appendix 1** for all submissions to the draft 2023-24 Long-term Plan, together with staff comments for the Council's Consideration.

#### **Vincent Community Board**

At their meeting on the 19 May 2023, the Vincent Community Board considered submissions on matters related to their ward. These matters included:

• Funding options to provide IceInLine with \$400,000 to roof the ice-skating rink.

The submission data for the IceInLIne proposal in the consultation document is summarised in the table below.

Option Details	Impact on Vincent Ratepayers	Number of Respondents in Support**
Option 1* Fully rate funded over 20 years	\$3.91 per annum (0.76% rates increase) for 20 years.	111
Option 2 50/50 rate funded/reserves	\$2.57 per annum (0.50% rates increase) for 20 years.	22
Option 3 Fully grant funded	\$1.23 per annum (0.24% rates increase) lost interest revenue.	34
Option 4 Do not support with any funding	\$0	12

<sup>\*</sup>Option 1 is what has been included in the rates calculations and financial statements supporting this consultation document.

#### Comments supporting funding for IceInLine Roof (33)

These responses can be grouped into three themes. The first theme was expressions of general support for construction of the roof on the ice rink, most citing the valuable asset the roof would be for the community. The second theme focused on the ability to extend the season for ice sports and prevent cancellation of events due to poor weather. The third theme focused on the benefits to the larger community, when events can be held at the ice rink, drawing more people into town. Many people felt like this improvement was a long time coming.

"It's a no brainer, the sooner the better. Happy to pay more rates for improvements around our district such as this."

"This would be a great initiative to bring more people to the area."

#### Comments opposing the funding for IncelnLine (11)

These responses had two main themes, a general desire to cut spending and a concern that it should be the responsibility of IceInline, not ratepayers to raise their own funds for this project.

"Time to cut spending."

"The club should raise funds themselves. Not enough community members use this facility and its not open for long enough for it to be rate payer funded."

#### Support from outside the Vincent Ward (26)

<sup>\*\*</sup> Eight of the respondents selected more than one option, for example, Option 1 and Option 2. As a result, there are eight additional responses that should not have been included. These additional responses do not substantially change the results.

While the Vincent Community Board is the delegated authority to consider submissions on this proposal and make a recommendation to the Council, there is interest in this project from Cromwell residents. Of the 167 respondents in support of funding this project 26 lived in Cromwell. The balance lived in the Vincent ward.

Cromwell residents' comments included:

"This has taken 20 years to come even close to completing an assets that will benefit the whole region economically. Get it done already!"

"We live in Cromwell but use the facility a lot over winter."

"The ice rink is a great asset to the region and further improvements would be money well spent"

In addition to the formal submissions, there were 139 comments in response to a Facebook post on 6 April 2023 promoting the consultation. While these comments are outside of the official process they have been provided for information. See **appendix 2**.

The Vincent Community Board resolved under 23.4.3 to recommend to Council that the roof for IceInLine be funded by option1 in the report (fully rate funded over 20 years).

#### **Cromwell Community Board**

At their meeting on the 18 May 2023, the Cromwell Community Board considered submissions on matters related to their ward. These matters included:

- Sealing of Sandflat Road
- Reserve naming of a bike track linking Lynn Land and Schoolhouse Road
- Reviewing signage for a walking/biking track from Lowborn Valley Road
- Funding towards irrigation at the Central Lakes Equestrian Club

The Cromwell Community Board resolved to recommend to Council to consider including Sandflat Road, Cromwell in its road sealing programme.

#### **Council Resolution**

At a meeting on 19 April 2023 the Council considered a report on the financial impact of the new drinking water monitoring and sampling requirements. These requirements came out of the Drinking Water Quality Assurance Rules which came into force on 14 November 2022.

The Council resolved to increase the water supply operation budget by \$181,093.15 in 2022/23 and by \$310,445.40 in 2023/24.

#### Other issues raised in the submissions

Comments were received that relate to the district-wide issues. The following key themes came through in the comments:

- Funding support for young driver regulation and education
- Communication (2 comments) general feedback about the consultation process

- Rates (2 comments) Enhancement of the Rate Remission Policy and more consideration of rate differential that applies to the business community
- Proposal of a new multisport facility on the Molyneux Park
- More housing and affordability (2 comments)
- Addition of a pedestrian clip-on to the Alexandra Bridge
- Continued engagement with the business community
- Review of the District Plan to provide for future growth
- Broaden coverage of the Council water supply to smaller private water schemes
- Consent processing times
- Resource Management reforms

#### 4. Options

#### Option 1 - (Recommended)

Consider the submissions, the recommendations from community boards, and consider what changes are required to the draft 2023-24 Annual Plan

#### Advantages:

- Follows due process as set out in the Local Government Act 2002
- Enables Council to consider community views before finalising the draft 2023-24 Annual Plan.

#### Disadvantages:

None identified.

#### Option 2

Do not consider the submissions, recommendations from community boards, and consider what changes are required to the draft 2023–24 Annual Plan.

#### Advantages:

None identified.

#### Disadvantages:

- Does not follow due legal process
- Does not meet the expectations of the community
- Risk of not meeting statutory deadlines to enable rates to be struck

#### 5. Compliance

Local Government Act 2002	This decision enables democratic local decision	
Purpose Provisions	making and action by, and on behalf of	
-	communities by considering the views of the	
	community in setting the 2023 – 24 Annual Plan.	

Financial implications – Is this decision consistent with proposed activities and budgets in Long-term Plan/annual plan?	This paper is consistent with the budgets presented in the draft 2023-24 Annual Plan documentation.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes, this paper is consistent with all Council plans and policies.
Considerations as to sustainability, the environment and climate change impacts	Considerations to climate change occur throughout the Long-term Plan documentation, and are specifically considered in the infrastructure strategy.
Risks Analysis	There is no risk to the Council in considering this paper and the public submissions on the 2023-24 Annual Plan.
Significance, Consultation and Engagement (internal and external)	The draft 2023-24 Annual Plan has been publicly consulted on following the process in the Local Government Act 2002.

#### 6. Next Steps

Following direction from Council the 2023-24 Annual Plan will be presented at the 28 June 2023 Council meeting for adoption.

#### 7. Attachments

Appendix 1 - Annual Plan 2023-24 Submissions J

Appendix 2 - Annual Plan 2023-24 Informal Submissions J

Report author: Reviewed and authorised by:

Christina Martin

Project Manager - Organisational

SelMark.

21/05/2023

Saskia Righarts

Group Manager - Business Support

22/05/2023

					Survey Response			Staff Analysis
Submission Reference	First Name	Last Name	I am submitting	Do you want to speak to Council or local Community Board about your feedback?	Iceinline Ice Rink Roof Funding Options. To learn more, follow this link Annual Plan 2023- 24 Consultation Document	Do you have any other comments on the 2023-2024 Annual Plan? To learn more, follow this link Annual Plan 2023-24 Consultation Document	Department	Staff Comments
1	Staff	Submission	on behalf of Central Otago District Council			To give effect to the following Council resolution made on 19 April 2023 23.4.5 B Notes that new Drinking Water Quality Assurance Rules came into force on 14 November 2022, and that those rules include new monitoring and sampling requirements for drinking water. D Approves an increase in the water supply operational budget for 2023/24 to refelct thes new requirement by \$310,445.40	Three Waters	As per our report to Council.
2	Shona	Brown	on behalf of Business South Inc			The annual plans are well explained. I read with interest population forecasts for our area (Central Otago and Queenstown Lakes) with an approximate doubling of population by 2048-2050. If that is the case, where is the medium-term planning for this regarding: Residential Lots, Commercial Lots, Industrial Lots, General Infrastructure - roading, water, sewage. Explaining capabilities of current infrastructure and where it needs to be, to meet this future demand, would help and also be beneficial to justify some of the large rate increases that some areas are getting. It is nice to focus on the now, however, the future is rapidly becoming the now. We do not appear to be ready for that, or able to explain that we are with examples.	Reglatory	The CODC has chosen to approach planning for future growth through the development of spatial plans involving extensive consultation with the relevant communities, planning for 30 years of growth. The Cromwell Spatial Plan was adopted my Council in May 2019 and the Vincent Spatial Plan spatial plan adopted by Council in January 2022. CODC is currently working with the Teviot Valley Community on a spatial plan. The spatial plans provide for medium to long term planning in terms of zoning, infrastructure and roading.
3	Shona	Brown	on behalf of Business South Inc			Member feedback on Annual Plan • Housing affordability to support attracting people to employment opportunities in Central Otago. I do not think the council's structure, plans and district plan changes actually address this. It is simply more of the same, not any new solutions.	Business Support	Council is investigating several avenues to promote affordable housing, such as an investigation into the 'simplicity' model. Last year Council approved a policy that developments on Council land must give consideration to provision of different housing typologies (such as smaller and therefore more affordable housing). The Cromwell Community Board are currently considering this in the next stage of the Gair Avenue development.
4	Shona	Brown	on behalf of Business South Inc			While CODC is looking to improve the Cromwell water supply, it should be looking to broaden its coverage also. There are various smaller private water schemes serving properties near to town (i.e., less than 10km), that are rife with issues (i.e., new compliance with water services legislation, maintenance, decision-making, liability, in fighting, poor water quality, unreliable supply, quantity issues in summer etc). Rather than those private owners funding improvement of those problematic schemes (many of which will remain problematic), funds would be better spent applied towards connecting to a CODC supply if one could be made available (connection on a user pays basis).	Three Waters	This issue is being considered in the preparation of the 30-year Three Waters Plan.
5	Shona	Brown	on behalf of Business South Inc			Business South 2. Impacts for businesses  Business South Inc is advocating on behalf of our members against the relentless cost pressures facing business owners.  Informed by our recent Quarterly Southern Business Survey, Pulse Checks, and development of the Election Manifesto that will provide opportunities for local and central government (to be released by early June 2023), these are the critical issues for our members.  a. Engagement with business community - Business South Inc wants to continue building on the relationship with the Council and be involved in the Long-Term Plan 2024-34 engagement before the formal Long-Term Plan consultation process in 2024. We would like to continue discussions with the Council on how we can have a greater involvement in ensuring the business community's voice is considered in future strategic planning.  Action required: Council establish how Business South Inc's members can provide input.	Economic Development	Council notes concern business have on rising costs, Council also faces many of the same cost pressures faced by the business community such as staff wages, and increased costs for goods and services. Council recognises the importance of a healthy business environment through a Thriving Economy being one of the three community outcomes defined in our current long term plan and the inclusion of economic well-being in the Local Government Act.
6	Shona	Brown	on behalf of Business South Inc			b. Rate increases - Feedback from the business community is strong in that rate increases are not sustainable for our business membership, during unprecedented times of rising compliance costs and taxation, cost increases, inflation, wage pressures, and lack of staff availability (see Appendix 1 for more details). SMEs in particular keep getting hit with additional costs. Greater thought needs to be put into consideration in changes in policy that may directly or indirectly impact SMEs. A strategic focus for Business South Inc is to support existing businesses and attract new businesses to the region. To do that, one aspect we need to consider is the environment in which businesses operate. Higher rate increases run a risk of driving away the business sectors and the Council needs to consider the impacts of additional costs on business (not just rates alone). What businesses pay is disproportional to what services they get. Council needs to look at alternative methods of funding. The proposed rates increase will have a flow-on effect on all members of the community, not only the business and commercial sector. Property owners will be forced to recover these costs through increased rental levels, while business owners will have no choice but to recover these costs through increased costs for products and services. It is also unclear what the additional rates are funding and whether it is beneficial to the business needs. Action required: Council revisit its policy concerning the differential rating so that it reflects the services what Council provides to businesses	Business Support	Council acknowledges the business communities' point of view and is aware of the burden on all the rate payers when balancing community needs versus paying for those community needs. As a result council has already sourced as many options as feasibly able to do, including funding sources that are not fully funded by rate payers. As per standard practice differential ratings will be reviewed as part of the 2024-34 Long-term Plan process.

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7	Shona	Brown	on behalf of Business South Inc			c. Compliance costs and policies - Compliance costs from both central and local Government are escalating, with decisions made in silos and implemented in an ad hoc way, resulting in unintended consequences. These costs are hurting all businesses on top of the cost-of-living crisis. SUBMISSION Page 4 of 7 MAY 2023 These compliance costs often have a disproportionate impact on SMEs, which make-up approximately 97% of total businesses in our economy – the backbone of the economy. There is a failure to recognise that SMEs are the product and service suppliers to larger businesses, and they keep on being hit with costs that impact the livelihood of staff and business owners and go onto impact local communities. Action required: Business South Inc would like to work with the Council to: i. ensure policy impacts on business are assessed before decisions are made; ii. help inform businesses to stay up to date with the latest changes from local Government and any relevant ones from central Government; and iii. where appropriate, establish forums to help provide input to the Council policy setting and decision-making.	Business Support	Compliance costs have largely increased as a consequence of legislative changes, and as well as Council as a business experiencing the increases we have noted the increased compliance costs to our community. We are happy to continue our strong engagement with Business South on the points raised through our Economic Development Manager.
8	Shona	Brown	on behalf of Business South Inc			d. Consent processing times Members of the business community have asked for clarity on the following questions: i. Does the Council currently meet the legislative application process timeframes? What is reported to the Ministry for the Environment? ii. Is the 2023/24 target achievable – has the council costed the implications for businesses in any delays and have a discount policy in place when delays occur? Action required: Business community has regular access to the information.	Reglatory	1. Councils ability to meet the statutory processing timeframes for building consents and resource consents fluctuate month on month and are determined by the volumes received and the resourcing avialability. Council has a number of vacancies in the planning team which has meant Council has had to engage contractors, whos avilability also fluctuates. The report for the Ministry for the Environment changes each year as to the data requested, and covers a variety of apects regarding the Resource Management Act. 2. The 2023/2024 target is achievable with required level of resoucing avialability. The Resource Management Act specificies a discounting requirement for resouce consents that are over the statutory timeframe. 3. Consideration on how to provide procesing times will be explored e.g. website
9	Shona	Brown	on behalf of Business South Inc			e. Resource Management reforms – Business South Inc is prepared to work with the Council to help inform businesses about the reforms as the legislation gets implemented, as only 33% of businesses understand the implications of the reforms on their business. Whilst the two bills are before the Select Committee and the implementation is going to take years, our members want to be kept updated on the status of the reforms. Furthermore, the planned changes including regional planning committees being responsible for developing the regional spatial strategies and national built environment plans will see input limited to members from local and central Government, iwi and hapū. Action required: Business South will be actively advocating with our partners through the BusinessNZ network to ensure the reforms benefits business and the environment.	Reglatory	The CODC has submitted and presented evidence on the Resource Management reforms, advocating for a local voice in the development of plans and strategies under the new legislation. Once the outcome of that process is known and the new legislation enacted, CODC will ensure every opportunity is taken to continue to represent our communities.
10	Gordon	Stewart	as an individual	Yes - CCB		ATTENTION CROMWELL COMMUNITY BOARD This is a similar submission to one I made some years back. Nothing happened. Perhaps with some new faces on the Board I may at least get an acknowledgement to my suggestions. 1. The Board should approach the Council with respect to sealing the remaining 600m of Sandflat Road. During summer this is a disgusting piece of rough dusty track connecting the major tourist attractions of the Jones Fruit stall and Highlands Motorsport park with the wineries and bike tracks of Bannockburn. It is also a bypass of Cromwell for Bannockburn traffic coming and going out of the District. A BIG bonus for the Board would be the value a sealed road would add to your land that adjoins the unsealed section of the road.	Roading	CODC currently do not receive any additional subsidised share from Waka Kotahi (NZTA) for seal extension works nor do we have council approved funding for this project in the current 3 year funding period (2021-2024). The combination of increased traffic volumes and associated costs to maintain this section of Sandflat Road a seal extension may be warranted. This will be investigated alongside the development of our funding proposal for the next three year period 2024-27 and the project put forward to Council for consideration
11	Gordon	Stewart	as an individual	Yes - CCB		2. In the past the Board funded and developed a walking and biking track linking Lynn Lane and Schoolhouse Road. This has not been named or promoted with signage. The Campbell Family, represented by Annette Napier, wrote to the Board suggesting the track be named the Campbell Track in memory of Flight Lieutenant Colin Campbell who was lost over Europe in World War 2. She did not receive a reply. Colin walked this way to school and was a colleague of James Lynn who Lynn Lane was named after. The Campbells are 7th generations of residents in the valley.	Parks and Recreation	Staff are currently developing a Reserves Naming Policy that is expected to be presented to Council in the next few months. This policy will provide guidance on the process and appropriateness of naming reserves including tracks such as this. There is signage at both ends of this track indicating its for biking/walking and the destination.
12	Gordon	Stewart	as an individual	Yes - CCB		3. There is a public walking and biking easement from Lowburn Valley Road up Sugar Loaf Drive past the old airstrip, around Denby's orchard and down to Clark Road. This should be identified with signage and stakes. Perhaps your Promotion Group, Lions or Rotary could assist.	Parks and Recreation	This easement runs through the Shaw farm. A number of years back orange triangle markers were stapled to the wooden fenceposts to delineate the track. Many are still in place, replacements markers will be added where required. Appropriate signage will also be updated if required at each end of the track.

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13	Gordon	Stewart	as an individual	Yes - CCB		4. In 2018 the Board was approached by the Central Lakes Equestrian Club, your voluntary committee which manages the Racecourse Reserve for you. The CLEC sought a contribution from the Board to develop an automatic irrigation system based on a water bore on the property. The CLEC have spent \$35,000 proving the bore and obtaining a permit for it. The CLEC have \$100,000 on deposit for partial funding of the scheme. The Board's reply was that the CLEC did not have a ten year plan and needed to produce one. Subsequently a 50 page document was produced and distributed to the Board members. This gave a history of the Reserve, a summary of the CLEC's achievements and its proposals for the future.	Parks and Recreation	Before any commitment to support upgrading the irrigation system at the Racecourse reserve was considered the CCB requested that a Cromwell Reserves Supply and Demand analysis be undertaken, which would determine what future reserves and related facilities Cromwell may require over the next 30 years, given its predicated increase in population over that time. At the same all the users groups that use the Racecourse Reserve were surveyed to determine what their requirements and use of the Racecourse reserve maybe over the same period. Queenstown Lakes-Central Otago Sub-Regional Sport & Recreation Facility Strategy was published in September 2018 and revised in 2020. This document has not been adopted by Council, but it does identify the Racecourse reserve as a location for recreational growth in the Cromwell area. Council has engaged with the CLEC several times over the past 18 months on this. This was completed late December 2022. The CCB will receive a report on the finding at its June 2023 meeting. The Board will then determine options for the Racecourse reserve including whether a new Reserve Management Plan will be prepared. Funding decisions for irrigation will be considered through the 2024/34 Long Term Plan.
14	Gordon	Stewart	as an individual	Yes - CCB		YES Why isnt the remaining 600m of Sandflat Road sealed?  1. This road is a significant link between the major tourist attractions of Mrs Jones's Fruit Stall and Highlands Motorsport park with the Bannockburn Wineries and Bike Trails.  2. It is a well used road by Bannockburn traffic to bypass Cromwell, particularly for heavy traffic. It would be used more if the surface was sealed. Over 300 residents live on the Bannockburn side of the Kawarau. With the proposed subdivisions to come, many more will be living here in the near future and this road will get increased use. During the summer months it is disgustingly rough and dusty.  3. This road was in the Council's 5 year sealing plan in 2005.  4. You, the council are spending significant money carting gravel from Tarras and grading this section regularly.  5. Ironically in the late 1950's the Vincent County Council preferred to seal Sandflat and Pearson Road as they were shorter than Bannockburn Road. A significant protest from the locals saw the direct route sealed.  Gordon Stewart	Infrastructure	See the Roading comment above.
15	lan	Robertson	as an	No				
16	Jo	Mckenzie	as an individual	No	Option 1: Fully loan funded	It would be better to see the money spent on an indoor netball/basketball/soccer/cricket nets/ conference rooms complex that maybe could be located near the swimming.	Parks and Recreation Property and Facilities	Noted as these suggestions were not being consulted on
17	Mark	Willyams	as an individual	No	Option 1: Fully loan funded	Thanks for supporting and advancing the riverside project. Any possibility of adding a pedestrian/cycle clip on bridge attached to main bridge similar to one at Bannockburn?	Infrastructure	Investigation and design costs for a clip-on to Alexandra's main bridge are already included in the Annual Plan.
18	Deborah	Roberts	as an individual	No	Option 1: Fully loan funded	bridge ditability to find at Barmookbarn:		main bridge are already included in the Almada Hair.
19	Sampsa	Kiuru	as an individual	No	Option 1: Fully loan funded			
20	Jon	Foote	on behalf of Alexandra Ice Skating Club	Yes - VCB	Option 1: Fully loan funded			
21	Jeanine	Coleman	as an individual	No	Option 1: Fully loan funded	A roof on the ice rink in Alexandra would be an amazing asset for the community, as well as providing a longer season and more entertainment options for the youth of the district. I fully support this.	Parks and Recreation	Comment is noted and considered.

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22	Chris	Beilby	as an individual	No	Option 1: Fully loan funded	As far as I am aware the rink here in Alexandra was built to the specifications for competitive skating/ice hockey, whereas many others are smaller. As rate payers, my late husband and I along with many other citizens donated money towards shifting the artificial ice from the Manorburn Dam into town, making this outdoor winter activity more accessible to a wider number of people. As a result of this most of our local children have the opportunity to experience this winter sport. All schools have the opportunity to use this facility for their PE/OE programmes, with Ice In Line offering a good deal for entry/skate hire and coaching in figure skating, curling and also ice hockey for the older students. With the rink having a roof these programmes would no longer be weather reliant and the time frame for all schools to book suitable session slots would be extended. Note that since the ice has been available here in Alexandra, curling has been available to learn (thank you Bruce), there has been an all weather curling venue added to the site and this sport has increased in popularity. Curling and ice hockey both have clubs that use this facility and attract visiting teams to our town, as well as the Ice Skating Club who host competitive events as well as providing Kiwiskate programmes and opportunities for advanced skaters to have private lessons with qualified coaches. Once again these activities are weather dependent. A roof would keep the rain and the sun off the ice allowing for consistent ice conditions for a longer season. The rink is also a popular gathering place for our young people with discos, holiday programmes etc available, activities that I believe our council should support/encourage for the youth of our district.  I would like to think that our council/ratepayers take this opportunity to help complete the dream of a covered ice rink, that so many associated with Ice In Line have put their hearts and souls into, working tirelessly to fundraise for since the initial relocation into Alexandra.  We too,	Parks and Recreation	Comment is noted and considered.
23	Gunther	Birgel	as an individual	No	Option 1: Fully loan funded	As former NZ Ice Hockey President I fully support the roof extension to the current ice rink. Ice sports is in the Central Otago's DNA and will allow a longer season and be better prepared for any competitions. It will also bring more business to town with the ability to host competitions in all weather conditions. The sport of ice hockey is growing nationally and with a weather secure facility our region will be able to contribute to this.	Parks and Recreation	Comment is noted and considered.
24	Pip	Thomson	as an individual	No	Option 1: Fully loan funded	Fantastic facility for kids, families and visitors to enjoy	Parks and Recreation	Comment is noted and considered.
25	Aaron	Campbell	as an individual	No	Option 1: Fully loan funded	Great initiative fir this complex	Parks and Recreation	Comment is noted and considered.
26	Jeanine	Bell	as an individual	No	Option 1: Fully loan funded	Honestly the cost is so small annually that I think just get it done with the loan option. An extended ice season benefits the community as a whole, not just ice users due to increased visitor numbers from tournaments and competitions. The reserves could be saved other projects or community sporting facilities.	Parks and Recreation	Comment is noted and considered.
27	Amber	Nyhon	as an individual	No	Option 1: Fully loan funded	I have been a figure skater since I was 3 years old, I am now 38, I learnt to skate on the old Mannerburn dam rink, as a club we have literally been talking and fundraising for this roof since then! 35 years! This would be such a wonderful project to invest in, for the whole community (3) (6)	Parks and Recreation	Comment is noted and considered.
28	Jeanette	King	as an individual	No	Option 1: Fully loan funded	IceInLine have done an outstanding job raising so much of the funding towards putting a roof over this facility. A roof over the rink will extend the skating season and open up opportunities for additional ice skating events to be held. The risk of weather disruption is one of the main reasons why significant figure skating competitions aren't able to be held in Alexandra. Addressing that risk opens the way to hosting events that will draw people in from around the country during the winter months	Parks and Recreation	Comment is noted and considered.
29	Suzanne Stelmock	Stelmock	as an individual	No	Option 1: Fully loan funded	It is very little to pay to extend the season and improve the ice so that more can enjoy this rink-particularly as population grows. It may also reduce maintenance! If this can be reduced through other contributions then even better.	Parks and Recreation	Comment is noted and considered.
30	James	Mccallum	as an individual	No	Option 1: Fully loan funded	It's a no brainer, the sooner the better. Happy to pay more rates for improvements around the district such as this.	Parks and Recreation	Comment is noted and considered.
31	Emma	Hill	as an individual	No	Option 1: Fully loan funded	No	Parks and Recreation	Comment is noted and considered.
32	Rebecca	Ireland	as an individual	No	Option 1: Fully loan funded	No	Parks and Recreation	Comment is noted and considered.
33	Dr Barrie	WILLS	on behalf of Am submitting as an individual member of the Manorburn Curling Club	Yes - VCB	Option 1: Fully loan funded	On behalf of the Combined Curling Clubs (Manorburn & Department of the Combined Curling Clubs (Manorburn & Department of the Competition for over a decade now, involving some 25 teams traveling from as far away as Gore & Department of the Competition involves 2 full days round robin play per week on the outdoor rink during May & Department of the Competition involves 2 full days round robin play per week on the outdoor rink during May & Department of the Competition of the Competitio	Parks and Recreation	Comment is noted and considered.

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34	James	Nation	on behalf of Sport Otago / Sport Central	No	Option 1: Fully loan funded	Sport Otago/ Sport Central support the proposal to put a roof over the ice rink in Alexandra. The roofing of the ice rink was identified as a priority in the 2020 Queenstown Lakes - Central Otago Sub-Regional Sport and Recreation Facility Strategy.  CODC has supported the work of our Sport Central team since its establishment in 2001. We are extremely grateful for this ongoing support. We would like to signal as part of this submission our intent to apply through the Council Grants process for continued financial support from Council for our Sport Central mahi.	Parks and Recreation	Comment is noted and considered.
35	Steve	Phipps	as an individual	No	Option 1: Fully loan funded	The ice rink is a great asset to the region and further improvements would be money well spent	Parks and Recreation	Comment is noted and considered.
36	Mike	Sangster	as an individual	No		The roof for IceInline is very overdue. This complex is a great asset for the community and so many local family's use this venue over the winter months. With the seasons & Description and the season seamer, weather changing a roof over the ice rink would make the season & Description and Ice in the season seamer, ice time a lot more guaranteed for all skaters / family's.		Comment is noted and considered.
37	Kylie	Stewart	as an individual	No	Option 1: Fully loan funded	This is a long overdue project that would benefit the whole region	Parks and Recreation	Comment is noted and considered.
38	Helen	Sanders	as an individual	No	Option 1: Fully loan funded	This needs to go ahead to enable an extension for the ice season for all users and people visiting the area. We have a great and unique facility here in Alexandra let's make the most of it which in turns helps promote our town and local business will thrive. It's a no brainer let get on with it.	Parks and Recreation	Comment is noted and considered.
39	Anthea	Lawrence	as an individual	No	Option 1: Fully loan funded	We live in Cromwell but use the facility a lot over winter.	Parks and Recreation	Comment is noted and considered.
40	Brodie	Costello	as an individual	No	Option 1: Fully loan funded			
41	Lana	John	as an individual	No	Option 1: Fully loan funded			
42	Dianne	Elliot	on behalf of Sport Otago / Sport Central	No	Option 1: Fully loan funded			
43	Ashleigh	Beck	as an individual	No	Option 1: Fully loan funded			
44	Matt	Elliot	as an individual	No	Option 1: Fully loan funded			
45	Noah	Elliot	as an individual	No	Option 1: Fully loan funded			
46	Philippa	Helm	as an individual	No	Option 1: Fully loan funded			
47	Melissa	Booth	as an individual	No	Option 1: Fully loan funded			
48	Mikhaila	Rohde	as an individual	No	Option 1: Fully loan funded			
49	Loren	Chapman	as an individual	No	Option 1: Fully loan funded			
50	Bobbi	King	as an individual	No	Option 1: Fully loan funded			
51	Fraser	Reid	as an individual	No	Option 1: Fully loan funded			
52	Thomas	Brown	as an individual	No	Option 1: Fully loan funded			
53	Greg	Chapman	as an individual	No	Option 1: Fully loan funded			
54	Shane	Samuel	as an individual	No	Option 1: Fully loan funded			
55	Kristy	Davis	as an individual	No	Option 1: Fully loan funded			
56	Heather	Lindsay	as an individual	No	Option 1: Fully loan funded			
57	Marie	Harrex	as an individual	No	Option 1: Fully loan funded			
58	Karla	Sanders	as an individual	No	Option 1: Fully loan funded			
59	Richard	Wallis	as an individual	No	Option 1: Fully loan funded			
60	Luke	Cunliffe	as an individual	No	Option 1: Fully loan funded			
61	Amanda	Kidd	as an individual	No	Option 1: Fully loan funded			
62	Jessica	Thomas	as an individual	No	Option 1: Fully loan funded			

					Survey Response			Staff Analysis
Submission Reference	First Name	Last Name	I am submitting	Do you want to speak to Council or local Community Board about your feedback?	Iceinline Ice Rink Roof Funding Options. To Iearn more, follow this Iink Annual Plan 2023- 24 Consultation Document	Do you have any other comments on the 2023-2024 Annual Plan? To learn more, follow this link Annual Plan 2023-24 Consultation Document	Department	Staff Comments
63	Kevin	Laird	as an individual	No	Option 1: Fully loan funded			
64	Kevin	Laird	on behalf of Alexandra auto electrical	No	Option 1: Fully loan funded			
65	Karla	Stiles	as an individual	No	Option 1: Fully loan funded			
66	Maddi	Booth	as an individual	No	Option 1: Fully loan funded			
67	Rebekah	Hildyard	as an individual	No	Option 1: Fully loan funded			
68	Rachel	Sidda	as an individual	No	Option 1: Fully loan funded			
69	Michelle	Wallis	as an individual	No	Option 1: Fully loan funded			
70	Nathan	Hill	as an individual	No	Option 1: Fully loan funded			
71	Joshua	Hill	as an individual	No	Option 1: Fully loan funded			
72	Justin	Waugh	as an individual	No	Option 1: Fully loan funded			
73	Selina	McAdam	as an individual	No	Option 1: Fully loan funded			
74	Andy	Keele	as an individual	No	Option 1: Fully loan funded			
75	Emily	Downey	as an individual	No	Option 1: Fully loan funded			
76	Judith	McDowall	as an individual	No	Option 1: Fully loan funded			
77	Lynne	Symons	as an individual	No	Option 1: Fully loan funded			
78	Glenn	Tetlow	as an individual	No	Option 1: Fully loan funded			
79	James	Moore	as an individual	No	Option 1: Fully loan funded			
80	Michelle	Ridd	as an individual	No	Option 1: Fully loan funded			
81	Sophie	Mander	as an individual	No	Option 1: Fully loan funded			
82	Melissa	Gare	as an individual	No	Option 1: Fully loan funded			
83	Bridget	Sangster	as an individual	No	Option 1: Fully loan funded			
84	Rob	Sangster	as an individual	No	Option 1: Fully loan funded			
85	Earnscy	Weaver	as an individual	No	Option 1: Fully loan funded			
86	Lynda	Gare	as an individual	No	Option 1: Fully loan funded			
87	Brad	Dixon	as an individual	No	Option 1: Fully loan funded			
88	Siobhan	Ramage	as an individual	No	Option 1: Fully loan funded			
89	Jodie	Kellner	as an individual	No	Option 1: Fully loan funded			
90	Judy	Richardson	as an individual	No	Option 1: Fully loan funded			
91	Miro	Kollar	as an individual	No	Option 1: Fully loan funded			
92	Fiona	Bailey	as an individual	No	Option 1: Fully loan funded			
93	Abby	Scott	as an individual	No	Option 1: Fully loan funded			
94	Dave	Golden	as an individual	No	Option 1: Fully loan funded			

					Survey Response			Staff Analysis
bmission eference	First Name	Last Name	I am submitting	Do you want to speak to Council or local Community Board about your feedback?	Iceinline Ice Rink Roof Funding Options. To learn more, follow this link Annual Plan 2023- 24 Consultation Document		Department	Staff Comments
95	Amy	Golden	as an individual	No	Option 1: Fully loan funded			
96	Shane	Ryan	as an individual	No	Option 1: Fully loan funded			
97	Elle	Tredinnick	as an individual	No	Option 1: Fully loan funded			
98	Katy	Barnes	as an individual	No	Option 1: Fully loan funded			
99	Nan	Sinclair	as an individual	No	Option 1: Fully loan funded			
100	Ella	Smith	as an individual	No	Option 1: Fully loan funded			
101	Pania	Watson	as an individual	No	Option 1: Fully loan funded			
102	Emily	Hart	as an individual	No	Option 1: Fully loan funded			
103	Joel	Le Breton	as an individual	No	Option 1: Fully loan funded			
104	Kelsey	de Koning	as an individual	No	Option 1: Fully loan funded			
105	Jennifer	Hill	as an individual	No	Option 1: Fully loan funded			
106	Tineke	Hayes	as an individual	No	Option 1: Fully loan funded			
107	Jacqueline	Beech	as an individual	No	Option 1: Fully loan funded			
108	Jude	Horrell	as an individual	No	Option 1: Fully loan funded			
109	Amanda	Wilson	as an individual	No	Option 1: Fully loan funded			
110	David	Checketts	as an individual	No	Option 1: Fully loan funded			
111	Scott	MacDonald	as an individual	No	Option 1: Fully loan funded			
112	Kali	MacDonald	as an individual	No	Option 1: Fully loan funded			
113	Grace	Robertson	as an individual	No	Option 1: Fully loan funded			
114	Angela	McDonald	as an individual	No	Option 1: Fully loan funded			
115	Tania	Davies	as an individual	No	Option 1: Fully loan funded			
116	Alexa	White	as an individual	No	Option 1: Fully loan funded			
117	Abraham	Ultee	as an individual	No	Option 1: Fully loan funded			
118	Loretta	Bush	as an individual		Option 1: Fully loan funded			
119	Erin	Blakie	as an individual		Option 1: Fully loan funded			
120	Maddie	Byers	as an individual	No	Option 1: Fully loan funded			
121	Clare	Bussey	as an individual	No	Option 1: Fully loan funded, Option 2: 50/50 reserves/loan funding	Just that the facility is unique to Alexandra and people do come to the area for the outdoor rink. To extend the season would be fantastic	Parks and Recreation	Comment is noted and considered.
122	Angus	Blakie	as an individual	No	Option 1: Fully loan funded, Option 2: 50/50 reserves/loan funding			
123	Sarah	McKey	as an individual	No	Option 1: Fully loan funded, Option 2: 50/50 reserves/loan funding			

					Survey Response			Staff Analysis
Submission Reference	First Name	Last Name	I am submitting	Do you want to speak to Council or local Community Board about your feedback?	Iceinline Ice Rink Roof Funding Options. To learn more, follow this link Annual Plan 2023- 24 Consultation Document	Do you have any other comments on the 2023-2024 Annual Plan? To learn more, follow this link Annual Plan 2023-24 Consultation Document	Department	Staff Comments
124	Darrin	Mills	as an individual	No	Option 1: Fully loan funded, Option 2: 50/50 reserves/loan funding, Option 3: Fully grant funded			
125	Kieran	Mccaw	as an individual	No	Option 1: Fully loan funded, Option 3: Fully grant funded	This would be a great initiative to bring more people to the area.	Parks and Recreation	Comment is noted and considered.
126	Caitlyn	Chambers	as an individual	No	Option 1: Fully loan funded, Option 3: Fully grant funded			
127	David	George	as an individual	Yes - CCB and CNL		We need a more co-ordinated approach to the consultation process. The population of the Cromwell Ward has quadrupled since 1977. Getting everybody on the same page "has it's moments".	Community and Engagement	The Communications and Engagement team will continue to look into new ways of connecting with the community, and agrees with the submitter's comment that with a growing and changing demographic we need to work especially hard at this.
128	Nicola	Rae	as an individual	No	Option 2: 50/50 reserves/loan funding	As this is not a CODC owned facility I don't think Council should fully fund the infrastructure.	Parks and Recreation	Comment is noted and considered.
129	Andrea	Murphy	as an individual	No	Option 2: 50/50 reserves/loan funding	Build it and they will come	Parks and Recreation	Comment is noted and considered.
130	William	Kraakman	as an individual	No	Option 2: 50/50	I believe it would be money well spent for the community for not just Vincent but the whole district that may get use of the prolonged season. A lot of hard work has already taken place to get this far and it would be a real shame and an opportunity missed if we were not to support funding the roof over it's final hurdle.	Parks and Recreation	Comment is noted and considered.
131	Aimee	Wilson	as an individual	No	Option 2: 50/50	Come of aux local electors are used analysis for national level competition, but also accoming to a short 9 amount bary	Parks and Recreation	Comment is noted and considered.
132	Amy	Golden	as an individual	No	Option 2: 50/50 reserves/loan funding			
133	sammy	mcleod	as an individual	No	Option 2: 50/50 reserves/loan funding			
134	Andrew	Douglas	as an individual	No	Option 2: 50/50 reserves/loan funding			
135	Raewyn	Douglas	as an individual	No	Option 2: 50/50 reserves/loan funding			
136	Mitch	Stringer	as an	No	Option 2: 50/50			
137	Sarah	Reid	individual as an	No	reserves/loan funding Option 2: 50/50			
138	Noelia	Cleri	individual as an	No	reserves/loan funding Option 2: 50/50			
139	Hugh	McIntyre	individual as an	No	reserves/loan funding Option 2: 50/50			
140	Sarah	Reynolds	individual as an	No	Option 2: 50/50			
141		Lloyd	individual as an	No	reserves/loan funding Option 2: 50/50			
142	Nicky	Woods	individual as an	No	reserves/loan funding Option 2: 50/50			
143	Brenda	Stringer	individual as an	No	reserves/loan funding Option 2: 50/50			
144	Stacey	Rutherford	individual as an	No	reserves/loan funding Option 2: 50/50			
144	Cladey	Kallellola	individual	INO	reserves/loan funding			

mission erence	First Name	Last Name	I am submitting	Do you want to speak to Council or local Community Board about your feedback?	Iceinline Ice Rink Roof Funding Options. To Iearn more, follow this Iink Annual Plan 2023-	Do you have any other comments on the 2023-2024 Annual Plan? To learn more, follow this link		
					24 Consultation Document	Annual Plan 2023-24 Consultation Document	Department	Staff Comments
145	Carmen	Batchelor	on behalf of Famiy Works Presbyterian Support Otago	Yes - CNL	Option 3: Fully grant funded	website. However as we progressed further into what rates relief may be available to residents in financial hardship, navigating the website become increasingly difficult. We understand that CODC needs to meet the required regulations on rates but respectfully suggest creating a simple pathway to all those experiencing financial hardship.  PSO wishes to acknowledge CODC's option for rates remission on grounds of extreme financial hardship and submits the following proposals to further enhance this. There are proven ways to:  1. Reduce the number of ratepayers getting into financial hardship and difficulty.  2. Support those in arrears to catch up and pay back outstanding rates.  3. Help residents to reduce their financial hardship, improve health and social outcomes by providing free advice and link to supports that will improve their social and economic outcomes. This would include highlighting in accessible formats that for all ratepayers who are experiencing financial hardship or distress there is help available and provide links to agencies such as Family Works PSO Financial Mentors and other social services.  4. Widen the parameters of sign off for the 'Application for Rates Remission on Grounds of Extreme Financial Hardship' including the criteria for approval to include financial hardship/vulnerability and a recommendation to engage with a social service agency who can provide wrap around services. This would include referral for rates remissions on grounds of extreme financial hardship go to a small, experienced community social sector panel who then send recommendations to the Executive Manager, Corporate Services.  5. The Family Works Team at Presbyterian Support are very willing to work (at no cost to the CODC) alongside CODC staff to offer trained Financial Mentors, Energy Mate Home visits, and other wrap around social services in support of residents struggling to pay rates. Our staff would be pleased to meet with CODC staff to explore what this might look like in practice, and to discuss the way f	Business Support	The offer to coordinate efforts to support training opportunities is appreciated. Any opportunities that arise in the community should be forwarded to People and Culture for further consideration.
146	Donna	Munro	as an individual	No	Option 3: Fully grant funded			
147	Robyn	Morris	on behalf of New Zealand Ice Figure skating Association	No	Option 3: Fully grant funded	Alexandra Ice Skating Club are affiliated to the NZIFSA and are actively engaged in promoting figure skating in Central Otago. In addition to running a successful KiwiSkate (Learn-to-Skate) programme, AISC have singles skaters who train regularly at the rink and who compete locally, regionally and at a national level. What these skaters are able to achieve in a 12-week season is quite impressive, however, their development is limited to some extent by their short season. Being able to extend their skating season is likely to result in much stronger results for this very committed community of skaters.  Alexandra Ice Skating Club also hosts KiwiSkate Coaching Courses at times, and hosts both Club and Sub Association Championships. However, AISC are not able to host the South Island Figure Skating Championships, the NZ National Championships, or higher level training camps, because of the potential risk of disruption due to adverse weather conditions and the current short opening time frame. Any competitions that are currently hosted must also be done using a manual system as our computer equipment needed to run a competition is not suited to being used in uncovered outside conditions.  A roof over their ice surface will allow them to extend their skating season and provide a better ice surface for	Parks and Recreation	Comment is noted and considered.
148	,	Morris McCrostie	on behalf of Ice Sports Southland Incorporated	No	Option 3: Fully grant funded	figure skating activities, along with other opportunities to host Figure skating events. NZIFSA are very supportive of this project as it will enhance and further develop figure skating in the Central Otago region. As a fellow Ice Skating organisation who voluntarily run an Ice Rink for use by not only club members but the general public, Ice Sports Southland are in full support of the plan to cover the existing rink with a roof. This will allow for increased use of the rink by extending the season and eliminating closures due to weather conditions. The additional people that will visit the area to utilise the facility will have an economic benefit to the region due to the other spending they will do while their.  We currently have Alexandra skaters and hockey team who travel to our rink to take part in competitions and undertake training when there is no ice available in Alexandra. This is a big commitment for these skaters and players due to the travel cost and time involved.  It will be a benefit to both Figure skating and Ice Hockey in the lower South Island by having another covered rink available to host tournaments and competitions.  Covering the ice rink is a must! This has been talked about for too long with no action happening. The ice rink	Parks and Recreation	Comment is noted and considered.  Comment is noted and considered.

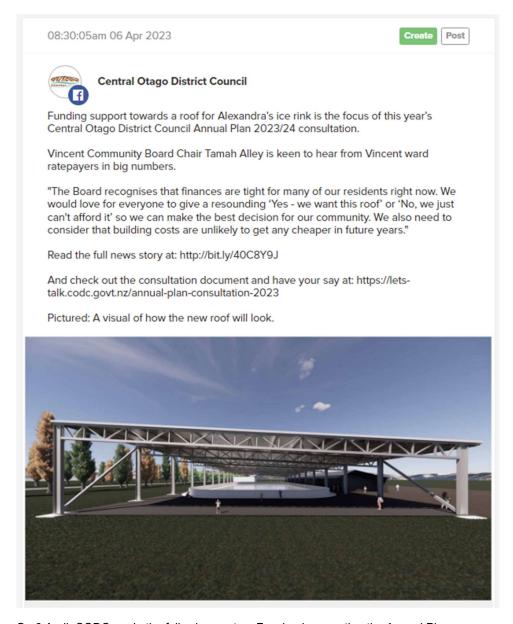
					Survey Response			Staff Analysis
ubmission Reference	First Name	Last Name	I am submitting	Do you want to speak to Council or local Community Board about your feedback?	Iceinline Ice Rink Roof Funding Options. To learn more, follow this link Annual Plan 2023- 24 Consultation Document	Do you have any other comments on the 2023-2024 Annual Plan? To learn more, follow this link Annual Plan 2023-24 Consultation Document	Department	Staff Comments
150	Melissa	McCallum	as an individual	No	Option 3: Fully grant funded	Extending the usage of the ice rink by adding a roof should be a no brainer for Alexandra. The winter months and rainy days can be long and boring, the roof will not only extend the ice skating season giving locals more to do during those colder months it will bring money into the local economy with no weather interruptions for ice skating events. The roof could also future proof the business by provide shade during the summer seasons giving the rink other opportunities such as roller skating or a venue for kids/school summer functions.	Parks and Recreation	Comment is noted and considered.
151	Noel	McCrostie	as an individual	No	Option 3: Fully grant funded	I support a roof over the Alexandra ice rink as this will be an asset to the community	Parks and Recreation	Comment is noted and considered.
152	Sandra	Williamson-Leadley	as an individual	No	Option 3: Fully grant funded	N/a	Parks and Recreation	Comment is noted and considered.
153	Nigel	Ellett	as an individual	No	Option 3: Fully grant funded	No	Parks and Recreation	Comment is noted and considered.
154	Katrine	Gellatly	as an individual	No	Option 3: Fully grant funded	no	Parks and Recreation	Comment is noted and considered.
155	Anton	Kirkbeck	as an individual	No		The amount requested is relatively small compared with the benefits this facility creates, hence it should be a full grant rather than a loan. The cash reserves are generated by our property rates, so the 400K outlay will be repaid reasonably quickly too	Parks and Recreation	Comment is noted and considered.
156	Andrew	Clark	as an individual	No	Option 3: Fully grant funded	The roof over the Ice Rink will future proof the rink. Has the roof been designed to allow solar panels to be fitted later? The generation capacity of that large a surface area would be good for the rink and Pioneer energy.	Parks and Recreation	This is not a Council project but Icein Line have advised that solar is an option to investigate and the roof can support large scale solar.
157	Carol	Laird	as an individual	No	, , , ,	The roof will allow much better use of this fantastic community asset	Parks and Recreation	Comment is noted and considered.
158	Simon	Burnby	as an individual	No	Option 3: Fully grant funded	This has taken 20 years to come even close to completing an assets that will benefit the whole region economically. Get it done already!	Parks and Recreation	Comment is noted and considered.
159	Warren	Whelan	as an individual	No	Option 3: Fully grant funded	This is long overdue and will be of great benefit for the town, an exceptional asset for the town allowing many of the local families to enjoy a great facility. A roof will extend the ice season and I am confident that summer use will follow as it has in the past. Additional income for local business will also be generated from the many visitors that will be drawn to Alexandra to use this facility year round.	Parks and Recreation	Comment is noted and considered.
160	Ben	Donaldson	as an individual	No	Option 3: Fully grant funded			
161	Sanae	Herd	as an individual	No	Option 3: Fully grant funded			
162	Bevan	Nicholl	as an individual	No	Option 3: Fully grant funded			
163	Chris	Hill	as an individual	No	Option 3: Fully grant funded			
164	Melinda	Tweedie	as an individual	No	Option 3: Fully grant funded			
165	Tarryn	Lines	as an individual	No	Option 3: Fully grant funded			
166	Robert	Kvick	as an	No	Option 3: Fully grant funded			
167	Shane	Samuel	individual as an	No	Option 3: Fully grant funded			
168	Caleb	Chapman	individual as an	No	Option 3: Fully grant funded			
169	Trevor	Jones	individual as an	No	Option 3: Fully grant funded			
170	Murray	Miller	individual as an	No	Option 3: Fully grant funded			
171	Pip	Wilson	individual as an	No	Option 3: Fully grant funded			
172	John	Anderson	individual as an	No	Option 3: Fully grant funded			
173	Tania	Sangster	individual as an	No	Option 3: Fully grant funded			
174	Melanie	Wethey	individual as an individual	No	Option 3: Fully grant funded, Option 4: Do not support with any funding	My children use the ice skating rink and we like the idea of an extended season as a consequence of a roof, but unfortunately any rate increases disproportionately affect my family due to being a large land holder and working farm. I can not support any rate increases for community projects until charges such as 3 waters and waste are removed or significantly reduced from the rates paid by the farming community when they do not receive any of these services.	Parks and Recreation	Comment is noted and considered.
175	Grant	Campbell	as an individual	No	Option 3: Fully grant funded, Option 4: Do not support with any funding	Times are tough, with the cost of living. This is a nice to have, not essential. The council needs to focus on essential items and keep the rates down to less than inflation.	Parks and Recreation	Comment is noted and considered.

Item 23.5.3 - Appendix 1

					Survey Response			Staff Analysis
Submission Reference	First Name	Last Name	I am submitting	Do you want to speak to Council or local Community Board about your feedback?	Iceinline Ice Rink Roof Funding Options. To learn more, follow this link Annual Plan 2023- 24 Consultation Document	Do you have any other comments on the 2023-2024 Annual Plan? To learn more, follow this link Annual Plan 2023-24 Consultation Document	Department	Staff Comments
176	Justin	Richmond	as an individual	No	Option 4: Do not support with any funding	Completely unnecessary and a waste of taxpayers money.  I would however support funding for cameras, speed bumps and a police salary for the young hooligans racing up and down the streets during weekends and Friday nights, slamming the sides of their cars and causing disruption until midnight on a weekly basis.	Business Support, Infrastructure	Policing is an activity that is funded by central government through taxes, so police staffing is not an area in the Vincent Community Board's control
177	Gary		as an individual	No	Option 4: Do not support with any funding	More housing please please	Business Support	The Vincent Community Board is currently developing land in The Pines, Alexandra. The Vincent Spatial Plan was completed last year which identifies suitable areas for development in the Vincent area to cover expected growth over the next 30 years.
178	Alec	Beange	as an individual	No	Option 4: Do not support with any funding	If the funding does go ahead, please make the building visually appealing, unlike the curling rink which is basically a farm shed. There was no thought to the fact that the structure is one of the first buildings visible when driving into Alexandra.	Parks and Recreation	Noted with comments to be passed on to Icein line.
179	Hannah	Townsend	as an individual	No	Option 4: Do not support with any funding	The club should raise funds themselves. not enough community members use this facility and its not open for long enough for it to be rate payer funded	Parks and Recreation	Comment is noted and considered.
180	Richard	Parker	as an individual	No	Option 4: Do not support with any funding	Time to cut spending	Parks and Recreation	Comment is noted and considered.
181	Renae	Corlet	as an individual	No	Option 4: Do not support with any funding			
182	Matthew	Sole	as an individual	Yes - CNL	Option 4: Do not support with any funding			
183	Tammy	Peart	as an individual	No	Option 4: Do not support with any funding			
184	Lynne	Smith	as an individual	No	Option 4: Do not support with any funding			
185	William	Smith	as an individual	No	Option 4: Do not support with any funding			

Item 23.5.3 - Appendix 1

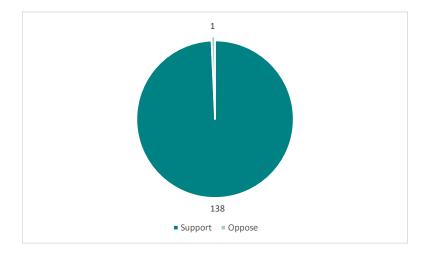
#### **Appendix 2: Informal Feedback**



On 6 April, CODC made the following post on Facebook promoting the Annual Plan consultation, focusing on the key issue, the proposal to support Iceinline Central with a grant towards the construction of a roof over its ice rink at Molyneux Park. This post elicited 139 comments, the results of which are captured in the chart below. 138 comments were in support, and one opposed.

The term "support" is interpreted to mean either general support for construction of a roof over the ice rink, or support for the Council's role in funding the ice rink roof construction. Support does not necessarily mean support for any one of the three specific options

provided in the formal consultation. The term "oppose" could be interpreted to mean opposition either to the construction of the ice rink or opposition to the Council's role in funding the ice rink roof construction.



One must use caution when analysing this data because the comments were brief and may not reflect thoughtful consideration of the various aspects of this project, including cost, impact on ratepayers and a variety of funding options that were provided to those who responded through the formal submission process.



# 23.5.4 COMMUNITY OUTCOMES AND COMMUNITY IDEAS FOR THE DRAFT 2024-34 LONG-TERM PLAN

Doc ID: 654345

# 1. Purpose of Report

To consider Council's Community Outcomes and review comments received through early community engagement for the 2023-34 Long-term Plan.

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#### Recommendations

That the Council

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

- B. Notes the existing Community Outcomes will be used in the development of the draft 2024-34 Long-term Plan.
- C. Considers the community ideas and agrees on the action that should be taken.
- D. Notes that the community ideas pertaining to the community boards will be taken to their next round of Community Board meetings for their consideration.

\_\_\_\_\_

# 2. Background

#### **Community Outcomes**

The purpose of local government is to promote well-being of communities in the present and for the future<sup>1</sup>. This requires local authorities to actively demonstrate, through policy, strategy, and work programmes, that well-being (as defined by communities) is reflected and prioritised in planning and delivery of services.

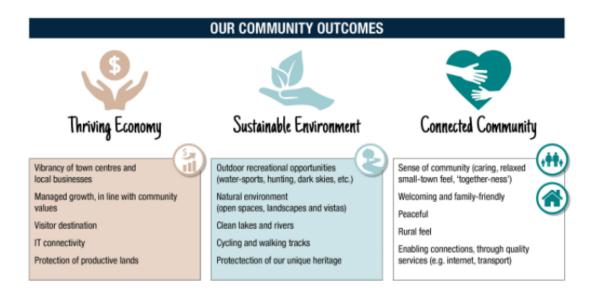
Community Outcomes express community perspective on well-being within a local authority context. They are the outcomes that a local authority aims to achieve in order to promote social, economic, environmental and cultural well-being<sup>2</sup>.

Central Otago District Council's current Community Outcomes were developed for the 2021-31 Long-term Plan. Community feedback through a range of engagement processes were analysed and grouped into common themes. This shaped our Community Outcomes:

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<sup>&</sup>lt;sup>1</sup> Local Government Act 2002, s. 10.1(b)

<sup>&</sup>lt;sup>2</sup> Local Government Act 2002, section 5 (1)



These Community Outcomes provide a high-level set of goals for all services and activities. By aiming for these Community Outcomes when developing a draft Long-term Plan through plans strategies and work programmes, Council seeks to improve the social, cultural, economic, and environmental well-being of the people in our district, now and for the future.

# Community ideas

This year Council took a proactive approach to preparing for the long-term planning cycle. Using the "ideas" tool in Council's *Let's Talk* engagement platform, the community was invited to share ideas in an online environment for what needs to be considered for the next ten years and beyond.

The ideas could have been something small that might have a big impact or something bigger that needed to be on the radar, given consideration or explored further. It could have been a project that needs financial support to happen, or maybe needed Council's backing in some other non-financial way. Those who shared ideas could post photos, comment, or like other ideas.

The platform was open from 3 April through to 1 May 2023. Fifty-eight ideas were received from across the district.

#### 3. Discussion

#### Community Outcomes for the draft 2024-34 Long-term Plan

Council's current Community Outcomes have provided the framework for strategies and policies over the past three years. Community engagement throughout this period suggests that these are still accurate and relevant for our Central Otago communities.

Council staff are currently undertaking a project to develop a District Vision and Well-being Framework for Central Otago. Community aspirations described through this process will include things that are beyond the direct control of Council. However, its development will inform the future vision and direction for Central Otago District Council, which will in turn provide a refresh of Council's Community Outcomes.

The community engagement and connection process for the District Vision will be occurring alongside the development of the 2024-34 Long-term Plan. However, the project will not be completed in time to inform any possible amendment to the current Community Outcomes. It

is therefore recommended that the existing Community Outcomes provide the framework for the draft 2024-2034 Long-term Plan.

# **Community ideas for Council's consideration**

A total of 33 ideas and comments received from the community relate to Council and/or district activities. These ideas, together with staff comments, are included in **appendix 1**.

Eight ideas have been assessed as non-Council activities and Council staff will put submitters in contact with the relevant entities who can help progress these.

A further fourteen ideas relate to programmed or existing Council workstreams. Staff will inform submitters about these programmed activities and how they can be kept up to date with progress.

The remaining eleven ideas relate to ideas that are not programmed in current workstreams. These are to be considered by Council for inclusion in the draft 2024-34 Long-term Plan.

# 4. Options

# Option 1 – (Recommended)

Consider the communities' ideas and consider what is included in the draft 2024-34 Long-term Plan.

#### Advantages:

 Enables Council to consider community ideas before drafting the 2024-34 Long-term Plan.

# Disadvantages:

None identified.

# Option 2

Do not consider the communities' ideas and consider what ideas are included in the draft 2024-34 Long-Term Plan.

# Advantages:

None identified.

#### Disadvantages:

- Council may omit including ideas and opportunities into their long-term planning processes that are meaningful and relevant to our communities.
- Does not meet the expectations of the community.

# 5. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables democratic local decision making and action by, and on behalf of communities, by considering the views of the community in drafting the 2024-34 Long-term Plan.
Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan?	The recommended actions from the Council and their estimated funding will be modelled and incorporated into the draft 2024-34 Long-term Plan.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes, this paper is consistent with all Council plans and policies.
Considerations as to sustainability, the environment and climate change impacts	Considerations to climate change occur throughout the long-term plan documentation and are specifically considered in the infrastructure strategy.
Risks Analysis	There is no risk to Council in considering this paper, the public ideas, and community well-beings for the draft 2024-34 Long-term Plan.
Significance, Consultation and Engagement (internal and external)	The development of the 2024-34 Long-term Plan will include public consultation, in line with the legislative requirements of the Local Government Act 2002.

# 6. Next Steps

Following direction from Council, the community ideas which receive support will be included in the draft 2024-34 Long-term Plan process.

All submitters will receive an update on the outcome of Council and community board deliberations on the ideas.

#### 7. Attachments

MMach.

Appendix 1 - Community Ideas for the Council's consideration U

Report author: Reviewed and authorised by:

Christina Martin Saskia Righarts

Project Manager - Organisational Group Manager - Business Support

19/05/2023 22/05/2023

		Talk It Up Data		Busi	ness Support	Analysis		Staff Input				
		Tulk it of buttu		Is this idea a	If no,	If yes,		Any workstreams	If not,		If not, quick	
a#	Title	Description	Idea Location (ward)	Council Activity?	refer contact to:	which departments?	If yes, delegation?	already in process this relates to?	budget est?	If not, staff time est?	win/further investigation required?	Staff Comment
JNCIL	- Ideas that do not relate to an existing Cou	,										
7	Fidy up the manuherikia	Lower the water level by removing the gravel from the river bed and remove the out of control willow trees that can be sold as fire wood or mulch for gardens and play areas with a vision to re planting natives	All	No	ORC, Contact Energy		CNL					Staff can promote this suggestion with the ORC and potentiall connect them with local riparian planting groups.
	ake Dunstan Cycle trail - drinking fountains where possible	Dunstan cycle trail (Old Cromwell to Bannockburn bridge) - would be great to add a drinking fountain at the Bannockburn Bridge end as it is a highly used track.	Vincent	No	Central Otago Queenstown Trail Network Trust		CNL					Council staff could support the Trails Trust in furthering this suggestion by assisting with technical advice on connection procedures and providing sustainable best practice examples this idea to be developed.
٠.	Comment response to "Lake Dunstan Cycle tria drinking fountains where possible"	And dog poop bins in the more popular areas!	All	No	Central Otago Queenstown Trail Network Trust		CNL					Council staff could support the Trails Trust in furthering this suggestion by assisting with technical advice on connection procedures and providing sustainable best practice examples in this idea to be developed. Council funds the emptying of urban rubbish bins and LINZ manages the bins around Lake Dunstan. If Council was to extend its bin emptying service this will be at an additional service con-
3	Bring the speed limit down when entering Roxburgh from Alex end from 80km to 50km to make it safer for children and elderly people.	At present this area is very unsafe. A Digital speed sign the same as the south end of Roxburgh would help in the short term.	Vincent	No	Waka Kotahi		CNL					This idea relates to the state highway network. Waka Kotahi will reviewing state highway speed limites within the district. There be opportunity to submit on proposed state highway changes in future.
8 (	Open the Clyde Dam causeway to cyclists	To avoid any potential accidents, with the increasing number of cyclists coming off the Lake Dunstan Trail who cycle over Clyde's one-lane bridge, why not open the causeway road on the Clyde dam for them? It would relieve the pressure on vehicle users who use this bridge daily and make for a great added experience for the thousands of locals and visitors who will be cycling this trail in the coming years.	Vincent	No	Contact Energy		CNL					Council is exploring options to create an alternative way for cycl to cross the Mata-au/Clutha River at Clyde. This is being investigated in Year 3 of the current LTP.  Permission to use the dam causeway sits with Contact, it is acknowledged that there are health and safety implications for toption.
4 1	Move the unused 'stuck in the mud' jetties on he Kawarau Arm boat ramp that are not able to be used around to the McNulty Inlet.		Cromwell	No	LINZ ORC Contact Energy		CNL					Contact is leading a project through its Landsacape and Visua Amenity Management Plan to look at that the entire foreshore a in front of the Cromwell Heritage Presinct - this will inlcude th jetties. Please note that these asssets are owned by LINZ.
9 1	More CODC Licenses to Occupy over LINZ land	CODC needs to explore the idea of adding more Licenses to occupy over areas of LINZ controlled lake edges to d enable more localised control of our resources. Who knows what great things could happen to our lake edge if we could just talk to someone locally about it!	All	No	LINZ ORC Contact Energy		CNL	No	<\$10K	High	Furter Investigation Required	This idea would need further investigation, initially to fund a feasibility study looking at potential locations, the potential for LINZ/ORC/Contact to be involved, and both CAPEX and OPE costs. Council could support in the collaboration of this proces
2	Public Toilets at popular lakeside locations	Some more public toilets could be set up around the lakeside at popular summer swimming areas. Expensive, yes, but it would get the poos and wees to where they need to be.	All	No	LINZ ORC Contact Energy		CNL	No	<\$10K	High	Furter Investigation Required	This idea would need further investigation, initially to fund a feasibility study looking at potential locations, the potential for LINZ/ORC/Contact to be involved, and both CAPEX and OPE costs. Council could support in the collaboration of this process
	Ideas that can form part of an existing Co Pedestrian and cycle bridge over Clutha	uncil workstream  Use the old historic pylons to rebuild bridge as a pedestrian and cycle way to allow people to cross the Clutha River and access Brodge Hill and Roxburgh trail without needing to use the road bridge.	Vincent	Yes		Roading, Tourism Central Otago	CNL	Yes				Scoping and design is underway. A feasibility study concluded bridge piers can not be utilised due to flood risk. Construction clip on currently budgeted for year 1 of 2024 LTP.
	Comment response to "Pedestrian and cycle oridge over Clutha"	Better,a clip on bridge attached below main road bridge similar to one on the Bannockburn bridge.	Vincent	Yes		Roading, Tourism Central Otago	CNL	Yes				Scoping and design is underway. Construction of clip on currer budgeted for year 1 of 2024 LTP.
	Any project should begin with a good brainstorn out it must end with execution and mplementation.	Any project should begin with a good brainstorm- but it must end with execution and implementation. Straw polls are indicative only- and must be followed by wider consultation- and problem solving.	All	Yes		Community and Engagement	CNL	Yes				This comment will be passed onto the Council team working o improving Project Management accross the organisation. This helpful advice for Council's project planning processes Staff ne to focus on doing the thinking up-front to create sound projec plans and ensuring that implementation processes is deliverab Governance supports in this process by providing robust decisi making processes.
5 (	How about we "Copenhaganize" Alexandra, Cromwell and Roxbough and become the cycling centre of New Zealand		All	Yes		Tourism Central Otago Roading	<sup>),</sup> CNL	Yes				The Destination Management Plan identified the community des to continue to develop the region as a Cycling Hub. The Touris Central Otago is working with Trail Trusts and cycle operations develop, promote and manage this cycle network. The Touris Central Otago is also working with the roading adn parks and reserve departments to support cycle friendly communities.
4 ;	Focus on recreational activities both passive and active, examples: river track on true right of the Matau-au from clyde to Alexandra.	Riverside project, roofing skating rink,hockey turf at Molyneaux.	All	Yes		Parks and Recreation Tourism Central Otago		Yes				This idea aligns with the oucomes of the Destination Managem Plan. Council is preparing a Open Space and Recreation Strate This is useful input into this process.
5 (	Cromwell Pool opening hours	Extended pool open hours for working folk - 2-3 times a week have an evening session where the pool is open until 9pm	Cromwell	Yes		Parks and Recreation	CNL	Yes				A level of service review of Central Otago pool is underway for development of the draft Long-term Plan. This is useful input in this process.
6	Set up a designated drop off zone for all the cycle tour companies somewhere along Alpha St. Plus add bike parking around the heritage area	Doing so would expose a lot more visitors to both the heritage precinct, new memorial hall/museum, cafes and shops	Cromwell	Yes		Roading, Strategy and Policy, Tourism Central Otago Reglatory	, CNL	Yes				This comment will be incorporated in the development of the Trading in Public Places Bylaw. Council staff could work with cy tour operators to consolodate drop off points for tour companie The solution could range from increased signage and marking through to constructing new areas for drop-off. Some bike racks already exist in the Heritage Precinct but sta could look into installing more, if there is a need.
8	mprove wheelchair access to outdoor ecreation facilities and green spaces	Access to green spaces is super important for mental and physical health. I organize activities for people with disabilities and even though we have amazing natural spaces in Central, most our local walking tracks and green spaces in Alexandra area are not easily wheelchair or walker accessibleif you've tried pushing a wheelchair on softish gravel then you know it's a big ask. More wide sealed trails with ramps in areas such as with the Dunedin harbour bike/walk trails would encourage people with disabilities to get out and enjoy the benefits of time in nature. Like at Butchers Dam or along the rivers.	All	Yes		Parks and Recreation Tourism Central Otago		Yes				Council is preparing a Open Space and Recreation Strategy Future developments will incorporate inclusivity to design and where practicable upgrades will also be inclusive in deign.  Tourism Central Otago is also working on inclusivity and accessable tourism opportunities.
2	Develop a community resilience plan with the purpose of living within our local resource and environmental limits.	Line at Estation Staff of Gloring and Holo.	All	Yes		Strategy and Policy	CNL	Yes		Med	Furter Investigation Required	Inital work is underway in both Planning and Community Development. Could provide report articulating current approa and seek feedback on next steps. Likely higher expense in infrastructure areas. Some work also completed in Infrastructu Response and Resilience Plans.
4	The Future of History - Ka mua, ka muri	Heritage is recognised and valued as an important resource in our District. Central Otago Heritage Trust proposes that a public & stakeholder symposium is held to refresh and understand community aspirations for heritage. Supported by CODC, the symposium would review and update the aspirations and goals set out in the 2012 document "Towards Better Heritage Outcomes".		Yes		Community and Engagement, Strategy and Policy	CNL	Yes				Council staff will be gathering community feedback through th District Vision project; further discussions can be had with the Central Otago Heritage Trust to understand desired outcomes a to determine how we cloud support the sector.

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		Talk It Up Data		Busii	ness Support	Analysis					Staff Inpo	ıt
Idea #	Title	Description	Idea Location (ward)	Is this idea a Council Activity?	If no, refer contact to:	If yes, which departments?	If yes, delegation?	Any workstreams already in process this relates to?	If not, budget est?	If not, staff time est?	If not, quick win/further investigation required?	Staff Comment
36	Public toilets' needed at the sports fields between Poole road and the high school in Alexandra.	There needs to be easily accessible toilets' for the Hundreds of kids who use these fields to play sports. There are no unlocked toilets' near by for the kids playing sports fields to use. The toilets' at the playground outside the stadium tavern are too far away for the kids playing sports on the fields all the way around the other side of Molyneux park, most smalls kids would have an accident and miss half their sports game by the time they made it there and back. The toilets' in the netball courts building are always locked.	Vincent	Yes		Property and Facilities	CNL	Yes				Funding for a new public toilet to replace the old Molyneux Park scoreboard toilets was provided for within the current annual plan budgets. The project scope was increased to provide for two x two pan (one accessible) back-to-back prefabricated toilet blocks. One toilet block will be accessible from within the Molyneux Stadium grounds and the other from the Pool Road side. The aim is to have this toilet operational by the end of the calendar year. Further public communication on this project will be provided once construction dates have been confirmed with contractors.
43	Lowburn Lakeside	Is there a way that Council can introduce some control to the Lowburn Lakeside Area that is majority used by Campers, Boaties and Water Park users? Sure it's LINZ Land, but the brunt of any problems with this area are largely borne by locals, which would place CODC as somewhat the logical authority to manage the issue.  Assuming we cant or wont restrict the campers, some plantings and fences, another toilet block and in particular a designated camping area to the north may prevent the spread of campers to the south end where they commandeer the pontoons and associated landing area which is probably best reserved for boaties. Some structured boat parking nearer the pontoon with a fence defining the desired land use would be ideal.  There's at least 3Ha of land and 500m of lakefront in that area (depending how you look at it) that can be used a lot better.  If CODC could work with LINZ to bring some order to this area would be great! Maybe a license to occupy for the	Cromwell	Yes		Parks and Recreation, Tourism Central Otago	CNL	Yes				Council is currently awaiting legislative change in this area. Once this direction has been enacted Council and LINZ will work on the development of localised bylaws. This idea will be useful in those discussions.
56	Alexandra Bridge Cycle crossing to connect with new Alexandra Riverside park	purposes of boat trailer parking (and hence not camping) could be the order??  Alexandra Bridge Cycle crossing to connect with new Alexandra Riverside park to facilitate cyclists and tourists to heasily get from the true right hand side of the Clutha Mata-au River to the true left to access the new facility and add a new stopping point for people on the Roxburgh Gorge trail. Particularly when it gets the gap filled from Doctors Point	Vincent	Yes		Roading, Tourism Central Otago	CNL	Yes				Scoping and design is underway. Construction of clip on currently budgeted for year 1 of 2024 LTP.
OUNC	Good Governance for Health and Wellbeing  L - Ideas to be considered for inclusion in the	Local government has an extraordinary opportunity to influence health and wellbeing by committing to good governance for health, as most of the health determinants are situated outside of the health care system. Some of the WHO (2016) recommendations for healthy cities includes:  -Work to deliver basic needs of all residents (education, housing, employment and security).  -Take measures to eliminate air, water and soil pollution in the district and tackle climate change at the local level by making our industries and cities green and ensure clean energy and air.  -Invest in children, prioritize early child development and ensure that district policies and programmes in health, education and social services leave no child behind.  -Make environments safe for women and girls, especially protecting them from harassment and gender-based violence.  -Improve the health of the urban poor, migrants and refugees and ensure their access to affordable housing and health care.  -Address multiple forms of discrimination against people living with disabilities, older people, and other vulnerable groups.  -Make our district safe from infectious disease through ensuring immunization, clean water, sanitation, waste management and vector control. Increase health literacy.  -Design our cities to promote sustainable urban mobility, walking and physical activity through attractive and green neighbourhoods, active transport infrastructure, strong road safety laws, and accessible play and leisure facilities.  -Implement sustainable and safe food policies/programmes that increase access to affordable healthy food and safe water (i.e., community gardens).  -Reduce the harmful use of alcohol including through regulation, pricing, education and taxation.  -Make environments smoke free and ban all forms of tobacco advertising, promotion and sponsorship.  -Another idea would be to consider Health in all policies (HiAP). HiAP is an approach to public policies that consider the health implications of decisions taken across sectors (i.e., not	All	Yes		Strategy and Policy	CNL	Yes				Initial information on some of these items will be gathered through the District Vision (Well-being strategy) project that is currently underway. Opportunities to consider these commentaries when developing Council policies into the future.
12	Sustainability and Biodiversity  Develop a climate and biodiversity plan for Central Otago	Let's be as well prepared as we can be for climate change so as to look after our economy, our people and our local environment.	All	Yes		Planning, Infrastructure, Strategy and Policy	CNL	Yes	<\$500K	High	Furter Investigation Required	CODC is working collaboratively with ORC and other agencies throughout Otago to develop an approach for reviewing and mapping significant natural areas, pending the release of the National Policy Statement for Indigenous Biodiversity by the Central Government. Once released CODC will embark on a Biodiversity Plan. In the interum, the group discusses biodiversity projects currently underway throughout Otago.
57	Solar and wind power assessments for Council- owned facilities	There are sites around Central Otago that may benefit from conversion to solar and/or wind to future proof against ongoing energy cost increases and to become more sustainably efficient. A prioritized list of sites could be developed and targeted for funding	All	Yes		Property and Facilities, Infrastructure	CNL	No	<\$50K	Low	Furter Investigation Required	Individual projects incorporate sustainability considerations.  However, a business case of Council sites for solar/wind/or other sustainability options could be undertaken
10	Urban Design	Plant natives in all our Parks and Reserves. Public land ( CODC administered) could become a Natural Burial Park, where instead of headstones native trees are planted above a body. Dunedin has a natural burial park and Central Otago could too.  Create a short term car park/s on the east side of the Cromwell Library beside the Disabled car park as all the	All	Yes		Parks and Recreation	CNL	No	<\$100K	High	Furter Investigation Required	This has been investigated. Central Otago soils are not conducive to natural burials and need significant biomass to aid decomposition. Sites for natural burials would need to be identified and additional soil installed.  Would require report to Council to consider update to schedule 1 of
13	Create Short Term Car Park/s for Cromwell Library	parks are full when I want to pick up my books on hold. This happens regularly in week day mornings in particular. 5 or 10 minutes seems an appropriate length of time for those who want to pick up books and leave again. Thanks!	Cromwell	Yes		Roading	CNL	No	<\$10K	Low	Quick Win	Roading Bylaw.  The Cromwell Town Centre Project will take a longer-term view on parking needs.
16	Old Cromwell Street Lighting	For winter hours when walking the dog at night install more street lighting. There is currently very few street lights in Old Cromwell.	Cromwell	Yes		Roading	CNL	No	\$1M+	High	Furter Investigation Required	Significant investment would be required to design and install additional lights.  Parking availability is best addressed through enforcement in the
27	More parking in town		All	Yes		Roading	CNL	No		Med	Furter Investigation Required	first instance. Previous parking studies show there is sufficient parking across the district.

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		Talk It Up Data		Busin	ess Support	Analysis					Staff Inpu	t
Idea #	Title	Description	Idea Location (ward)	Is this idea a Council Activity?	If no, refer contact to:	If yes, which departments?	If yes, delegation?	Any workstreams already in process this relates to?	If not, budget est?	If not, staff time est?	If not, quick win/further investigation required?	Staff Comment
45	A cable car that will link the newly created playground and carparks next to the river in Clyde to the heritage precinct.	This may sound like a crazy idea but it would solve Clyde's parking problems (that are only going to get worse) in an exciting and clever way.  Look up the Centre for Alternative Technology (CAT) website to view the gravity fed funicular railway. Two carriages are linked with a cable. A tank on the uppermost carriage fills with water, while a tank on the lower one empties. When the upper carriage is heavy enough, the brakes are released and gravity does the rest. Its a fun and environmentally efficient way to solve a problem and would pay for itself over time (ticket sales and parking fees) A lot of money has been spent on the area down by the river but it is not being well used. Spend a little more, add huge entertainment value and make it really work.	Vincent	Yes		Roading, Tourism Central Otago, Community and Engagement	CNL	No	\$0	Med	Furter Investigation Required	Council could support the community in investigating funding and feasibility options for this project if there is public appetite. This would involve council staff time to facilitate conversations and develop relationships. At a minimum, this is Council land, so the occupation will require authorisation.
49	Consistency around residential sub division development in Cromwell.	Street width in some recent developments is too narrow. Access by emergency service vehicles will be hindered when resident's vehicles are parked on either side of the street. High density housing can still occur with wide streets. Council needs to have a consistent policy regarding street, footpath, lighting and greenways for all developments. If you want to encourage cycling, then streets need to be wider.	Cromwell	Yes		Infrastructure	CNL	No	<\$50K	Med	Furter Investigation Required	Update to development standards (NZS4404:2010 and Councils addendum) has not progressed due to staff constraints. This project could progress with external support.
	Arts, Culture, and Strategy											
33	A Vision for Arts, Culture and Heritage	A thriving arts, culture and heritage scene supports our social and economic wellbeing. Central Otago Heritage Trust recommends that Council establishes an advisory board that brings together knowledge and expertise to develop a shared and connected long-term vision for arts, culture and heritage in our District. Such a vision would reinforce the goals and values expressed in the Central Otago Destination Management Plan.	All	Yes		District Vision, Strategy and Policy, Tourism Central Otago	CNL	No	<\$10K	High	Furter Investigation Required	These sectors currently have separate community-owned strategies. Further discussions can be had with the individual trusts to understand desired outcomes and to determine how Council can support greater collaboration. If there is consensus, Council could facilitate the development of a collective strategy for the sectors, though this work is currently not programmed. Council staff will be gathering high-level community sentiment on arts, culture and heritage through the District Vision project.
33	Comment response to "A Vision for Arts, Culture and Heritage "	This submission is wholeheartedly supported by the Central Otago District Arts Trust.	All	Yes		District Vision, Strategy and Policy	CNL	No	<\$10K	High	Furter Investigation Required	These sectors currently have separate community-owned strategies. Further discussions can be had with the individual trusts to understand desired outcomes and to determine how Council can support greater collaboration. If there is consensus, Council could facilitate the development of a collective strategy for the sectors, though this work is currently not programmed. Council staff will be gathering high-level community sentiment on arts, culture and heritage through the District Vision project.
38	Incorporating the culture, arts and heritage sectors of Central Otago under one 'umbrella' would be highly effective and make economic sense	These three areas are intrinsically linked to provide a sense of wellbeing to our community and also to promote Central Otago as a flourishing arts, cultural and heritage region.	All	Yes		District Vision, Strategy and Policy, Tourism Central Otago	CNL	No	<\$10K	High	Furter Investigation Required	As above. Within Council, these areas all fit within the Community Vision portfolio.

Item 23.5.4 - Appendix 1



#### 23.5.5 THREE WATERS BETTER OFF FUNDING - PROJECT UPDATE

Doc ID: 654503

# 1. Purpose of Report

To consider reallocation of the funding provided for lwi/Māori Engagement for Tranche 2 projects funding due to the Government's announcement that Tranche 2 is no longer going ahead.

#### Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Notes that Government have announced that Tranche 2 of the Better off Funding is no longer going ahead.
- C. Notes that \$50,000 was allocated by Council in Tranche 1 for lwi/Māori Engagement for Tranche 2 projects.
- D. Agrees to the reallocation of \$50,000 to the Cromwell Sand Filter Project.

#### 2. Background

As part of the Three Waters Reform the Government are providing a Better Off Funding package to each council. Central Otago District Council was due to receive \$12.84M from this package. This funding was to be allocated in two tranches.

- Tranche 1: \$3.21M
- Tranche 2: \$9.63M (dependent on the trajectory of the reform and the national elections in October 2023).

Council at their meeting on 24 August 2022 considered a report to determine the projects that will be included in the Better Off Funding (Tranche 1) application. Councillors resolved to apply for the following:

Tranche 1 Projects	Total cost (\$)
Iwi/Maori engagement for tranche 2	50,000
Community wellbeing framework (district vision)	90,000
Records digitization	251,500
Cromwell sand filter and pool liner	220,000
Alexandra pool liners	400,000
Roxburgh Pool fencing	108,000
Alexandra Community Centre – Earthquake strengthening and stage upgrade	584,500
Clyde Hall improvements	182,500
Alexandra Library project	611,500
RFID at libraries	361,000

Council buildings seismic assessments	320,000
Cromwell Bike Park Toilets	235,000

As previously reported to Council due to an error the budget for the approved projects actually totalled \$3.414M, exceeding the maximum amount Council can claim in Tranche 1 by \$204k.

Council at their meeting on 30 March 2023 considered how this shortfall in funding would be managed. Councillors resolved to:

- A. Receives the report and accepts the level of significance.
- B. Notes that there is a funding shortfall of \$204k from the projects agreed by Council to be funded from the Three Waters Better Off Funding.
- C. Agrees to apply the funding shortfall to the Pool Sand Filters project.
- D. Notes that staff will work to try and recoup some of this shortfall from contingencies contained within the other projects.
- E. Agrees that if there remains a funding shortfall, then budget already provided for the Pool Sand Filters project within the 2021-31 Long-term Plan be used.

On the 13 of April 2023, the Minister of Local Government, Hon Kieran McAnulty, announced changes to the water services reforms. This announcement included a statement that the Government has decided to not move ahead with the \$1.5 billion Tranche 2 Better off Funding. See **appendix 1** for a copy of the media release.

#### 3. Discussion

#### Re-allocation of surplus funding

As a result of the cancellation of Tranche 2, the project of lwi/Māori Engagement for Tranche 2 is no longer required. This project has \$50,000 of Better of Funding Tranche 1 funding attributed to it.

It is proposed the \$50,000 funding surplus is reallocated to the Cromwell Pool Sand Filter Project. This proposal is in-line with the Council's 30 March 2023 resolution above.

#### **Trance One Project Update**

See **appendix 2** for an update on Tranche 1 projects. Future updates to the Council will be provided via the Council's intranet, SharePoint.

# 4. Financial Considerations

The reallocation of \$50,000 towards the Cromwell Pool Sand Filter Project will reduce the potential need to use the Council's budget included in the 2021-31 Long-term Plan (LTP). (refer to resolution point E above).

Projects proposed to be put forward for Tranche 2 funding will be considered as part of the LTP process.

#### 5. Options

# Option 1 – (Recommended)

Notes as a result of the cancellation of Tranche 2 funding by Government, the project for lwi/Māori Engagement for Tranche 2 is no longer required.

Agrees to the reallocation of \$50,000 to the Cromwell Sand Filter Project.

# Advantages:

• The reallocation of \$50,000 towards the Cromwell Pool Sand Filter Project will reduce the potential need to use the Council's budget included in the 2021-31 Long-term Plan.

#### Disadvantages:

None.

#### Option 2

Notes as a result of the cancellation of Tranche 2 funding by Government, the project for lwi/Māori Engagement for Tranche 2 is no longer required.

Does not agree to the reallocation of \$50,000 to the Cromwell Sand Filter Project.

#### Advantages:

None.

#### Disadvantages:

 The potential to use Council's budget included in the 2021-31 Long-term Plan is not reduced.

# 6. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables democratic local decision making and action by, and on behalf of communities by ensuring transparency in funding decisions made by Council.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes
Considerations as to sustainability, the environment and climate change impacts	These are all considered individually within the projects agreed to be funded from the Three Waters Better Off Funding.
Risks Analysis	The recommended option reduces the potential risk that the Council's budget will be required to complete the Cromwell Pool Sand Filter Project.

Significance, Consultation and	This decision does not trigger consultation under
Engagement (internal and	the Significance and Engagement Policy.
external)	

# 7. Next Steps

• Application to reallocate funding is made to the Department of Internal Affairs.

#### 8. Attachments

Appendix 1 - Department of Internal Affairs - 3 April 2023 Media Release 4 Appendix 2 - Better off Funding Tranche 1 project update 4

Report author:

Christina Martin

Project Manager - Organisational

WMeet.

15/05/2023

May

Saskia Righarts

Group Manager - Business Support

Reviewed and authorised by:

15/05/2023

# Changes to water services reforms

The Minister of Local Government, Hon Kieran McAnulty, has announced changes to water services reforms.

#### 13 April 2023

The changes are designed to strengthen the connection between local communities and their water services provider while ensuring affordability of services for households.

#### Moving to 10 water services entities

The water services that are currently run by 67 councils across New Zealand will be combined into 10 publicly owned, specialised water service entities, rather than the four entities originally proposed.

The entities will be closely based around existing regions, enabling them to be better connected to the communities they serve.

The entities will be owned by local councils on behalf of the public, but will be operationally and financially independent from them.

This enables the entities to fund the significant long-term investment required in water services infrastructure.

For consumers, this means an improved quality of service and improved affordability of water services, compared with the increase in water charges likely under a continuation of the current water service delivery model.

#### Governance and local voice

Each water services entity will be governed by a professional board, with members appointed for their competencies and skills.

Local voice will be enhanced through the regional representative group for each entity, which provides strategic oversight and direction to the entity boards.

Under the 10-entity model, every territorial authority owner – and therefore every community – will be represented on their respective entity's regional representative group.

There will continue to be an equal number of mana whenua and council representatives on the entity's regional representative group.

Under te Tiriti o Waitangi/the Treaty of Waitangi, mana whenua have the right to participate in decisions that relate to water services. Iwi/Māori also have responsibilities as kaitiaki to protect Te Mana o te Wai, the health and mauri of our water.

#### Staged start date for water services entities from 2025

With more water services entities it will take more time to set them up.

Therefore, the 10 new entities will 'go live' in a staged approach, from early 2025 to 1 July 2026, rather than the original start date of 1 July 2024 for all entities.

#### Change to 'better off' funding for councils

The first \$500 million of Crown-funded 'better off' funding for councils is unaffected by the decision and will continue as planned.

The Government has decided not to move ahead with the \$1.5 billion second phase/tranche of better off funding for councils to ensure the water services entities are able to operate sustainability.

There have been mixed views on the proposed better off funding package, including strong views from some local authorities that this funding should be made available for investment into water infrastructure rather than for council investment more generally.

With smaller entities, it is important to ensure their balance sheets are not overburdened by avoiding placing any more debt on them than is necessary.

Increasing the number of entities will have increased establishment costs for the entities. If water services entities are required to bear these increased costs, they will find it more challenging to raise borrowing to increase rates of investment in water infrastructure.

Given the above, the second \$1.5 billion tranche of 'better off' funding can no longer be justified.

The \$500 million 'no worse off' funding package for councils will remain in place, which will ensure that no council is left worse off as a result of the costs and financial impacts of the transition process.

#### Implementing the changes

Legislation will be required to give effect to the Government's changes to water services reforms.

The Government intends to introduce and pass legislation to allow for these changes before this year's election. This will be subject to the Parliamentary timetable and processes, and include the opportunity for public feedback.

The changes do not have any significant impacts on the water services legislation that is currently before Parliament.

The Water Services Legislation Bill and the Water Services Economic Efficiency and Consumer Protection Bill will continue on their current timetable.

Feedback provided on these Bills is being considered by the Finance and Expenditure Committee and any changes in response to feedback will be progressed through the select committee process.

The Finance and Expenditure Committee is due to report back on 8 June 2023.

Council meeting \_\_\_\_\_ 31 May 2023

# Better off Funding Projects - Dashboard

	Business		0	BOF	Est.		Better off Fu	ınding Agreement	Risk Reporting		Better	Other	Other	Total	Estimted		
Projects	Project Plan	Procurement Plan	Contractor Engaged	Final Milestone	Completion Date	Are you still on time to meet the final milestone?	People resourcing an issue?	Sourcing construction materials an issue?	Risk of project cost over-run?	Risk of project needing to be descoped?	off Funding	CODC funding	External Funders	project cost est.	surplus/ deficit	Comments	
wi/Māori Engagement - Tranche 2		Project Cancelle	ed	30/06/2024	30/06/2024			Project Cancelled			\$50,000	\$0	\$0	\$0	\$50,000	This project is cancelled due to the Government's announcement that trance two is no longer proceeding.	
Community Wellbeing Framework and indicator Dataset	Completed	Completed	In Progress	30/06/2024	30/06/2024	Yes	Medium	N/A	Low	Low	\$90,000	\$45,000	\$0	\$135,000	\$0	Procurement is underway. People resourcing could be an issue for this project.	
Digitisation of Rateable Property Files	Completed	Completed	In Progress	30/06/2024	30/06/2024	Yes	Low	Low	Low	Low	\$251,500	\$0	\$0	\$251,500	\$0	Recruitment for two fixed-term digitisation staff is underway. Purchase of equipment and software completed.	
RFID Installation at Libraries	Completed	Completed	In Progress	31/05/2023	30/06/2024	No	Low	Low	Low	Low	\$361,000	\$0	\$0	\$306,500	\$54,500	Development of tender documents is underway. The estimated completion date and the updated estimate of total project costs will be updated once the contractor is engaged. It is unlikely that the original date included in the Better off Funding application will be met. However, an estimated potential surplus has been identified for this project.	
Cromwell pool liner	Completed	Completed	Completed	30/06/2024	1/08/2023	Yes	Low	Low	Low	Low	\$118,490	\$0	\$0	\$118,490	\$0	The pool liner is ordered and it is at this point estimated to be installed well ahead of the Better off Funding completion date.	
Alexandra pool liner	Completed	Completed	Completed	30/06/2024	1/08/2023	Yes	Low	Low	Low	Low	\$217,735	\$0	\$0	\$217,735	\$0	The pool liner is ordered and it is at this point estimated to be installed well ahead of the Better off Funding completion date.	
Cromwell sand filter	In Progress			30/06/2024	1/06/2024	Yes	Low	Low	Low	Low	\$79,775	\$0	\$0	\$283,775	(\$204,000	The development of a project plan is underway. The estimated total project cost will be updated as this project progresses.	
Roxburgh Pool Fencing		Community-led Pro	oject	30/06/2024	1/04/2023	Yes	Low	Low	Low	Low	\$108,000	\$0	\$0	\$108,000	\$0	The Roxburgh Pool Commitee has provided an update that the fencing will be completed this month.	
Jyde Hall Upgrades	Completed	Completed	Completed	31/08/2023	1/11/2023	No	Low	Low	Low	Low	\$182,500	\$50,500	\$49,627	\$282,627	\$0	The construction contractor is re-pricing work as the quote had expired and there is additional work of double glazing, and the renovation of the Alexandra Training Corps rooms. The original completion date will not be met as this the original closure dates no longer suit the regular hall users.	
Alexandra Library Renovation	Completed	Completed	Completed	31/12/2023	1/12/2023	Yes	Low	Low	Medium	Low	\$611,500	\$436,594	\$0	\$1,048,094	\$0	The approval of the detailed design is underway. The plans and specifications will then be given to the construction partner to price.	
Alexandra Community Centre Upgrades	Completed	Completed	Completed	31/01/2024	1/12/2023	Yes	Low	Low	Low	Low	\$584,500	\$414,900	\$350,600	\$1,350,000	\$0	Discussions are underway with the contractor and regular used to determine when the work will be undertaken.	
Seismic Assessment and Other Compliance Reports of Council Owned Buildings	Completed	Completed	Completed	31/07/2023	1/09/2023	No	Low	Low	Low	Low	\$320,000	\$139,420	\$0	\$399,051	\$40,000	The building assessments are underway. All but the fire and accessibility reports will be received before the Better Off Funding completion date. An estimated potential surplus has been identified for this project.	
Cromwell Bike Park Toilet	In Progress	In Progress		31/12/2023	Jun-24	Yes	Low	Low	Low	Low	\$235,000	\$0	\$0	\$197,000	\$38,000	The development of a project and procurement plan is underway. A potential surplus has been identified.	
			<b>.</b>	!	1					TOTALS	\$3,210,000	\$1,086,414	\$400,227	\$4,697,772	(\$21,500		

Item 23.5.5 - Appendix 2



#### 23.5.6 WASTEWATER COMPLIANCE UPDATE

Doc ID: 654821

# 1. Purpose

To consider work being undertaken to improve compliance with resource consents for wastewater treatment sites.

\_\_\_\_\_

#### Recommendations

That the report be received.

\_\_\_\_\_\_

#### 2. Discussion

Council has seven wastewater treatment plants located at Cromwell, Alexandra, Lake Roxburgh Village, Roxburgh, Omakau, Ranfurly and Naseby. The Omakau and Lake Roxburgh Village plants are operating within the consent limits. The remaining plants are operating under abatement notices.

The annual audit of wastewater treatment plants was undertaken by the Otago Regional Council (ORC) in January 2023. Several issues were identified during the audit which require action to address.

A standing report will be provided to future council meetings to provide councillors with a detailed outline of actions required and progress against these. This report provides a high-level overview of the operating environment that has led to these issues occurring, and changes being made to address these so that this situation does not re-occur.

The operating environment has been broken into the following sub-headings:

- Contract arrangements
- Council resourcing
- Regulatory requirements and monitoring
- Operational Funding
- Forward work planning

#### **Contract Arrangements**

Due to the original expected transition date of Three Waters to the new Water Services Entity on 1 July 2024, Council resolved to negotiate a two-year contract with the incumbent contractor of 13 years to continue to deliver physical work through to transition.

A new contract was prepared in consultation with Fulton Hogan Ltd with a negotiated price between January and June 2022. This new contract became effective on 1 July 2022 and applies to 30 June 2024, with potential for a further three one-year extensions.

The contract is a traditional model and is made up of lump sum items, unit rates, and dayworks. The scope of the contract relating to the wastewater systems includes but is not limited to:

- Planning, programming and undertaking of preventative / routine maintenance tasks to deliver cost-effective practices and provide value for money.
- Inspecting the network and facilities in accordance with the Maintenance Schedule.
- Inspection, maintenance and operation of wastewater treatment plants including screens, trickling filters, centrifuge, oxidation ponds, wetlands, imhoff tanks, UV systems, disposal systems and associated works and surrounds.
- Inspection, maintenance and operation of wastewater pumping stations.
- Routine and reactive maintenance of reticulation networks including pipes and manholes.
- Repairs to damaged wastewater pipes and manholes.
- Clearing of blocked wastewater pipelines.

Inspection, maintenance, and operation of the wastewater treatment plants is paid by a lump sum per month rate. Several issues have arisen with regards to delivery of expected work under the lump sum items.

To ensure the performance expectations of the contract and lump sum items are being met, a monthly audit schedule has been developed for treatment plants, reservoirs and pumpstations. This audit regime commenced on 1 May 2023. The internal resourcing to meet the increased audit oversight of the contract is equivalent to one full time staff member.

A report will be provided to Council by August to consider the extension of this contract.

#### **Council Resourcing**

There is a national shortage of capable people to fill roles in the three waters industry, particularly in leadership roles.

Changes to council's executive structure resulted in the Infrastructure Department being split. Three Waters was separated from the executive structure to enable the then Executive Manager Infrastructure to focus on Central Otago District Councils response to the Government Water Reform program.

Subsequently the Infrastructure Executive Manager took on a regional role which resulted in 80% of their time being funded regionally, with 20% (1 day per week) funded by Central Otago District Council. In this day they provide oversight to delivery of three waters operational and capital works teams, and water reform matters related specifically to Central Otago District Council.

At the same time there has been significant additional work required to be undertaken by members of the water operations team relating to respond to :

 requirements of the 2020 Water Services Act. This required water safety plans for the nine council water supply networks to be rewritten and submitted in November 2022. A new water safety plan has subsequently been prepared for the new combined Alexandra and Clyde water supplies. Water and sanitary services assessments are required to be prepared for all Central Otago communities by November 2024. A specific graduate role was added to the team in 2022 to support this workload, but the wider team are also required to contribute to these plans.

- requests for information and attendance at workshops for the Department of Internal Affairs Three Waters National Transition Unit (NTU). While staff time on the reform program is reimbursed by the NTU through transition funding, this does not meet the costs of backfilling roles with consultants. The Three Waters team staff time spent on transition activities between June 2022 and April 2023 equates to approximately half of a full-time equivalent role.
- changes to reporting requirements for drinking water that were introduced in November 2022 by Taumata Arowai and commenced in January 2023. These are requiring approximately half of a full-time equivalent role to deliver.

Councils Three Water Manager role recently became vacant. It is highly unlikely that council will be able to fill this role. There are several long-standing vacancies at this level across Otago.

One of the two three-waters engineers employed by council is leaving the district for family reasons, and advertising is underway for this position. There is a likely to be a period of 2-3 months between the existing person leaving and filling the role.

Several staff have planned extended leave over the next six months due to the reduced covid risk associated with international travel. This is going to put additional pressure on resourcing between July and November.

# Addressing Resourcing Need

To address the vacant Three Waters Manager role, a change in structure has been implemented. The Senior Water Engineer role has been changed to an Operations Team Leader and is now reporting to the Capital Works Program Manager. The Senior Water Planner and the Compliance and Customer Team Leader reporting lines have been changed to the Regional Three Waters Director.

Funding for the Three Waters Managers role is being reallocated to alternative resourcing.

Discussions are occurring regarding enabling the Regional Three Waters Director to provide leadership to the Three Waters Team four days a week until November 2023. This will be reviewed once clarity regarding the direction of water reform is provided.

A Three Waters Support officer is being recruited to enable reallocation of administrative workloads from technical staff.

\$120,000 of funding received from the NTU for staff time is being used to implement a software solution which will drastically reduce the amount of staff time used for reporting on drinking water compliance requirements. This software is widely used across New Zealand and is scheduled to be implemented by September.

A further technical support role to provide backfill while staff take leave, to provide support until the software for water performance reporting is implemented, support transition workload and further regulatory compliance requirements is being considered. This role can be funded from transition funding.

Recruitment of an additional operations engineer is required to meet the increased contract management audit workloads.

Following re-allocation of existing remuneration budgets, and consideration of transition funding, an increase in operating budget of \$180,000 is required to meet remuneration and direct overhead costs for the increased Three Waters staffing levels required to meet workloads.

# **Regulatory Requirements and Monitoring**

Central Otago District Council holds 43 consents for Three Waters operational activities and six for capital projects. In 2021 the ORC implemented a new monitoring and auditing approach to ensure it delivers against its statutory requirements. Central Otago District Council is required to meet the ORC monitoring costs for the consents it holds.

The annual cost of monitoring has increased from \$11,000 in 2020/21 which was used as a basis for setting the 2021 Long Term Plan budgets, to \$26,000 in 2021/22 and \$33,600 has been spent to date in 2022/23 with further charges expected before the end of the financial year.

Council funded an additional role commencing in 2021/22 to address shortcomings in reporting requirements under ORC consents. This has enabled council to meet its reporting requirements under the consents and improve the relationship with ORC compliance and monitoring staff.

The level of audit has increased however, and this is requiring a higher level of response from council staff. Increased time is required to respond to queries, provide documentation, and updating operations manuals.

Stormwater infiltration has been identified as an issue on Ranfurly, Cromwell, and Alexandra wastewater networks. The consents for these sites require council to investigate and address instances of cross connection of stormwater to the wastewater pipes on private properties.

Council enforcement staff working within the Regulatory Services Team do not have capacity to undertake this work, and there is insufficient resource capacity and enforcement capability in the Three Waters team for this. Additional resourcing is required in the enforcement team to follow-up on stormwater infiltration, tradewaste requirements, and backflow prevention.

#### Operational Funding

While operational expenditure for wastewater is largely tracking to budget, the budgets for periodic removal of sludge from different sites has required funding to be bought forward.

Council approved \$500,000 of funding to be bought forward on 25 January 2023 to progress sludge removal at Roxburgh. This work is being tendered, with a contract expected to be awarded in October.

Further work will be required to remove sludge from wetlands at Ranfurly and then replant the wetlands. Fulton Hogan have provided a cost range of \$225,000 – \$1.1million depending on requirements for sludge disposal. The removal of sludge from the Ranfurly wetland could potentially be incorporated into the Roxburgh sludge removal contract.

Once the disposal requirements for the Ranfurly sludge have been confirmed, then options for progressing this work will be provided to council. This work will need to be progressed within the 2023/24 financial year and is likely to require an increase to existing sludge management budgets.

# **Forward Capital Work Planning**

The Water Services Entities Act was adopted in December 2022. This Act transfers the responsibility for the planning and delivery of services to four new water entities from 1 July 2024.

The NTU have been leading the development of asset management plans for the 30-year period from 1 July 2024 for the four new water entities. Individual councils submitted the second draft of the 30-year future infrastructure requirements and associated costs to the NTU on 31 March 2023.

On the 13 April 2023 the Government announced a reset of the Water Reform program. The reset extends the transition date to the new Water Entity from 1 July 2024 to between 2025 and 1 July 2026. This means the basis on which the draft 2024 Plan has been prepared has changed. Councils will now continue to fund and deliver three waters for up to a further two years, and potentially longer depending on the outcome of the general election.

Information regarding the statutory requirements for inclusion of Three Waters in the 2024 Long Term Plans and asset management plan to support this reset in transition date is expected in June.

It is anticipated that the proposed timing of improvement projects in the NTU plan will be changed by council through the Long-Term Plan process to reflect affordability and deliverability constraints. There will be additional work for staff to prepare budgets and an asset management plan for council, however the extent of this will not be understood until further guidance is provided in June.

Staff have been preparing business cases to support the case for funding of infrastructure upgrades required to meet level of service, growth, and renewal needs. The level of service investment is largely driven by known and expected regulatory compliance requirements.

The Alexandra and Omakau wastewater business cases are now well advanced and will be presented to Council in September 2023. The Cromwell wastewater business case will commence in July.

The following table identifies the cost estimates for wastewater treatment upgrades that have been programmed in the next ten years in the capital works programme submitted to the NTU.

Location	Primary Drivers	Rough order costs for future upgrade
Omakau	Site is flood prone, discharges to Manuherekia River, resource consent expires in 2027	Approx. \$26 million
Alexandra	Equipment is at the end of its life, there is only one processing line so no resilience for breakdowns, limited remaining capacity for growth and	Approx \$85 million – \$110 million

	remaining Clyde reticulation. Consent expires in 2038, discharges to Clutha Mata-au River,	
Cromwell	Nitrogen limits being breached during autumn and winter, future increased plant capacity required.	Approx, \$5 million – \$20 million
Roxburgh	Nitrogen limits being breached in winter months.	Approx. \$2 million
Naseby and Ranfurly	The age and condition of the wavebands means operational repairs are no longer cost effective and renewal is a more cost-effective long-term solution.	Approx \$1 million

Further upgrades may be recommended for the Naseby and Ranfurly wastewater treatment sites once consultant reviews are completed. This work would be programmed into the 2024 Long Term Plan as it would not be able to be designed, consented and constructed within the next financial year.

#### 3. Attachments

Appendix 1 - Roxburgh Abatement Notice Performance Improvements U

Report author: Reviewed and authorised by:

Philippa Bain

Water Services Customer and Compliance Team Leader

P. R. Bai

22/05/2023

Julie Muir

Three Waters Director

22/05/2023

# Roxburgh Wastewater Treatment Plant Performance Improvements

Item of Work	Budget	Start Date	End Date	Status
New Monitoring Bore				
ORC resource consent for new monitoring bore	\$6,500	May-22	Jun-22	Complete
New monitoring bore installed downstream of basins		Jul-22	Aug-22	Complete
Power supply to site	\$200,000			
Easement for power supply across private land agreed by CODC		Dec-21	14-Nov-22	Complete
Easement agreed by Aurora		14-Nov-22	1-Feb-23	Complete
Aurora Pole replaced, cable laid, transformer installed along public road and easement by Delta for Aurora		3-Apr-23	17-Apr-23	Complete
Aurora to issue ICP		17-Apr-23	30-Jun-23	Waiting on Aurora to enable connection to go live
Electrician does connection			30-Jun-23	Needs ICP issued to proceed, electrician is engaged
Monthly effluent monitoring				Ongoing
New influent flow meter Roxburgh Bridge Pump Station	\$36,000		Feb-23	Awaiting wiring
New effluent outflow meter	\$13,883		30-Jun-23	Installed, awaiting power to commission
New screen	\$282,130		30-Jun-23	Installed and commissioned using generator to test, awaiting power to go live
Sludge Survey	\$12,000		17-Mar-22	Complete
Desludging (both ponds)	\$500,000		30-Apr-24	
Funding approval by Council			25-Jan-23	\$500k of funding to undertake this work by Council on 25 January 2023.
Investigation of options		24-Mar-23	30-May-23	Beca have completed this work

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# Roxburgh Wastewater Treatment Plant Performance Improvements

Resource consent application		30-May-23	7-Sep-23	Beca will be liaising with ORC on the options prior to proceeding with consent application
Prepare tender documents		2-Aug-23	1-Oct-23	Tentative Date - Tender documents can't be completed until sludge disposal consent is approved in principle by ORC
Procurement		1-Oct-23	17-Dec-23	Tentative Date - dependent on sludge disposal consent
Construction		17-Dec-23	30-Apr-24	Tentative Date - dependent on sludge disposal consent
Install aerator on pond 1	\$50,000	30-Apr-24	15-May-24	Desludging needs to be completed before this can occur. Re-using smaller aerators being replaced at Cromwell so no material lead-in time.
Consider nitrogen removal options & investment requirements for 2024 LTP	\$50,000	Oct-22	Jun-24	A nominal sum of \$2mill has been programmed in 2025/26 in initial plans for NTU and CODC LTP
Review plant performance over winter months 2024		May-24	Sep-24	Following desludging of ponds and installation of aerator
Finalise nitrogen removal option		Sep-24	Nov-24	Three-month investigation period
Prepare tender documents	\$2,000,000	Nov-24	Mar-25	Four-month design time
Procurement		Mar-25	Jun-25	Twelve-week procurement period
Construction		Jun-25	Jun-26	1 year - Could be long lead-in times on materials
Total funding spent or allocated prior to 30 June 2024	\$1,150,513			
Tentative funding requirement for 2025/26 for nitrogen removal	\$2,000,000			

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23.5.7 PLAN CHANGE 22 DARK SKY

Doc ID: 654450

#### 1. Purpose of Report

To consider the notification of proposed Plan Change 22 in accordance with Clause 5 of the first Schedule to the Resource Management Act 1991.

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#### Recommendations

That the Council

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

B. Directs that Plan Change 22 be notified in accordance with Clause 5 of the first Schedule to the Resource Management Act 1991.

# 2. Background

With assistance from Council, community group Naseby Vision undertook a comprehensive process with the community and the International Dark-Sky Association (IDA) over a number of years and provided a considerable amount of information upon which to base a new Dark Sky chapter in the Central Otago District Plan.

A new chapter was drafted from the material provided by Naseby Vision to Council. The provisions will apply to areas mapped as "Dark Sky Precinct". The first Dark Sky Precinct mapped area will apply to the Naseby township.

While Naseby Vision had undertaken considerable engagement with the community and the IDA over a number of years, engagement with Iwi authorities had not occurred as required of Council when undertaking a plan change.

On 14 December 2022 Council considered a report recommending that the proposed Plan Change 22 (PC 22) to the Central Otago District Plan be notified following engagement with Aukaha.

After discussion it was resolved that the plan change should come back to Council for consideration after it had been reviewed by Aukaha.

#### 3. Discussion

As indicated in the report to Council on 14 December 2022, engagement with Iwi authority had been initiated and staff were working with Aukaha.

Following that engagement process, a cultural context has been added to the proposed chapter and assessment matters refined. The amended chapter is attached in Appendix 1.

#### 4. Financial Considerations

The progressing of Plan Change 22 through the statutory process is funded from the existing District Plan review budget.

# 5. Options

#### Option 1 – (Recommended)

Approve notification of Plan Change 22 in accordance with Clause 5 of the First Schedule to the Resource Management Act 1991.

# Advantages:

- Council meeting expectation of community following commitment to progress towards making provision for protection of night sky.
- Enable Naseby Vision to make an application to the IDA for a Dark Sky Community accreditation.
- Protection of the special character and quality of the night skies from light pollution.

#### Disadvantages:

No obvious disadvantages.

### Option 2

Not approve notification of Plan Change 22 in accordance with Clause 5 of the First Schedule to the Resource Management Act 1991.

#### Advantages:

No obvious advantages.

#### Disadvantages:

- Special character and qualities of with the night skies would remain unprotected.
- IDA accreditation for the first Dark Sky Precinct (Naseby) would not be able to be granted.

# 6. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables democratic local decision making and action by, and on behalf of communities by the Central Otago District Council.
	The Council has functions under the RMA to carry out these functions. The plan change process under the Resource Management Act is a democratic public process and requires an assessment of the social, economic, environmental, and cultural well-being.

	This decision promotes the social, cultural, economic and, environmental wellbeing of communities, in the present and for the future.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes – the Central Otago District Plan. The proposed plan change makes amendments to the operative Central Otago District Plan
Considerations as to sustainability, the environment and climate change impacts	The plan change process does not impact on these matters and the merits of the plan change are considered against the RMA framework.
Risks Analysis	There are no risks associated with this request.
Significance, Consultation and Engagement (internal and external)	The plan change will be publicly notified in accordance with the First Schedule to the RMA, which provides a right of submission and further submission.

# 7. Next Steps

The Plan Change and section 32 analysis will be finalised for release to Schedule 1 parties then publicly notified in accordance Clause 5 of the First Schedule to the Resource Management Act 1991.

# 8. Attachments

white

Appendix 1 - Plan Change 22 - Dark Sky Chapter Provisions (2).pdf &

Report author: Reviewed and authorised by:

Ann Rodgers Louise van der Voort

Principal Policy Planner Interim Chief Executive Officer

12/05/2023 23/05/2023



# **Central Otago District Plan**

Plan Change 22 – Dark Sky

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Rules	 4



# Dark Sky Introduction

A dark sky reserve is public or private land where the quality of starry nights and the nocturnal environment are exceptional, and those qualities are specifically protected for cultural, natural, educational, scientific or public purposes.

Outdoor lighting is required by the people of the district for a variety of reasons. These reasons include street and road lighting, private residential lighting, outdoor advertising, security lighting in business and residential areas, search lights, illumination of recreational lighting, decoration or display of public amenities and air traffic control. Lighting on private property can spill onto neighbouring land and roads causing annoyance, and in some cases, danger particularly if the light is intense.

For Kāi Tahu mana whenua, each layer of te taiao (the environment) such as the mountains, waterways and the sky are connected, and not just in the physical sense. Through whakapapa, mana whenua themselves are also interwoven throughout the tapestry of the universe and all life which is sustained throughout it. Many mauka (mountains) are named after stars, further illustrating the direct link that mana whenua saw between the world of man and the cosmological world of the Ātua (gods) above.

Traditionally, mana whenua travelled by the stars and used astronomy to guide them in everyday practices such as food gathering and planting. There was a season for everything, and these seasons were determined by the star pointers such as matariki. When matariki was seen, the game was preserved, as it marked the season when such food supplies were to be procured and preserved in fat for the coming winter months. The tūpuna (ancestors) of mana whenua made use of their understanding of the changing night sky patterns, along with familiarity of natural patterns of clouds, winds, waves, tides and bird movements to navigate their way across the moana (sea) and through the whenua (land). Therefore, for mana whenua, the night sky is an integral part of their ancestral and cultural landscape just like the cultural landscape here on land, a landscape which will disappear under excessive artificial light.

The provisions seek to provide for adequate lighting to support activities and provide a safe environment, while protecting the values of the dark sky.

# Objectives

Objective	Objectives		
DS-01	Purpose of the Dark Sky Precinct		
The Dark	Sky Precinct provides for the protection, maintenance and enhancement of the		
night sky f	rom the adverse effects of lighting associated with development.		
DS-02	Outdoor Lighting		
Outdoor lighting allows activities to occur beyond daylight hours and provides safety and			
security for activities, while protecting views of the night sky and managing light spill to			
maintain a	maintain amenity values and the safe operation of the transport network.		

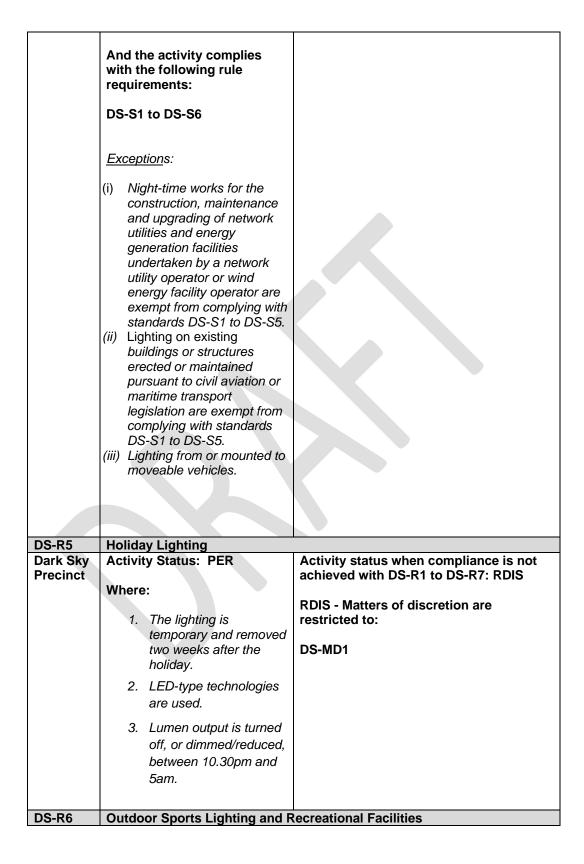
# Policies

Policies			
DS-P1	Protection of the Dark Sky		
	Protect the benefits of unique night sky within the Dark Sky Precinct, including:		
	visual amenity values of the dark sky;		
	improved dark sky environmental quality;		
	opportunities for education and science;		
	4. preservation and transfer of mātauraka Māori;		
	5. enhanced health and wellbeing; and		
	6. opportunities for astro-tourism		
DS-P2	Character and Qualities of the Dark Sky Precinct		
	Only allow exterior lighting within the Dark Sky Precinct that:		
	has a clear purpose;		
	<ol><li>is targeted only to where it is needed;</li></ol>		
	<ul><li>2. is targeted only to where it is needed;</li><li>3. is no brighter than necessary; and</li></ul>		
	<ol><li>is targeted only to where it is needed;</li></ol>		
	<ul><li>2. is targeted only to where it is needed;</li><li>3. is no brighter than necessary; and</li></ul>		
DS-P3	<ul><li>2. is targeted only to where it is needed;</li><li>3. is no brighter than necessary; and</li></ul>		
DS-P3	is targeted only to where it is needed;     is no brighter than necessary; and     is used only when necessary.   Darkness  Require outdoor lighting to be installed to avoid the potential for light to be		
DS-P3	is targeted only to where it is needed;     is no brighter than necessary; and     is used only when necessary.  Darkness		

# Rules

DS-R1	Outdoor Lighting		
Dark Sky Precinct	Activity Status: PER	Activity status when compliance is not achieved with DS-R1 to DS-R7: RDIS	
	Where:		
	There is outdoor lighting	RDIS - Matters of discretion are restricted to:	
	And the activity complies with the following rule requirements:	DS-MD1	

	DS-S1 to DS-S6	
DS-R2	Security Lights	
Dark Sky	Activity Status: PER	Activity status when compliance is not
Precinct		achieved with DS-R1 to DS-R7: RDIS
	Where:	
		RDIS - Matters of discretion are
	1. Security lights are fitted and	restricted to:
	controlled with a motion	
	sensor.	DS-MD1
	And the activity complies	
	with the following rule	1,
	requirements:	
	DS-S1 to DS-S6	
DC D2	Challants and Large Class Dec	are and Mindows
DS-R3	Skylights and Large Glass Doo Activity Status: PER	Activity status when compliance is not
Dark Sky Precinct	Activity Status: PER	achieved with DS-R1 to DS-R7: RDIS
FIECITICE	Where:	achieved with D3-K1 to D3-K1. KDI3
	1. There is no spill of light	RDIS - Matters of discretion are
	through the skylight	restricted to:
	after 10pm.	restricted to.
	and ropini	DS-MD1
	2. Window coverings are	
	installed for large glass	
	doors and windows that	
	allow light to spill	
	outside (e.g., high	
	vaulted and dormer	
	windows).	
	3. Shielded and tilted light	
	fittings are used for	
,	indoor lights that are	
	fitted near glass doors,	
	windows and ceiling.	
	Note: Compliance with this rule	
	may be achieved through use	
	of blinds or other means of light	
	covering; or by use of glass	
	that does not emit internal light	
DS-R4	Outdoor Landscape or Decora	tive Lighting Installations
Dark Sky	Activity Status: PER	Activity status when compliance is not
Precinct		achieved with DS-R1 to DS-R7: RDIS
	Where:	
		RDIS - Matters of discretion are
	The lights are fitted and	restricted to:
	controlled with motion	DO MD4
	sensors.	DS-MD1



Item 23.5.7 - Appendix 1

# Dark Sky Precinct

**Activity Status: PER** 

## Where:

- All outdoor sports lighting shall have a colour temperature of light emitted of 5700K Kelvin or lower.
- 2. Outdoor sports lighting shall be designed to the illumination levels recommended in Australian Standard AS 2560 Guide to sports lighting, all parts.
- 3. Maximum permitted illumination level is to be that recommended for "Level 3" competition standard. The lighting design initial levels shall not exceed the recommended average service illuminance level by more than 50% and shall meet the recommended uniformity.
- 4. Luminous intensity from any light source for any viewing angles at 1.5m height, at a distance of 45m beyond the field shall not exceed 1000 candela.
- 5. Outdoor sports lighting shall not operate between 10pm and 6am.
- All outdoor sports lighting shall provide the following controls;
  - (i) Automatic curfew controls to ensure the lighting is off between 10pm and 6am.
  - (ii) Local control to turn lights on and off.
  - (iii) If the lighting has a lighting level for competition, it shall also have a selectable lower lighting level for training.

Activity status when compliance is not achieved with DS-R1 to DS-R7: RDIS

RDIS - Matters of discretion are restricted to:

DS-MD1

	And the activity complies with the following rule requirements:  DS-S1 to DS-S6	
DS-R7	Lighting for any new building	
Dark Sky Precinct	Activity Status: PER  Where the activity complies with the following rule requirements:  DS-S1 to DS-S6	Activity status when compliance is not achieved with DS-R1 to DS-R8: RDIS  RDIS - Matters of discretion are restricted to:  DS-MD1

## Standards

DS-S1	Direction	
Dark Sky Precinct	All fixed exterior lighting shall be directed away from any adjacent roads, residential properties and lakes.	Activity status when compliance is not achieved with DS-S1 to DS-S6: RDIS  RDIS - Matters of discretion are restricted to:  DS-MD1  1.
DS-S2	Shielding	
Dark Sky Precinct	All outdoor lighting shall be shielded from above the light in such a manner that the edge of the shield is below the light source.	Activity status when compliance is not achieved with DS-S1 to DS-S6: RDIS  RDIS - Matters of discretion are restricted to:  DS-MD1
DS-S3	Colour Temperature	
Dark Sky Precinct	Within the Dark Sky     Precinct, all outdoor     lighting shall have a     colour temperature of light     emitted of 3000K Kelvin or     lower.	Activity status when compliance is not achieved with DS-S1 to DS-S6: RDIS RDIS - Matters of discretion are restricted to:  DS-MD1

DS-S4	Lamp Types		
Dark Sky Precinct	Only light-emitting diode, low pressure sodium and high-pressure sodium lamps shall be used.	Activity status when compliance is not achieved with DS-S1 to DS-S6: RDIS  RDIS - Matters of discretion are restricted to:  DS-MD1	
DS-S5	Horizontal and Vertical Illum		
Dark Sky Precinct	1. Within the Dark Sky Precinct, all outdoor lighting with a light output of 500 lamp lumens or greater shall be shielded or tilted so as to not emit any light at or above a horizontal plane measured at the light source.	Activity status when compliance is not achieved with DS-S1 to DS-S6: RDIS  RDIS - Matters of discretion are restricted to:  DS-MD1	
DS-S6	Lumen Levels		
Dark Sky Precinct	Lighting shall be limited to a maximum of 12 lumens per m2	Activity status when compliance is not achieved with DS-S1 to DS-S6: RDIS  RDIS - Matters of discretion are restricted to:  DS-MD1	

## MATTERS OF DISCRETION



1. The individual or cumulative effects of the lighting fixture(s) on the ability to view the night sky.

- 2. The individual or cumulative effects of the lighting fixture(s) on the quality of the dark sky.
- 3. The effects on historic heritage or cultural values of sites, structures, places and areas.
- 4. Whether the lighting is necessary for operational or functional purposes.
- 5. The effectiveness and practicality of any measures to mitigate the effects of light spill.
- 6. The effects of the siting of the lighting fixtures(s) on the safety and visibility on transportation networks.





## 23.5.8 ALEXANDRA AIRPORT RUNWAY RESURFACING

Doc ID: 622871

## 1. Purpose of Report

To consider approval for additional funding required to complete runway resurfacing at Alexandra Airport.

\_\_\_\_\_

#### Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Approves an additional \$445,000 to complete the resurfacing of Alexandra Airport. The additional budget is to be funded from existing budgets for new hangar site development which will be delayed until a new financial strategy for the Airport has been developed through the Long-term Plan 2024-34 process.
- C. Authorise the Chief Executive to do all that is necessary to give effect to the resolutions.

\_\_\_\_\_

## 2. Background

The Alexandra Airport (the Airport) has a 1200m long by 30m wide chip sealed runway, shown below in Figure 1. The runway was first chip sealed around the mid to late 1980s and has not been resurfaced since.



Figure 1 – Alexandra Airport Runway

Resealing of the runway was considered in 2018 and budget of around \$370,000 was included in year two of the Long-Term Plan 2018-28. However, further investigation into the appropriate type of resurfacing was required and the reseal was delayed and reforecast in the Long-Term Plan 2021-31.

A budget of \$486,000 based on previous cost estimates with added inflation was included in the Long-Term Plan 2021-31 and resealing was planned for spring or summer 2022/23.

Due to Covid 19 and subsequent resource constraints prices have escalated significantly in the last few years causing unforeseen cost increases for many budgeted construction projects.

Council's roading contractor has provided an updated cost estimate for the reseal of the runway of \$930,000 which includes 15% contingency for price increases from now until Spring Summer 2023/24. This leaves a shortfall of around \$445,000 to complete the resurfacing.

## 3. Discussion

Part of the vision for the Airport in the Alexandra Airport Masterplan is to provide a 'safe, user friendly and efficient facility for aviation related businesses, aircraft operators and lease holders'. The Masterplan also identifies Airport safeguarding as an important consideration and that the 'day-to-day focus should be on the continued safe operation of the Airport, including safety reporting and maintenance of operational areas.'

The runway surface has deteriorated recently in some places and airport users are concerned for the safety of their planes for take-off and landing. A repair was carried out in 2022 for around \$3,500 where the chip seal had disappeared leaving a hole.

Keeping the focus of continued safe operation of the Airport in mind, If the runway reseal is delayed for another year it is considered likely that more spot repairs will be required and safety risks will increase for aircraft using the runway.

A new hangar site development of 20 hangar sites was scheduled in 2023/24 on the east side of the runway. Budget of around \$900,000 is included in 2023/24 to provide an access road, fencing and water and power services infrastructure for the new sites.

This new development was planned in response to high demand for hangar/accommodation sites. Development of the hangar sites was delayed for two-three years waiting for the town water supply to be available to the Airport. The current water supply is barely sufficient to service the current hangar sites and has no further capacity for new development. As a result of the delays a waiting list was created for those interested in hangar sites which had accumulated 30 interested parties by 2022.

Unfortunately, due to further delays with water supply and potentially due to changes in the economy, the demand for new hangar sites is now considerably less certain and only six interested parties from the waiting list have confirmed their interest. Due to this lack of clarity around demand, funding schemes under the Long Term Plan will need to be revisited before the new hangar site development is progressed.

However, it is still important to safeguard the existing Alexandra Airport asset and ensure the runway remains safe and fit for purpose. Therefore, it is proposed that some of the capital expenditure that would have been used for the new hangar site development in 2023/24 is substituted to fund the shortfall now required to complete the resurfacing of the runway.

## 4. Financial Considerations

The estimated cost to resurface the runway is \$930,000 which includes 15% contingency for price increases from now until Spring/Summer 2023/23.

Funding of \$486,000 for runway resurfacing is included in the annual plan funding for 2022/23 leaving a shortfall of around \$445,000 to complete the runway resurfacing.

Capital funding of \$921,000 is included in budgets for this financial year for infrastructure for services and access for the proposed new hangar site development. As mentioned in the discussion above, due to a lack of clarity in demand for sites funding for this development will need to revisited in the Long Term Plan before it progresses.

It is proposed that some of this existing budget funding is substituted to cover the shortfall of \$445,000 required to complete the resurfacing of the runway.

Renewal costs for the Airport are paid out of the Airport investment account and any deficit repaid through depreciation funded by rates.

The financial funding strategy for the Airport will be addressed in the Long Term Plan 2024-34 process.

## 5. Options

## Option 1 – (Recommended)

Approve an additional \$445,000 to complete the resurfacing of the sealed runway at Alexandra Airport in 2023/24 to be funded from existing capital budget earmarked for new hangar precinct development.

## Advantages:

 The resealing work can be scheduled and carried out as soon as possible by the end of 2023 and prevent further damage to the runway and risk to users.

## Disadvantages:

 Additional spending is required. However if not spent now will need to be budgeted in Long Term Plan.

#### Option 2

Do not approve funding of \$445,000 to reseal the runway at Alexandra Airport. Full funding to be included in Year one of the Long-term Plan 2024-34.

## Advantages:

Spending will be delayed until 2023-24 Long-term Plan process.

## Disadvantages:

• The cost for resealing of the runway will need to be included in the Long-term Plan 2024-34 and will be delayed by a minimum of 12 months during which time contractor prices are likely to increase.

- Further unbudgeted cost for spot repairs is likely to be necessary in the next 12 months.
- Risk to aircraft and airport users is increased by likelihood of further deterioration of the runway surface.

## 6. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the social and economic wellbeing of communities, in the present and for the future by safeguarding the Alexandra Airport asset. Alexandra Airport is a community asset which will provide future income to help fund council core activities.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes.  Resurfacing of the runway as scheduled in 2022/23 is consistent with the vision of the Alexandra Airport Masterplan to provide a 'safe, user friendly and efficient facility for aviation related businesses, aircraft operators and lease holders'.
Considerations as to sustainability, the environment and climate change impacts	This decision has no implications to change the current impact the Airport has on the environment or climate change.
Risks Analysis	There is a potential health and safety risk for Airport users if the runway is not resurfaced.  This would also pose a liability risk to Council if an accident occurred due to the condition of the runway surface.
Significance, Consultation and Engagement (internal and external)	The proposal does not exceed any of the thresholds or meet any of the criteria in the Significance and Engagement Policy and public consultation is not considered a requirement.

## 7. Next Steps

- Contractor confirmed for runway reseal
- Sealing scheduled in spring/summer season 2023/24 to prevent further delays

## 8. Attachments

Nil

Report author:

Reviewed and authorised by:

Tara Bates Property Officer 15/05/2023 David Scoones General Manager – Community Experience 18/05/2023



23.5.9 ROADING BYLAW 2023

Doc ID: 654599

## 1. Purpose of Report

To consider the submissions on the proposed Roading Bylaw 2023.

\_\_\_\_\_

## Recommendations

That the Council

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

B. Notes the submissions received.

C. Adopts the Roading Bylaw 2023.

\_\_\_\_\_

## 2. Background

The Council considered a new roading bylaw at its 25 January 2023 meeting. This bylaw was developed following a review of the 2020 Roading Bylaw which recommended two amendments:

- 1. Restrict parking on footpaths and cycle paths.
- 2. Alignment of parking enforcement fees to the Land Transport (Offences and Penalties) Regulations 1999.

The Land Transport (Road User) Rule 2004 specifies no person may park on a footpath or cycle path. An addition was added to the updated 2023 Bylaw for consultation.

Roading Bylaw 2023 addition:

## Parking on Footpaths

No person may stop, stand or park any vehicle on a footpath or on a cycle path.

If, as a result of stopping, standing, parking or traversing where there is no vehicle crossing over a footpath, damage is caused to the footpath the person in charge of the vehicle causing the damage may be required to pay for repair of the damage to the satisfaction of Council.

Under the Land Transport (Road User) Rule 2004 parking on footpath or cycle path may result in a fixed infringement of \$40.

An update of the Roading Bylaw 2020 was proposed to align to the fines listed in the Land Transport (Offences and Penalties) Regulations 1999. This graduated scale of fines reflects the offence and alignment to the Land Transport (Offences and Penalties) Regulations 1999 is the method used by other councils when making a bylaw.

Roading Bylaw 2023 addition:

## **Penalties**

Any person who breaches this Bylaw (including and control, restriction, limitation, or prohibition under this bylaw) commits an offence under the Land Transport Act 1998, or the Local Government Act 2002 and is liable to the penalties set out in the relevant Act.

The fines listed in these regulations relate to breaches of certain provisions of the Land Transport (Road User) Rule 2004. The Council, as a road controlling authority, has the ability to include these rules in its bylaw and empower parking wardens to enforce them.

The schedule of fines contained in the Land Transport (Offences and Penalties) Regulations 1999 are listed below.

1. Any parking offence involving parking on a road in breach of a local authority bylaw, in excess of a period fixed by a metre or otherwise, where the excess time is:

0	Not more than 30 minutes	\$12*
0	More than 30 minutes but not more than 1 hour	\$15*
0	More than 1 hour but not more than 2 hours	\$21*
0	More than 2 hours but not more than 4 hours	\$30*
0	More than 4 hours but not more than 6 hours	\$42*
0	More than 6 hours	\$57*

<sup>\*</sup>or such lesser amount as fixed by the local authority

2.	Parking on or within 6 metres of an intersection	\$60
3.	Parking on or near a pedestrian crossing	\$60
4.	Parking on broken yellow lines	\$60
5.	Double parking	\$60
6.	Inconsiderate parking	\$60
7.	Parking on a clearway	\$60
8.	Parking on a bus-only lane	\$60
9.	All other parking offences	\$40

The Council approved consultation on the draft bylaw following the special consultative procedure. Consultation on the draft bylaw opened on 30 January and closed on 27 February 2023. Submissions were called for both online via the Council's website and Facebook page as well as through advertisements in both the Otago Daily Times and the Central Otago News. Copies of the draft bylaw and statement of proposal were also made available in all council service centres and libraries.

#### 3. Discussion

Six submissions were received on the draft 2023 bylaw. A copy of the submissions is attached in Appendix 1. Four submitters were in support of the changes, one in part and one not in support.

The key themes of the feedback are summarised below:

- Due to narrow streets, it is common to park on the kerbside for traffic flow. Parking on the street can cause congestion and hazards. Wider streets may allow for two vehicles to pass, but not all streets have this capacity.
- 2. Restricting parking on footpaths will prevent damage and improve safety for pedestrians, especially those with prams, toddlers, wheelchairs, and the elderly.

- 3. Parking time limit signs should be enforced.
- 4. There should be restrictions on parking on footpaths and cycle paths but no parking charges.

Timed parking restrictions and the restriction of parking on footpaths and cycleways are important measures for ensuring the safety of pedestrians and maintaining smooth traffic flow. The updated graduated scale of fines in the 2023 bylaw reflects the offence.

The update to restricting parking on footpaths and cycleways ensures that these areas remain clear and safe for those using them. In some instances, staff will take steps to address the issue of parking on footpaths and cycleways, such as writing a letter, before considering more formal enforcement measures like fines.

No amendments to the draft bylaw are recommended.

## 4. Financial Considerations

The update to the bylaw can be accommodated within existing budgets.

Funding of \$2,500 per annum is currently allocated through the Long Term Plan for parking enforcement with income received through infringements offsetting additional expenditure. Income from infringements will offset further parking enforcement over and above the \$2,500 allocation.

The implementation of new technology will enable more efficient issuing and processing of parking infringements. The technology will also ensure statutory timeframes are met with reminder notices sent on time and any unpaid fines are automatically lodged with the court.

## 5. Options

## Option 1 – (Recommended)

Adopt the Roading Bylaw 2023.

## Advantages:

- Allows for the suggested improvements to the 2020 bylaw to be implemented.
- Those who only breach a parking restriction by a small amount pay an appropriate fine.
- Parking restriction fees align to other councils throughout New Zealand.
- Parking restrictions on footpaths and cycle paths can be enforced with infringements issued if required.
- More active parking enforcement will work to address parking issues.

## Disadvantages:

- May require more active parking enforcement by parking wardens.
- May result in lower income if lower parking restriction breaches are minor.

## Option 2

Decline to adopt the Roading Bylaw 2023.

## Advantages:

- No additional costs are incurred.
- Public familiar with status quo.

## Disadvantages:

- Parking enforcement fee structure may be legally challenged.
- Parking on footpaths and cycle paths is a problem in some areas.

## 6. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the current and future economic well-being of communities by improving access to local businesses and facilitating a high-quality roading network.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes, the proposed amendments are consistent with other existing plans and policies.
Considerations as to sustainability, the environment and climate change impacts	Additional parking restrictions may alter vehicle travelling distances, but the impact on the environment would be negligible.
Risks Analysis	There are no significant risks to Council associated with the proposal.
Significance, Consultation and Engagement (internal and external)	This decision is of a medium significance. Public consultation on the draft Roading Bylaw was open for one month and conducted in accordance with the special consultative procedure set out in section 83 of the Local Government Act 2002.

## 7. Next Steps

If the Roading Bylaw 2023 is adopted, staff will lodge a copy with the Minister of Transport within one week as required under the Land Transport Act 1998. Submitters will also be notified of the Council's decision. The bylaw is scheduled to come into force on 1 July 2023.

## 8. Attachments

Appendix 1 - Appendix 1: Roading Bylaw 2023 - Submissions.pdf 4 Appendix 2 - Appendix 2: Roading Bylaw 2023 (Proposed).pdf 4

Report author:

Reviewed and authorised by:

Quinton Penniall Infrastructure Manager

12/05/2023

Louise van der Voort Interim Chief Executive Officer

22/05/2023

Which ward do you live in?	Are you providing feedback	Do you support the two amendments to the Roading Bylaw?	Please tell us why?	If you have a supporting file or document you would like to include, please upload here.	Would you like to talk about your feedback at a Council hearing?
Vincent Ward	As an individual	No	We own a home on Royal Terrace, reasonably narrow street. It is typical for people on our street to park either entirely on the kerbside, or with 3/4 of their vehicle up on the kerbside only having 1/4 of their vehicle parked on the street. The reason for this, more than anything, if for traffic flow. If there was a vehicle parked on either side of the street opposite each other it would make for terribly congested streets, and make driving a nightmare. Just look at the main street of Clyde when vehicles are parked either side for example, it becomes hazardous. I realise that many streets are wide enough to pass two vehicles between two parked cars, but not all of alexandra has that luxury so I would ask this be taken into consideration.		No
Vincent Ward	As an individual	Yes	Safety for pedestrians. when walking with a pram or my Toddler is biking on the foot path and we have to go on the road and behind cars to get around cars parked on the footpath. This is also very difficult, sometimes impossible for wheelchair users and the elderly.		No
Cromwell Ward	As an individual	Yes	We have time limit signs up in many places, these should be enforced. Convenient parking close to destinations is premium, it should be shared and available for all. People want to park longer term, park further away.		No
Cromwell Ward	As an individual	In part	Yes to restrict parking on footpath and cycle oath but no to parking charges		No
Not applicable	As an individual	Yes	Absolutely support. It is frustrating (and sometimes damaging to the path) for the cars/trucks/vans/motorcycles parked partly or fully over footpaths. It therefore becomes a hazard for pedestrians, runners, those with walker frames, wheelchairs, prams etc. (note not bikes, as they must not be on the footpath either!) However this is also a matter for the Police to enforce as well. I used to live in Cromwell, now Wanaka, however I visit Cromwell regularly.		No
Vincent Ward	As an individual	Yes	Seems to be a sensible amendment		No

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## Introduction

- 1. Title
- 1.1. This Bylaw may be referred to as the Central Otago District Roading Bylaw 2023.
- 2. Commencement
- 2.1. This Bylaw will come into force on XXXXX
- 3. Revocation
- 3.1. Parts 1,3,4,5,6,7,8,9 of the Roading Bylaw 2020 are hereby revoked.
- 4. Purpose and scope
- 4.1. This Bylaw is supported by Council's Roading Policies. The Roading Bylaw is to provide the regulatory framework to facilitate the Council in achieving a safe, efficient and fully accessible transportation network.
- 4.2. This Bylaw applies to all roads administered by the Central Otago District Council.
- 5. Objectives
- 5.1. The overall objectives for the Roading Bylaw are:
  - (a) To clearly and concisely set out the regulatory requirements for landowners and individuals undertaking activities on roads or activities that may affect roads
  - (b) Establish a clear regulatory regime that is simple and efficient for people who wish to undertake activities that affect roads.
  - (c) Establish a clear and simple enforcement regime that provides for the recovery of administration and enforcement costs where necessary.
  - (d) Allow the Council to recover the cost of works required to repair or maintain roads incurred as a consequence of people undertaking activities on roads and that caused damage.

### 6. General

6.1. This Bylaw is made in accordance with section 22AB of the Land Transport Act 1998 and Part 8 of the Local Government Act 2002.



6.2. Every Schedule to this Bylaw forms part of the whole Bylaw and if provided for in the Bylaw text, any such Schedule may be altered from time to time by council resolution and in accordance with the Act.

6.3. All officers appointed by the Council at the time this Bylaw takes effect, are deemed to have been appointed under this Bylaw.

## 7. Interpretation

7.1. The interpretation section sets out the terms and phrases commonly used within the Bylaw.

the Act	Means the Local Government Act 2002.
access and low volume access roads	A sealed road that is not a State Highway, arterial road, collector road.
accessway	Means the area of land or location along a road that provides the link between the formed carriageway, within the road reserve and the adjoining land.
agent	A person, corporate or non-corporate, authorised to act on behalf of another or others.
approved	Means approved by the Council or a committee of the Council or by any employee or officer duly authorised by the Council to give any approval.
arterial roads	Means sealed roads that link significant places within the district, support significant passenger transport, cyclists and pedestrians. They have an average daily traffic volume of 3000 vehicles per day in rural areas and 5000 vehicles per day in urban areas. The Roading Hierarchy is available on the Council website or on request.
authorised agent	Any person who is not an employee of the Council but is duly authorised by the Council to act on its behalf.
Authorised Officer	Any person appointed or authorised by the Council to act on its behalf and with its authority, including a member of the Police and includes an Authorised Agent.
average annual daily traffic	Means the average daily traffic volume measured over a year and recorded in the Council RAMM database. Information from the RAMM database is available on request from Council.
average seasonal daily cattle	Means the average number of cattle or cattle equivalents in any herd or flock. 1 cattle beast is the equivalent of 8 sheep. For the purposes of this Bylaw the length of the



season for sheep shall be 365 days and the season for

cattle shall be the length of the milking season.

**bylaw** A bylaw of the Council for the time being in force, made

under the provisions of any enactment enabling the Council

to make bylaws.

**collector roads** Means sealed roads, excluding State Highways, in the rural

area that are alternative district routes or connect a series of communities or commercial areas. They typically have an average daily traffic volume in excess of 200 vehicles per day in a rural area or 1000 vehicles per day in an urban

area.

Council The Central Otago District Council including any

committee, subcommittee, person, Authorised Agent or Authorised Officer to whom the Council's powers, duties and discretions under the Act have been lawfully

delegated.

council-controlled

carpark

Means land owned by or under the control of the Council and available to the public for parking cars whether subject

to a fee, time restriction or otherwise.

**cultivation** Means the sowing, tending, mowing and harvesting of

crops or grass.

**district** Means the Central Otago district.

**District Plan** Means the Central Otago District Plan operative under the

Resource Management Act 1991 at the relevant time.

dwelling or dwelling

house

Any house, tent, vehicle or other structure, permanent or temporary and whether fixed to the ground or not that is used entirely, or partially for human habitation. It includes

the land occupied by the dwelling.

**footpath** has the same meaning as in section 315 of the Local

Government Act 1974.

**formation** In relation to any road, means the establishment or

construction of the road. It may include gravel, tarseal, asphalt or other permanent surface of the road. It may also

include establishment of footpaths, cycleways, and

associated work such as drainage, culvert construction and

fencing.

**formed carriageway** Means the area within the road reserve formed for the

purpose of conveying vehicles and/or other road users along the road including pedestrians and cyclists.



historic planting

Means any tree or shrub planted within road reserve prior to the Roading Bylaw 2015 coming into force.

intermediate gravel

roads

Means a gravel road which are through roads and form part of a route that services an area and has an average daily traffic volume of more than 50 vehicles per day but is not classified as a major gravel road.

lane

Means a gravel road which provides access to less than three houses, generally serves as access to farmland and is not classified as a minor gravel road or a track.

local authority major gravel road

Has the same meaning as in section 5(1) of the Act.

Means a gravel road which:

(a) connect rural communities to other strategic roads,

(b) are heavy traffic routes,(c) serve significant horticultural, farming or industrial

activities

(d) are higher volume gravel roads in lifestyle areas(e) part of school bus routes; or

(f) other activity important to the community.

And has an average daily traffic volume in excess of 50 vehicles per day.

minor gravel road

Means a gravel road which provides access to more than three residential dwellings or is an alternative access route for other properties, has an average daily traffic volume of less than 50 vehicles and is not classified as an intermediate gravel road.

motor vehicle

Has the same meaning as in section 2(1) of the Land Transport Act 1998.

motorcycle

Has the same meaning as in section 2(1) of the Land Transport Act 1998.

nuisance

Has the same meaning as in section 29 of the Health Act 1956.

occupier

Means the person currently residing at or utilising any dwelling house, building, tenement or premises whether legally entitled or otherwise. In the case of an unoccupied location it includes the owner.

owner

In relation to any land, building, tenement or premises is the person who is the registered proprietor for the time being or who, for the time being is or would be entitled to receive rent for the property should the property be let. "Owner" includes their attorney or agent.



parking Means in relation to a part of a road which is identified for

parking by way of road markings or signs which have been identified or placed there with authority of this or any previous bylaw or any resolution made under it and where a vehicle stops or stands in that location for an excess of

five minutes.

parking warden Means a person appointed to hold the office of parking

warden under section 128D of the Land Transport Act

1998.

**person** A natural person or a body of persons whether

incorporated or not.

portico Includes every awning, porch, veranda, shed, shade sail, or

covering on, across or over any public footpath, road (or part thereof) street, private street or accessway together with any part required for support thereof, although not

including the building it is attached to.

**premises** Includes land, dwellings, store or warehouses, shops,

cellars, yards, building and any part thereof, or any enclosed space occupied separately. All land and buildings adjoining each other and occupied together will

be deemed to be one premises.

**public notice** Has the same meaning as in section 5(1) of the Act.

public place Has the same meaning as in section 147(1) of the Act. It

includes, but it not limited to, every road, reserve, park, domain, beach, foreshore and recreational ground under

the control of the Council.

reserve Has the same meaning as in section 2(1) of the Reserves

Act 1977.

**road or road reserve** Has the same meaning as in section 315 of the Local

Government Act 1974 excluding State Highway as defined under the Government Roading Powers Act 1989. It

includes:

- (a) a street;
- (b) a lane;
- (c) council controlled carparks;

(d) all bridges, culverts, ferries and fords forming part of a

road, street or lane or referred to in (c); and

over which the Council has control as the road controlling authority.



roadside Means the area of land within road reserve but not part of

the formed carriageway and used for the conveyance of

vehicles and other road users.

road controlling

authority

Has the same meaning as in section 2(1) of the Land

Transport Act 1998.

roading bylaw Means the Central Otago District Roading Bylaw 2023

rural area Any land contained within the rural resource area and rural

residential resource area of the District Plan.

**rural road** Means any road within the rural area of the district.

State Highway Has the same meaning as in section 5 of the Land

Transport Management Act 2003.

**stock** Means cattle (including dairy cows), sheep, horses, deer,

donkeys, mules, goats, pigs, alpacas, llamas, ostriches, or other animal (excluding dogs) including their young kept in captivity or farmed where dependant on humans for food,

water and care.

**stock race** Means a fenced off lane within road reserve used for the

purpose of moving stock along the road.

**territorial authority** Has the same meaning as in section 5(1) of the Act.

towage fee In respect of an offence, means an amount specified as the

towage fee under the Transport (Towage Fees) Notice

2004, or any amendments or updates thereof.

**track** Means a gravel road that services land use beyond

residential dwellings and buildings and provide access to

the high country.

traffic management

plan

Means a document describing the design, implementation, maintenance and removal of temporary traffic management while an associated activity or event is taking place within

the road or adjacent to and affecting the road. Includes plans prepared for one-off events and generic plans to

cover activities carried out frequently.

unformed road Means land that has been vested in Council as road but

has not been formed. Colloquially known as a 'paper road.'

**urban area** Any land not within the rural resource area or rural

residential resource area of the District Plan.

**urban road** Means a road within the urban area of the district.

utility operator Has the same meaning as in section 4 of the Utilities

Access Act 2010.



**vehicle** Has the same meaning as in section 2(1) of the Land

Transport Act 1998.

waterworks Has the same meaning as in section 5(1) of the Act.

working day Has the meaning as in section 29 of the Interpretation Act

1999.

#### 8. Service of notices under this Bylaw

8.1. Except as otherwise provided for in any other enactment, where any notice, order, or other document is required to be served on any person for the purposes of this Bylaw, service may be effected by delivering it personally to the person or by sending it by post to that person's last known residential or business address.

- (a) Where the person is absent from New Zealand the notice, order or document may be served on the person's attorney or agent as required.
- 8.2. Where the notice, order or document relates to land or building, the notice, order or other document will be served on the person who owns the land or building. If that person is unknown, or absent from New Zealand and has no known agent within New Zealand, the notice, order or document may be:
  - (a) Served on the person occupying the land or buildings; or
  - (b) Affixed to a conspicuous part of the land or buildings where the land or buildings are unoccupied.

In these circumstances it is not necessary to name the occupier or the owner of the land or buildings.

- 8.3. Where a notice, order or document is served by post, it is deemed to have arrived within 3 working days of sending in accordance with the Postal Rule.
- 8.4. Any notice, order or document will state the time within which any remedial action is to be taken. Any timeframe may be extended by written authority of the Council or an Authorised Officer.

#### 9. Delegation powers

- 9.1. Where this Bylaw provides for the issue of a notice, order or licence, such a document will be deemed to have been issued in compliance with this Bylaw if it is issued by an Authorised Officer or Authorised Agent.
- 9.2. Where this Bylaw stipulates powers or duties to be carried by a particular officer of the Council, that officer may with the consent of the Council or in accordance with any delegations manual adopted by the Council, delegate those powers or duties, either generally or particularly to any other officer of the Council.



#### 10. General provisions relating to permits

- 10.1. Every application for a permit will be accompanied by payment of the relevant fee where applicable. If the application for the permit is declined, the fee shall be refunded less any reasonable processing costs.
- 10.2. An application for a permit, or payment of any fee in connection with such an application does not confer any right, authority or immunity on the person making that application or payment.
- 10.3. Any permit is deemed to be issued in compliance with this Bylaw if it is issued by an Authorised Officer.
- 10.4. Unless this Bylaw or the permit provides otherwise, every permit and every application for a permit shall be in such form as may be prescribed by the Council from time to time.
- 10.5. If, following a request for payment by a reasonable date, any permit amount payable remains unpaid, the Council may cancel the relevant permit.

## 11. Power to dispense with obligations under this Bylaw

- 11.1. Where, in the opinion of the Council, full compliance with any of the provisions of this Bylaw would:
  - (a) needlessly or injuriously affect any person, or the course or operation of the business of any person; or
  - (b) bring loss or inconvenience to any person without any corresponding benefit to the community;
  - the Council may dispense with the requirement for full compliance with the provisions of this Bylaw;
- 11.2. Notwithstanding the above the Council may see fit to impose any other terms or conditions under this Roading Bylaw which must be complied with as if they were a provision of this Roading Bylaw.

## 12. Forms and application requirements

12.1. Wherever forms are prescribed in Bylaws, non-material deviations, but to the same effect and not calculated to mislead, do not invalidate those forms.

## 13. Fees and charges

- 13.1. The Council may:
  - (a) through the annual plan process, or;



- (b) at any time by ordinary resolution, publicly notified, prescribe fees to be charged for any approval, permit, or inspection or service, by the Council.
- 13.2. The setting of any fees or charges shall be in accordance with section 150 of the Act.
- 13.3. Where a fee has been paid for a service or inspection that has not been given, the Council may provide a refund, a remission, or waiver of any such fee, or any portion of it as the Council may determine.

## 14. Powers of entry for the purposes of this Bylaw

14.1. Except where provided for under any other enactment, sections 171, 172, 173 and 182 of the Act apply in relation to any power of entry under this Bylaw.

## 15. Penalties

- 15.1. Any person who acts in breach of any provision of this Bylaw commits an Offence and will be liable on conviction of a fine in accordance with the Local Government Act 2002.<sup>1</sup>
- 15.2. Any person who has committed an infringement offence in accordance with the Land Transport Act 1998 will be liable to an infringement fee in accordance with that Act or the infringement fee set in this Roading Bylaw so long as that fee does not exceed the fee set by the Land Transport Act 1998.

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<sup>&</sup>lt;sup>1</sup> Refer section 242(4) Local Government Act 2002.



# Part 1 – Stock movement, stock races and temporary grazing

## Subpart 1 - Stock movement across and along roads

#### 16. Purpose and scope

- 16.1. The purpose of subpart 1 is to control stock movement along and across roads in order to:
  - (a) Ensure the safety of the stock and people attending to the stock and other road users;
  - (b) Ensure that public and private infrastructure, property and road assets are protected; and
  - (c) Ensure that road users are not unreasonably delayed.
- 16.2. Subpart 1 provides for:
  - (a) Establishment of three tiers of stock movement on roads.
  - (b) Establishment of an authorisation framework for stock movement on roads.
  - (c) A framework for evaluating the movement of stock on roads of varying frequency and scale.
  - (d) Administrative mechanisms to achieve the above, including recovery of costs where necessary.

## 17. General conditions for stock movement across and along roads

- 17.1. Stock must not be driven across or along a road unless:
  - (a) It is for escape or emergency; or
  - (b) Provided for as a permitted stock crossing or permitted stock drove under this Bylaw; or
  - (c) In accordance with a stock permit issued under this Bylaw.
- 17.2. No person may move stock across or along a road where that person can reasonably move the stock via an alternative route.

## 18. Permitted stock crossings

- 18.1. A person may drive stock across a road where all of the following circumstances are met:
  - (a) The number of average seasonal daily cattle is equal to or less than the number relative to the average annual daily traffic volumes experienced on the Road as shown in diagram 1 Appendix 1; and



- (b) The road has a posted speed limit of 70km per hour or less; and
- (c) No more than 16 crossings are undertaken in any month; and
- (d) No crossings are done earlier than half an hour before sunrise; and
- (e) No crossings are done later than half an hour after sunset; and
- (f) No less than 250m of advance warning is provided, comprising of:
  - (i) No less than 100m of unimpeded visibility between approaching vehicles and sign warning of the crossing; and
  - (ii) No less than 150m of unimpeded visibility between the warning sign and the crossing site (refer to diagram 2 Appendix 1); and
- (g) The formed carriageway at the crossing site shall be cleared of stock effluent after the stock crossing is complete in each case.
- (h) All personnel controlling the crossing wear high visibility vests.

## 19. Conditional stock crossings

- 19.1. Subject to clause 20.1, in circumstances where any of the conditions set out on clause 18.1 above cannot be met a person must obtain a conditional stock crossing permit from the Council before any stock crossings are undertaken.
- 19.2. A permit must be applied for in accordance with clause 19.1 above by filing an application in the correct form. The relevant form will be available on the Council website or on request.
- 19.3. The Council may impose conditions in respect of any conditional stock crossing permit to address any road safety matters that arise as a result of the proposed crossing. Any conditions imposed will relate only to the matter of non-compliance with clause 18.1 above.

## 20. Restricted stock crossing

- 20.1. A restricted stock crossing permit is required if any of the following circumstances exist:
  - (a) The crossing will be used for cattle;
  - (b) The number of average seasonal daily cattle crossing exceeds the number relative to the average daily traffic volume for permitted or conditional crossings (refer to diagram 1 Appendix 1 this Part of the Bylaw);
  - (c) More than 40 crossings will be undertaken in any one month;
  - (d) The unimpeded visibility requirements set out on clause 3.1(f) cannot be complied with;
  - (e) The road has a posted speed limit of less than 70km;
  - (f) The road is within an urban area.
- 20.2. A person must apply for a permit in accordance with clause 20.1 above by filing an application in the correct form. The relevant form will be available on the Council website or on request.



## 21. Conditions on stock crossing permits

- 21.1. The Council may impose conditions on any permit for a stock crossing. Such conditions may relate to:
  - (a) Dimensions and surface of any accessway onto the road;
  - (b) Dimensions and placement of warning signs;
  - (c) Use, colour, dimensions and placement of warning lights and/or road cones;
  - (d) Number of competent people required to be present while stock crossing is being undertaken;
  - (e) Length of time for which other road users may be stopped;
  - (f) Use of mats or other mechanisms for protecting the formed carriageway and/or roadside:
  - (g) Removal of stock effluent from the formed carriageway and/or roadside;
  - (h) Lighting of the crossing if any crossings are to be undertaken outside of daylight hours;
  - (i) Specific times for crossing;
  - (j) Maximum number of stock crossing at any one time;
  - (k) Public liability insurance coverage of at least one million dollars;
  - (I) Any other conditions reasonably necessary to achieve compliance or ensure that the purpose of this Bylaw are met.
- 21.2. In addition to clause 21.1 the Council may impose a condition on any permit for a restricted stock crossing requiring construction of a stock underpass or overpass within a specified timeframe.

#### 22. Permitted stock droving

- 22.1. No person may drove stock along a road unless the following circumstances are met:
  - (a) Stock numbers will not exceed:
    - (i) 3000 sheep; or
    - (ii) 600 cattle:
  - (b) The will be no more than 10 movements in any month; and
  - (c) No stock droving is done earlier than half an hour before sunrise; and
  - (d) No stock droving is done later than half an hour after sunset; and
  - (e) No less than 250m of advance warning is provided, comprising of:
    - (i) No less than 100m of unimpeded visibility between approaching vehicles and a sign warning of the crossing; and
    - (ii) No less than 150m of unimpeded visibility between the warning sign and the crossing site (see diagram 2 Appendix 1) and
  - (f) The road has a posted speed limit of more than 70 km per hour; and
  - (g) Stock are to be kept under control at all times, by at least 2 drovers (one at the front and one at the rear of the herd or flock); and
  - (h) No damage is caused to the formed carriageway or roadside.



## 23. Conditional stock droving

- 23.1. In circumstances where any of the conditions set out in clause 22.1 above cannot be met a person must obtain a conditional stock droving permit from the Council before any stock droving is undertaken.
- 23.2. A person must apply for a permit in accordance with clause 23.1 above by filing an application in the correct form and paying the relevant fee. The relevant form will be available on the Council website or on request.
- 23.3. The Council may impose conditions in respect of any conditional stock droving permit to address any road safety matters that arise as a result of the proposed droving. Conditions may be imposed to address any or all of the following:
  - (a) Dimensions and surface of any accessway onto the road;
  - (b) Dimensions and placement of warning signs;
  - (c) Use, colour or size and placement of warning lights and/or road cones;
  - (d) Number of competent people required to be present while stock drove is being undertaken;
  - (e) Length of time for which other road users may be stopped;
  - (f) Removal of stock effluent from the formed carriageway and/or roadside;
  - (g) Steps to be taken to protect frontages and private property adjacent to the stock droving route;
  - (h) Specific times for droving;
  - (i) Maximum number of stock:
  - (j) Requiring public liability insurance coverage of at least one million dollars;
  - (k) Any other conditions reasonably necessary to achieve the purpose of this Bylaw.
- 24. Term and expiry of conditional or restricted stock crossing permits or conditional stock droving permits (collectively referred to as 'stock permits')
- 24.1. Stock permits will have a term of 5 years from the date the permit is granted by the Council.

#### 25. Variation of stock permits

- 25.1. The permit holder may, at any time during the term of a stock permit, apply to the Council to vary any condition within the stock permit. An application to vary a stock permit must be in writing, addressed to the Roading Manager and contain the following:
  - (a) Details of permit holder and permit to be varied.
  - (b) Condition(s) to be varied.
  - (c) Reason(s) for variation.
  - (d) Any new or alternative condition to be imposed.



- 25.2. The Council will assess the variation with reference to the matters in clauses 21.1 and 23.3 and may impose new conditions in accordance with clauses 19.3, 20.3, 21.2 and 23.3.
- 25.3. The Council may at any time during the term of a stock permit advise the permit holder in writing of a variation to any condition within the stock permit. Matters which may give rise to the need to Council to vary conditions of a stock permit include, but are not limited to:
  - (a) Change in the nature of stock using the crossing;
  - (b) Change in the traffic volumes or nature of the road bring crossed;
  - (c) Legal obligations imposed on Council in respect of stock crossings.
- 25.4. Notice of an intention to vary a condition will be given at least 10 working days prior to the condition being imposed.

## 26. Decision on an application

- 26.1. The Council will, within 10 working days of receiving all the necessary information to process a stock permit:
  - (a) Grant the permit and notify the applicant of any conditions; or
  - (b) Decline the permit and notify the applicant of the reasons for the decision.

## 27. Compliance, termination, suspension and transfer of a stock permit

- 27.1. Any person who moves stock along or across a road in contravention of clause 18.1. or 22.1 and without obtaining a stock permit will be in breach of this Bylaw.
- 27.2. Any person who fails to obtain a stock permit if required under this Bylaw will be in breach of this Bylaw.
- 27.3. Any person who has obtained a stock permit must move stock in accordance with the conditions of that stock permit. A failure to do so is a breach of this Bylaw.
- 27.4. A permit holder is liable for the acts and omissions of employees and agents who are moving stock in reliance of clauses 18.1 and 22.1 or purporting to exercise a stock permit.
- 27.5. The Council, through an Authorised Officer may suspend or cancel a stock permit by serving notice in writing to the permit holder if:
  - (a) The Council is required to by legal obligations imposed on it;
  - (b) The permit holder fails to comply with the conditions of their stock permit;
  - (c) The permit holder fails to comply with the reasonable directions of an authorised officer necessary to avoid the permit holder endangering the health and safety of any person or causing damage to any part of a road.



- 27.6. A stock permit may be suspended or cancelled in accordance with clause 27.5:
  - Immediately, where it is necessary to avoid imminent danger to any person or the permit holder has failed to comply with reasonable directions from an authorised officer; or
  - (b) With 20 working days' notice.
- 27.7. Written notice is not required where an Authorised Officer is exercising powers under clause 27.6(a) above.
- 27.8. A stock permit may be suspended for up to 30 working days. In that time the permit holder will address matters that gave rise to the suspension.
- 27.9. Where the permit holder remedies the matters giving rise to the suspension prior to the expiry of the 30 working day suspension the permit holder may request the suspension be cancelled. The Council will assess compliance with the conditions and confirm whether or not the suspension is lifted within 5 working days of the request.
- 27.10. If the permit holder has not remedied the non-compliance giving rise to the suspension within 30 working days the stock permit is deemed to have been terminated.
- 27.11. The Council may extend a suspension period under clause 27.8 if it deems it necessary or on request from the permit holder.
- 27.12. No rights or responsibilities provided for under a stock permit may be transferred. Where a permit holder ceases to be an owner or occupier of the property to which the stock permit relates the relevant stock permit will be deemed to have been terminated.

## 28. Reporting and costs

- 28.1. The permit holder must inform the Council of any circumstances that may give rise to a breach of a stock permit or the conditions of clause 18.1 and 22.1.
- 28.2. Where the Council is informed of an incident in accordance with clause 28.1 above it may elect to vary the conditions of the relevant stock permit or require a stock permit to be obtained.
- 28.3. The Council may set fees and charges for recovery of its reasonable costs for:
  - (a) Processing applications;
  - (b) Administering a stock permit;
  - (c) Maintenance or repair of any part of a road caused by the stock movement; and
  - (d) Maintenance to remove excessive stock effluent from the road after stock movement.



28.4. A permit holder must pay any fees or charges that may be requested by the Council for administering a stock permit and/or the costs incurred by the Council in carrying out any maintenance or repair caused by the stock movement.



## Subpart 2 – Stock races

## 29. Purpose and scope

- 29.1. This part of the Bylaw is to address matters relating to stock races within the purpose of road reserve in order to:
  - (a) Ensure that stock races are situated a suitable distance from the road carriageway to ensure safety of other road users;
  - (b) Ensure that public and private infrastructure, property and road assets are protected; and
  - (c) Ensure stock races are constructed of suitable materials to prevent damage to the road and stock wandering on to the road.
- 29.2. This part of the Bylaw provides for:
  - (a) Establishment of stock races along roads of particular classification;
  - (b) A framework for authorising construction of stock races where appropriate;
  - (c) A framework for evaluating the construction of stock races;
  - (d) The administrative mechanisms to achieve the above, including recovery of costs where necessary.

## 30. General provisions relating to stock races

- 30.1. No stock race will be allowed within the road reserve of sealed roads or major gravel roads.
- 30.2. In respect of other road classifications a stock race permit must be obtained prior to construction of a stock race within road reserve.

#### 31. Permits for stock races in road reserve

- 31.1. A person must apply for a stock race permit in accordance with clause 30.2 above by filing an application in the correct form and paying the prescribed fee. The relevant form will be available on the Council website or on request.
- 31.2. The Council may impose conditions in respect of any stock race permit to address any road safety matters. Conditions may be imposed to address any or all of the following:
  - (a) Width of the race not in excess of 5m;
  - (b) Suitable pavement formation, including the type of hardfill required;
  - (c) Fencing of the stock race No fence shall be closer than 2.5m from the edge of the formed carriageway;
  - (d) Existing drains (including foulwater drains) and water channels will be avoided or protected;
  - (e) The need for reflectorized markers or marker posts;



- (f) Frequency of use;
- (g) Type of stock;
- (h) Public liability insurance coverage of at least one million dollars; and
- (i) Registration of an encumbrance on the computer freehold register for the adjacent property, in favour of the Council to secure performance of the stock race permit conditions by the permit holder.

#### 32. Adjacent landowner consent

32.1. If a stock race is to be constructed adjacent to land not owned by the applicant written consent of the adjacent landowner should be provided with an application for a stock race permit.

## 33. Permit holder to indemnify the Council

- 33.1. Any stock race permit will be conditional on the permit holder indemnifying the Council against:
  - (a) Any loss, damage or costs of repair or reinstatement of any under or over ground services (including but not limited to electricity lines, telecommunications, water channels, culverts and water tables) damaged by the construction or use of the stock race.
  - (b) Any claims made against the Council by third parties resulting from the construction or operation of the stock race.
- 33.2. This condition will apply whether or not stated on a stock race permit.

#### 34. Compliance, transfer, cancellation and suspension

- 34.1. Constructing or using a stock race within road reserve without first obtaining a stock race permit is a breach of this Bylaw.
- 34.2. A permit holder must comply with the conditions of their stock race permit at all times. Failure to do so constitutes a breach of this Bylaw.
- 34.3. A permit holder is liable for the acts and omissions of employees or agent who purport to exercise rights under a stock race permit.
- 34.4. The Council, through an Authorised Officer may suspend or cancel a stock permit by giving notice in writing to the permit holder if:
  - (a) The Council is required to by legal obligations imposed on it;
  - (b) The permit holder fails to comply with the conditions of their stock race permit;
  - (c) The permit holder fails to comply with the reasonable directions of an authorised officer necessary to avoid the permit holder endangering the health and safety of any person or causing damage to any part of the road.



34.5. A stock race permit may be suspended or cancelled in accordance with clause 34.3:

- (a) Immediately and without notice, where it is necessary to avoid imminent danger to any person or the permit holder has failed to comply with reasonable directions from an authorised officer;
- (b) With 20 working days' notice.
- 34.6. Written notice is not required where an Authorised Officer is exercising powers under clause 34.5(a) above.
- 34.7. A stock race permit may be suspended for up to 30 working days. In that time the permit holder will remedy matters that gave rise to the suspension.
- 34.8. In circumstances where the permit holder remedies the matters giving rise to the suspension prior to the expiration of the 30 working day suspension the permit holder may request the suspension end. The Council will assess compliance with the conditions and confirm whether or not the suspension is lifted within 5 working days of the request.
- 34.9. If the permit holder has not rectified the non-compliance giving rise to the suspension within 30 working days, the permit is deemed to have been terminated.
- 34.10. The Council may extend a suspension period under clause 34.6 if it deems it necessary or upon request from the permit holder.
- 34.11. No rights or responsibilities provided for under a stock race permit shall be transferred. Where a permit holder ceases to be an owner or an occupier of a property to which a permit relates the relevant stock race permit shall be deemed to be terminated.
- 34.12. Where a stock race permit is terminated the Council may direct that the permit holder reinstate the road.

## 35. Reporting and costs

- 35.1. The permit holder must inform the Council of any circumstances that may give rise to a breach of a stock race permit.
- 35.2. Where the Council is informed in accordance with clause 35.1 above it may elect to vary the conditions of the relevant stock race permit or require a stock race permit to be obtained.
- 35.3. The Council may set fees and charges for recovery of its reasonable costs for:
  - (a) Processing applications;
  - (b) Administering a stock race permit;



(c) Maintenance or repair of any part of a road caused by the stock race or the use of it.

35.4. A permit holder will pay any fees or charges that may be requested by the Council for administering a stock permit and/or the costs incurred by the Council in carrying out any maintenance or repair caused by the stock race or the use of it.



## **Subpart 3 – Temporary grazing of roadsides**

### 36. Purpose and scope

- 36.1. The purpose of this part of the Bylaw is to provide for temporary grazing of roads with low traffic volumes in order to:
  - (a) Assist with vegetation control;
  - (b) Ensure the safety of road users; and
  - (c) Ensure that road assets are not damaged.
- 36.2. This part of the Bylaw provides for:
  - (a) Ability to temporarily graze stock on roadsides in certain circumstances;
  - (b) Establishment of a framework for allowing or authorising roadside grazing;
  - (c) Establishing the administrative mechanisms to achieve the above, including cost recovery where necessary.

## 37. General provisions for temporary stock grazing on roadsides

- 37.1. No grazing of stock can occur on roadsides except:
  - (a) On unmaintained roads or tracks where cattle stops and/or gates have been installed; or
  - (b) On other roadsides subject to all of the following circumstances:
    - (i) The road is a gravel road and classified as a track, lane or minor road;
    - (ii) Grazing is undertaken by landowners or occupiers adjacent to the section of road to be grazed;
    - (iii) The roadside is securely fenced or stock tethered so stock are not less than 2m from the edge of the formed carriageway of the road;
    - (iv) Any fence is situated to avoid grazing of any roadside drainage channel or culvert:
    - (v) Any fence is situated no less than 2m from the bank of any waterway;
    - (vi) Any fence does not exceed 200m in length and only one side of the road will be fenced for temporary grazing at any time;
    - (vii) Any fence will be a stock proof electric fence, in particular::
      - (A) Smaller grazing stock such as sheep or goats require a minimum of 3 wires;
      - (B) Larger grazing stock, such as cattle or horses require a single wire;
      - (C) Steel waratahs may only be used when required at corners and intermittently along a fence line;
      - (D) Wooden corner posts, no more than 100mm diameter may be used for tensioning purposes;
    - (viii) No fence will be erected across the formed carriageway of any road;
    - (ix) Any fence erected under this Part of the Bylaw must comply with the Electricity Act 1992 and the Electricity Regulations 1993.



- (x) Any electric fence will be labelled to notify members of the public that it is electrified:
- (xi) Grazing (either fenced or tethered) of cattle or horses does not occur during hours of darkness;
- (xii) No bulls will be grazed at any time;
- (xiii) Any fence will remain in place for no more than 10 days at a time;
- (xiv) Any fence will be removed immediately after grazing is complete;
- (xv) The grazing will not cause or result in damage to the formed carriageway, or any services within the road (including but not limited to water channels, culverts, water tables and markers).

## 38. Permit for temporary grazing of roadsides

- 38.1. If any of the matters set out in clause 37.1 above are not able to be complied with a person must obtain a temporary stock grazing permit prior to undertaking any temporary grazing of any roadside.
- 38.2. A person must apply for a permit in accordance with clause 38.1 above by filing an application in the correct form. The relevant form will be available on the Council website or on request.
- 38.3. The Council may impose conditions in respect of any temporary stock grazing permit to address any road safety matters including but not limited to the matters set out in clause 37.1 and arise as a result of the proposed grazing.

#### 39. Permit holder to indemnify the Council

- 39.1. Any temporary stock grazing permit will be conditional on the permit holder indemnifying the Council against:
  - (a) Any loss, damage or costs of repair or reinstatement of any under or over ground services (including but not limited to electricity lines, telecommunications, water channels, culverts and water tables) damaged by the construction or use of the temporary fence or stock grazing.
  - (b) Any claims made against the Council by third parties resulting from the construction or use of the temporary fence to stock grazing.
- 39.2. This condition will apply whether or not stated on the temporary stock grazing permit.

## 40. Decision on an application

- 40.1. The Council will within 10 working days of receiving all the necessary information to process a temporary stock grazing permit:
  - (a) Grant the permit; and
  - (b) Notify the applicant of any conditions of the temporary stock grazing permit;
     or



(c) Decline the permit; and notify the applicant of the decision.

## 41. Council may require removal

41.1. Irrespective of compliance with clause 37.1 above or a permit issued under clause 38.2, the Council may require immediate removal of any stock or fence installed under this Bylaw at any time. Notice requiring removal may be in writing and served in accordance with the Bylaw or may be at the request of an Authorised Officer.

## 42. Compliance, transfer, cancellation and suspension of a temporary stock grazing permit

- 42.1. Failure to comply with the requirements of clause 37.1 above or to obtain a permit under clause 38.2 prior to grazing stock on a road is a breach of this Bylaw.
- 42.2. A permit holder must comply at all times with the conditions of their temporary stock grazing permit. Failure to do so is a breach of this Bylaw.
- 42.3. A permit holder is liable for the acts and omissions of employees or agents carrying out activities in accordance with clause 37.1 or purporting to exercise a temporary stock grazing permit.
- 42.4. The Council, through an Authorised Officer may suspend or cancel a temporary stock grazing permit by giving notice in writing to the permit holder if:
  - (a) The Council is required to by legal obligations imposed on it;
  - (b) The permit holder fails to comply with the conditions of their temporary stock grazing permit;
  - (c) The permit holder fails to comply with the directions of an Authorised Officer necessary to avoid the permit holder endangering the health and safety of any person or causing damage to any part of the road.
- 42.5. A temporary stock grazing permit may be suspended or cancelled in accordance with clause 42.4:
  - (a) Immediately and without notice, where it is necessary to avoid imminent danger to any person or the permit holder has failed to comply with reasonable directions from an authorised officer; or
  - (b) On 2 days' notice.
- 42.6. Written notice is not required where an Authorised Officer is exercising powers under clause 42.5(a) above.
- 42.7. A temporary stock grazing permit may be suspended for up to 30 working days. In that time the permit holder will remedy matters that gave rise to the suspension.



- 42.8. In circumstances where the permit holder remedies the matters giving rise to the suspension prior to the expiration of the 30 working day suspension the permit holder may request the suspension end. The council will assess compliance with the conditions and confirm whether or not the suspension is lifted within 5 working days of the request.
- 42.9. If the permit holder has not rectified the non-compliance giving rise to the suspension within 30 working days the permit is deemed to have been terminated.
- 42.10. The Council may extend a suspension period under clause 42.7 if it deems it necessary or on request from the permit holder.
- 42.11. No rights or responsibilities provided for under a temporary stock grazing permit will be transferred. When a property from which stock are moved in accordance with a temporary stock grazing permit is sold the relevant temporary stock grazing permit is deemed to be terminated.

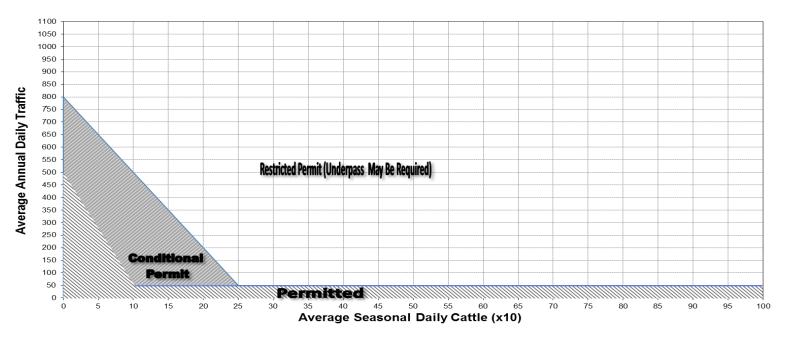
### 43. Reporting and costs

- 43.1. The permit holder will inform the Council of any circumstances that may give rise to a breach of a permit or requirements for temporary stock grazing.
- 43.2. Where the Council is informed of an incident in accordance with clause 43.1 above it may elect to vary the conditions of the relevant temporary stock grazing permit or require a temporary stock grazing permit to be obtained.
- 43.3. The Council may set fees and charges for recovery of its reasonable costs for:
  - (a) Processing applications;
  - (b) Administering a temporary stock grazing permit;
  - (c) Maintenance or repair of any part of a road caused by the temporary stock grazing; and
  - (d) Maintenance to remove excessive stock effluent from the road after temporary stock grazing.
- 43.4. A permit holder must pay any fees or charges that may be requested by the Council for administering a stock permit and/or the costs incurred by the Council in carrying out any maintenance or repair caused by the temporary stock grazing.



# Part 1 Appendix 1 - Diagrams Diagram 1 -

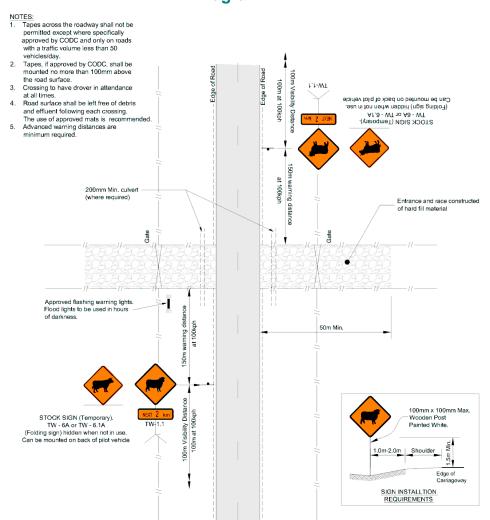
## **Requirements for Stock Crossing Permits**



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## Diagram 2 -



## **DIAGRAM 2**

Stock Crossing Warning Sign Layout (Refer notes below)





## Part 2 – Temporary traffic management

## **Subpart 1 – Temporary traffic management**

## 44. Purpose and scope

- 44.1. This part of the Bylaw provides for public access during events or when work is occurring on roads while protecting the health and safety of people in such circumstances.
- 44.2. This part of the Bylaw applies to temporary activities within road reserve such as:
  - (a) Fairs, parades and markets occurring within road reserve;
  - (b) Sport events or races that utilise the road;
  - (c) Works taking place within the road reserve such as laying pipes or cables or constructing a vehicle crossing or accessway;
  - (d) Trimming or cutting down trees:
    - (i) within road reserve; or
    - (ii) within private land that may fall on the road; or
    - (iii) within private land that are to be cut from within the road reserve;
  - (e) Work that requires equipment to be within the road reserve such as cranes or excavators;
  - (f) Storage of material or machinery within the road reserve.
- 44.3. This part of the Bylaw provides for:
  - (a) Temporary activities to take place on roads subject to appropriate management control;
  - (b) Establishment of framework to assess proposed management of temporary activities;
  - (c) Administrative mechanism to achieve the above, including recovery of cost where necessary.

## 45. General conditions applying to temporary traffic management

- 45.1. Any person undertaking an activity that:
  - (a) Involves equipment or people working on a road whether on a paid or volunteer basis or otherwise; or
  - (b) Occurs on land adjacent to a road but may have an impact on the safety or movement of people on the road while the activity is taking place; or
  - (c) Is part of a community event or race that requires attendees to travel along or cross the road;

must prepare a traffic management plan and have it approved by the Council.



- 45.2. All events and activities described in clause 45.1 will be carried out in accordance with an approved traffic management plan.
- 45.3. All traffic management plans must be in accordance with the requirements of the New Zealand Transport Agency Code of Practice for Temporary Management.<sup>2</sup>
- 46. Obtaining approval of temporary traffic management plans one-off events
- 46.1. A traffic management plan required under clause 45.1 above will be lodged with the Council no less than 5 working days prior to the activity or event taking place. The plan shall be lodged under cover of the Temporary Traffic Management Plan Approval Form (which can be found on the Council website or on request).
- 47. Obtaining approval for temporary traffic management plans generic plans for frequent users
- 47.1. Any person who undertakes frequent activities or work within road reserve or whose work has an impact on road users may file a generic traffic management plan for their activities.
- 47.2. A generic traffic management plan must be filed annually for approval and must include:
  - (a) Names of personnel responsible for temporary traffic management;
  - (b) Any changes to traffic management standards or techniques employed to manage traffic safety issues compared with the previous annual generic traffic management plan approved for that person.
- 47.3. People operating under a generic traffic management plan must notify the Council of the location of any works within road reserve no less than 5 working days prior to that work starting.
- 47.4. Clause 47.3 does not apply where works are required as a matter of urgency in order to address a health or safety issue. In this case the person undertaking the works must advise the Council as soon as possible.

<sup>&</sup>lt;sup>2</sup> The New Zealand Transport Agency Code of Practice for Temporary Management is available at <a href="https://www.nzta.govt.nz/roads-and-rail/code-of-practice-for-temporary-traffic-management/code-of-practice/copttm-document/">https://www.nzta.govt.nz/roads-and-rail/code-of-practice-for-temporary-traffic-management/code-of-practice/copttm-document/</a> or on request from the Council.



- 48. Compliance, transfer, cancellation and suspension of a traffic management plan (for the purposes of the following provisions traffic management plan includes a generic traffic management plan approved under clause 4)
- 48.1. A failure to obtain a traffic management plan approval prior to undertaking an activity or holding an event that requires a traffic management plan under clause 45.1 is a breach of this Bylaw.
- 48.2. Failure to carry out an activity or hold events in accordance with an approved traffic management plan is a breach of this Bylaw.
- 48.3. The Council, through an Authorised Officer may suspend or cancel an approved traffic management plan by giving notice to the permit holder if:
  - (a) The Council is required to by legal obligations imposed on it;
  - (b) The plan holder fails to comply with the conditions of their approved traffic management plan;
  - (c) The plan holder fails to comply with the reasonable directions of an Authorised Officer necessary to avoid endangering the health and safety of any person or causing damage to any part of the road.
- 48.4. An approved traffic management plan may be suspended or cancelled in accordance with clause 48.3:
  - (a) Immediately, where it is necessary to avoid imminent danger to any person or the permit holder has failed to comply with reasonable directions from an Authorised Officer; or
  - (b) With 20 working days' notice.
- 48.5. Written notice is not required where an Authorised Officer is exercising powers under clause 48.4 (a) above.
- 48.6. An approved traffic management plan may be suspended for up to 30 working days.
- 48.7. In circumstances where the plan holder addresses the matters giving rise to the suspension prior to the expiration of the 30 working day suspension the permit holder may request the suspension end. The Council will re-assess the approved plan and confirm whether or not the suspension is lifted within 5 working days of the request.
- 48.8. If the permit holder has not rectified the non-compliance giving rise to the suspension within 30 working days the approved traffic management plan is deemed to have been terminated.
- 48.9. No rights or responsibilities provided for under an approved traffic management plan may be transferred.



## 49. Reporting and costs

- 49.1. The permit holder must inform the Council of any circumstances that may give rise to a breach of an approved traffic management plan.
- 49.2. Where the Council is informed in accordance with clause 49.1 above it may elect to vary an approved traffic management plan.
- 49.3. The Council may set fees and charges for recovery of its reasonable costs for:
  - (a) Approving traffic management plans;
  - (b) Administering an approved traffic management plan;
  - (c) Maintenance or repair of any part of a road caused by the implementation of an approved traffic management plan or the activity or event covered by the plan.
- 49.4. A permit holder must pay any fees or charges that may be requested by the Council for administering an approved traffic management plan and/or the costs incurred by the Council in carrying out any maintenance or repair caused by the activities managed by the relevant approved traffic management plan.



## **Subpart 2 – Temporary road closure for events**

## 50. Purpose and scope<sup>3</sup>

- 50.1. The purpose of this Part of the Bylaw is to:
  - (a) Enable the community to request that the Council close local roads for events such as carnivals, festivals, sporting events or other activities.
  - (b) Set out a process for such closures to be considered and for all affected parties to be consulted.

## 51. Legislative context

- 51.1. Road closures may be assessed under either the Transport (Vehicular Traffic Road Closure) Regulations 1965 or Local Government Act 1974. The Council generally exercises its powers under the Local Government Act 1974.
- 51.2. Where a road closure affects a State Highway the Council does not have the authority to authorise the closure. Applications for such closures must be made to New Zealand Transport Agency (NZTA) in accordance with the Transport (Vehicular Traffic Road Closure) Regulations 1965. Where there are associated closures of Local Roads the Council may elect to follow the process under the Transport (Vehicular Traffic Road Closure) Regulations 1965 in order to ensure consistency between NZTA and the Council.

## 52. Procedure for obtaining permit to temporarily close a local road – Local Government Act 1974

- 52.1. No person may close a road.
- 52.2. Any person wishing the Council to close a local road for the purpose of an event must file an application with the Council in the prescribed form. The relevant form is available on the Council website or on request.
- 52.3. Any application should be made no less than 25 working days before the event.
- 52.4. The Council will review the proposed closure after consultation with the New Zealand Police and Minister of Transport, and may at its discretion amend, or confine the proposal or impose conditions so as to avoid the closure unreasonably impeding traffic or creating a health and safety risk.

<sup>&</sup>lt;sup>3</sup> Reference should be made to the Roading Policy for further information on the process for obtaining a temporary road closure.



#### 53. Costs

- 53.1. All costs associated with the temporary local road closure will be met by the applicant.
- 53.2. If the Council deems it necessary to advertise the proposed closure, the cost of doing so will be paid for by the applicant.
- 54. Compliance, termination, suspension and transfer
- 54.1. Closing a road other than with the authority of the Council is a breach of this Bylaw.
- 54.2. A permit holder must comply at all times with the conditions of their temporary closure permit. Failure to do so is a breach of this Bylaw.
- 54.3. A permit holder is liable for the acts and omissions of employees and agents who are acting or purport to act on behalf of the permit holder.
- 54.4. The Council, through an Authorised Officer may suspend or cancel a temporary closure permit by giving notice in writing to the permit holder if:
  - (a) The Council is required to by legal obligations imposed on it;
  - (b) The permit holder fails to comply with the conditions of their temporary closure permit;
  - (c) The permit holder fails to comply with the reasonable directions of an Authorised Officer necessary to avoid the permit holder endangering the health and safety of any person or causing damage to any part of the road.
- 54.5. A temporary closure permit may be suspended or cancelled in accordance with clause 54.4:
  - Immediately, where it is necessary to avoid imminent danger to any person or the permit holder has failed to comply with reasonable directions from an Authorised Officer; or
  - (b) With 20 working days' notice.
- 54.6. Written notice is not required where an Authorised Officer is exercising powers under clause 54.5(a) above.
- 54.7. A temporary closure permit may be suspended for up to 30 working days.
- 54.8. In circumstances where the permit holder remedies the matters giving rise to the suspension prior to the expiration of the 30 working day suspension, the permit holder may request the suspension end. The Council will assess compliance with the conditions and confirm whether or not the suspension is lifted within 5 working days of the request.



54.9. If the permit holder has not remedied the non-compliance giving rise to the suspension within 30 working days the temporary closure permit is deemed to have been terminated.

54.10. No rights or responsibilities provided for under a temporary closure permit may be transferred.

## 55. Reporting and costs

- 55.1. The permit holder must inform the Council of any circumstances that may give rise to a breach of a temporary road closure permit.
- 55.2. Where the Council is informed in accordance with clause 55.1 above it may elect to vary the conditions of the relevant temporary road closure permit.
- 55.3. The Council may set fees and charges for recovery of its reasonable costs for:
  - (a) Processing applications for permits;
  - (b) Administering a temporary road closure permit;
  - (c) Maintenance or repair of any part of a road caused by stock movement.
- 55.4. A permit holder must pay any fees or charges that may be requested by the Council for administering a temporary road closure permit and/or the costs incurred by the Council in carrying out any maintenance or repair caused by the exercise of the temporary road closure permit.



## Part 3 – Roadside planting and storage

## Subpart 1 - Levelling and cultivation of roadsides

#### 56. Purpose and scope

- 56.1. The purpose of this part of the Bylaw is to manage the use of roadsides in order to:
  - (a) Facilitate the economic use of the roadside where appropriate:
  - (b) Allow cultivation<sup>4</sup> of the roadside to occur;
  - (c) Improve visual amenity;
  - (d) Protect drainage infrastructure; and
  - (e) Ensure the safety of the road.
- 56.2. This part of the Bylaw provides:
  - (a) Regulatory framework allowing levelling and in appropriate circumstances cultivation of roadsides;
  - (b) Framework for evaluating proposals to fence and cultivate roadsides;
  - (c) Administrative mechanisms to achieve the above including recovery of costs where necessary.

## 57. General conditions relating to levelling and cultivation of roadsides

- 57.1. No roadside will be levelled or cultivated except:
  - (a) On a rural road; and
  - (b) In accordance with a permit issued under this Bylaw.
- 57.2. A person may apply for a roadside permit in accordance with clause 57.1 above by filing an application in the correct form. The relevant form will be available on the Council website or on request.
- 57.3. The Council may decline a permit or may grant it subject to conditions to be complied with on an ongoing basis.
- 57.4. The Council may impose conditions in respect of any roadside permit to address any road safety matters that arise as a result of the proposed levelling or cultivation.

  Matters that may be addressed by conditions include:

<sup>&</sup>lt;sup>4</sup> For the purpose of this part of the Bylaw cultivation means "planting, mowing and harvesting of grass".



- (a) Location to ensure the proposed levelling and/or cultivation will not interfere with any water channels, road drainage, culverts, the formed carriageway or any other services located within the road reserve;
- (b) The extent that the levelling and/or cultivation must be limited to avoid any interference or encroachment on to the formed carriageway;
- (c) Any planting must not obstruct or restrict visibility for road users;
- (d) Any irrigation of the cultivated area must not encroach on to the formed carriageway or interfere with the operation of any road drainage or culverts;
- (e) A requirement for the permit holder to maintain the cultivated area to control any pest plants, shrubs or wilding seedlings that may emerge;
- (f) A requirement for the permit holder to maintain public liability insurance at a level commensurate with the extent of cultivation.
- (g) A requirement for the permit holder to remediate at their own expense any damage caused by, or as a result of the works carried out under a roadside permit.

## 58. Decision on an application

- 58.1. The Council will, within 10 working days of receiving all the necessary information to process a roadside permit:
  - (a) Grant the permit and notify the applicant of any conditions; or
  - (b) Decline the permit and notify the applicant of the reasons for the decision.

## 59. Council may require removal

- 59.1. The Council may at any time require the removal of any planting established in accordance with a roadside permit that has created an unanticipated road safety hazard or had unanticipated effects.
- 59.2. In such circumstances the Council will provide no less than 5 working days' notice, in writing, of the need to cease cultivation and remove the crop.
- 59.3. If the permit holder has not removed the crop after 5 working days the Council may undertake the removal. The costs of doing so will be recovered from the permit holder.

## 60. Compliance, transfer and cancellation

- 60.1. A failure to obtain a roadside permit prior to undertaking any levelling and/or cultivation of a road is a breach of this Bylaw.
- 60.2. A permit holder must comply at all times with the conditions of their roadside permit. Failure to do so is a breach of this Bylaw.



- 60.3. The Council, through an Authorised Officer may cancel a roadside permit by giving notice in writing to the permit holder, if:
  - (a) The Council is required to by legal obligations imposed on it;
  - (b) The permit holder fails to comply with the conditions of the roadside permit;
  - (c) The permit holder fails to comply with the reasonable directions of an Authorised Officer necessary to avoid the permit holder endangering the health and safety of any person or causing damage to any part of the road.
- 60.4. A roadside permit may be cancelled in accordance with clause 60.3:
  - (a) Immediately, and without notice, where it is necessary to avoid imminent danger to any person or the permit holder has failed to comply with the reasonable directions from an Authorised Officer; or
  - (b) With 20 working days' notice.
- 60.5. When a roadside permit is cancelled the permit holder will remove the plants cultivated on the roadside without delay. The Council may waive this requirement by doing so in writing.
- 60.6. No rights or responsibilities provided for under a roadside permit may be transferred to any other party.



## Subpart 2 – Roadside planting in rural areas

### 61. Purpose and scope

- 61.1. The purpose of this part of the Bylaw is to control and manage trees<sup>5</sup> on roads within the rural area in order to:
  - (a) Allow tree plantings where appropriate;
  - (b) Prevent any road safety issues being created by tree plantings;
  - (c) Reduce or prevent damage caused to infrastructure by trees;
  - (d) Ensure trees do not obstruct road users or those organisations using the road for placement of services.
  - (e) Acknowledge that there are some trees that have already been planted on road at the time this Bylaw came into force and those trees require management.
- 61.2. This part of the Bylaw provides for:
  - (a) Regulatory framework for roadside planting;
  - (b) Framework for evaluating proposals to carry out roadside planting;
  - (c) Administrative mechanisms to achieve the above including cost recovery where necessary.

## 62. General conditions relating to trees on roads in rural areas

- 62.1. No person shall plant or maintain any tree within road reserve in rural areas except:
  - (a) For the purposes of beautification and traffic management on the approaches to urban areas and in accordance with a permit obtained under this Bylaw.
  - (b) Where the tree is a historic planting for which the adjacent landowner accepts responsibility for, and a licence to occupy is entered into in accordance with this Bylaw.

#### 63. Permits for planting new trees

- 63.1. A person must apply for a tree planting permit in accordance with clause 62.1(a) above by filing an application in the correct form. The relevant form will be available on the Council website or on request.
- 63.2. The Council may impose conditions on any tree planting permit to address any or all of the following:
  - (a) Visibility for road users along the road;
  - (b) Potential for the trees to shade the formed carriageway and create a hazard or exacerbate freeze/thaw at the time of planting or in the future;

<sup>&</sup>lt;sup>5</sup> For the purposes of this part of the Bylaw, trees includes any woody tree or shrub in excess of 1 metre high.



- (c) Maintaining the unimpeded passage for road users, including pedestrians utilising the roadside;
- (d) Potential for tree roots and detritus to affect the flow of water through any roadside drain at the time of planting or in the future;
- (e) Potential for the proposed trees to attract or provide shelter for pests or vermin;
- (f) Ongoing maintenance of the trees by the permit holder to protect any services within the road, avoid obstruction of the road for use by road users or avoid a hazard being created by the trees.
- (g) A requirement for the permit holder to indemnify the Council in respect of any damages or costs caused by or as a result of the trees;
- (h) Enter into a licence to occupy in respect of the trees and for such licence to be secured by way of an encumbrance for the benefit of the Council over the permit holder's adjacent land.

## 64. Decision on an application

- 64.1. The Council will, within 10 working days of receiving all the necessary information to process a tree planting permit:
  - (a) Grant the permit and notify the applicant of any conditions; or
  - (b) Decline the permit and notify the applicant of the reasons for the decision.

## 65. Historical plantings within road reserve

- 65.1. Trees established within roads prior to this Bylaw coming into force are not deemed to have any authorisation under this Bylaw and may be removed by Council at its discretion. Where the adjacent landowner wishes to accept responsibility for historical plantings and have the trees retained then:
  - (a) The adjacent landowner must enter into a license to occupy with the Council that requires the following matters to be addressed:
    - (i) All those matters outlined at clause 8.2(a)-(g);
    - (ii) To secure the terms of the licence to occupy the permit holder will register an encumbrance for the benefit of the Council.
- 65.2. To give an adjacent landowner an opportunity to enter into a licence under clause 65.1 above, the Council will provide no less than 20 working days' notice of their intention to remove any trees within road reserve with such notice to be served on adjacent landowners.
- 65.3. Any adjacent landowner who is given notice under clause 65.2 above must respond no less than 10 working days after receiving the notice if they want the trees retained and that they will enter into a licence to occupy.
- 65.4. If an adjacent landowner has given notice of their wish to retain the trees and enter a licence to occupy but has not signed a licence and registered an encumbrance within



40 working days of their giving notice under clause 65.3, the Council may remove the trees without further notice.

## 66. Removal of trees planted under a roadside planting permit or subject to licence to occupy

- 66.1. The Council may at any time direct a roadside planting permit holder or a licence holder under clause 65.1 to remove any plantings within road reserve, at the cost of the permit holder or adjacent landowner where:
  - (a) The permit or licence holder have failed to maintain the plantings in accordance with their roadside permit or planting licence to occupy;
  - (b) The plantings pose a health or safety risk to the road or any road users;
  - (c) The plantings are interfering with or causing damage to any services or other infrastructure within the road.
- 66.2. The Council may require the plantings to be removed in accordance with clause 66.1, either:
  - (a) Immediately and without notice, where they pose a risk to health and safety of other road users or the general public; or
  - (b) Within 20 working days.
- 66.3. Written notice is not required where an Authorised Officer is exercising powers under clause 66.2(a).
- 66.4. Should the permit or licence holder fail to comply with a notice requiring the removal of roadside plantings the Council may undertake the work and recover the cost of doing so from the permit or licence holder.
- 66.5. Where the roadside plantings have caused damage to the road the permit or licence holder will be responsible for repairing or reinstating the road at their cost. If the permit or licence holder does not complete the work the Council may do so and may recover the cost of doing so from the permit or licence holder.

## 67. Compliance, transfer

- 67.1. Failure to obtain a roadside planting permit prior to planting any trees within road reserve is breach of this Bylaw.
- 67.2. A permit holder must comply at all times with the conditions of their roadside planting permit or a licence to occupy under clause 65.1. Failure to do so is a breach of this Bylaw.
- 67.3. A permit or licence holder is liable for the acts and omissions of employees and agents who are purporting to exercise a roadside planting permit or licence to occupy under clause 65.1.



67.4. No rights or responsibilities provided for under a roadside planting permit may be transferred to any other party.



## Subpart 3 – Removal and maintenance of trees on roads

### 68. Purpose and scope

- 68.1. The purpose of this part of the Bylaw is to control the removal and maintenance of trees on the road in order to:
  - (a) Protect amenity and heritage value possessed by some trees;
  - (b) Allow trees within road reserve to be removed or maintained where appropriate;
  - (c) Allow people other than the Council to remove or maintain trees within road reserve where health, safety and traffic management issues are addressed.

## 69. General provisions relating to removal of trees from roads

- 69.1. Subject to Part 3 subpart 2, no person may remove any tree from road reserve without obtaining a permit from the Council.
- 69.2. Any person wishing to remove or maintain a tree within road reserve shall apply for a tree removal permit by filing an application in the correct form. The relevant form will be available on the Council website or on request.
- 69.3. Any person who is undertaking removal or maintenance of any tree in road reserve must hold appropriate qualifications relating to tree felling and the use of chainsaws or other cutting equipment.
- 69.4. Any application for a tree removal permit should include written consent of any adjacent landowners (where they are not the applicant).
- 69.5. The Council may impose conditions in respect of any tree removal permit to ensure the proposed removal or maintenance does not pose a health and safety risk to any road users or that any risks are adequately managed. Conditions may relate to:
  - (a) What technique for removing the trees will be employed;
  - (b) Personal protection equipment to be used;
  - (c) Traffic management measures that will be employed during the works;
  - (d) How debris will be stored and disposed of.

## 70. Decision on an application

- 70.1. The Council will, within 10 working days of receiving all the necessary information to process a tree removal permit:
  - (a) Grant the permit and notify the applicant of any conditions; or
  - (b) Decline the permit and notify the applicant of the reasons for the decision.



## 71. Compliance, cancellation, suspension and transfer

- 71.1. A failure to obtain a tree removal permit prior to removing or undertaking any maintenance work on any tree within a road is breach of this Bylaw.
- 71.2. A permit holder must comply at all times with the conditions of their tree removal permit. Failure to do so is a breach of this Bylaw.
- 71.3. A permit holder is liable for the acts and omissions of employees and agents who are purporting to exercise a tree removal permit.
- 71.4. The Council, through an Authorised Officer may terminate a tree removal permit by giving notice in writing to the permit holder if:
  - (a) The Council is required to by legal requirements imposed on it;
  - (b) The person or permit holder fails to comply with the directions of an Authorised Officer necessary to avoid endangering the health and safety of any person or causing damage to any part of the road.
- 71.5. A tree removal permit may be suspended or cancelled:
  - Immediately, where it is necessary to avoid imminent danger to any person or the permit holder has failed to comply with reasonable directions from an authorised officer; or
  - (b) With 5 working days' notice.
- 71.6. Written notice is not required where an Authorised Officer is exercising powers under clause 71.5(a).
- 71.7. A tree removal permit may be suspended for up to 30 working days. In that time the permit holder must remedy the matters that gave rise to the suspension.
- 71.8. In circumstances where the permit holder remedies the matters giving rise to the suspension prior to the expiration of the 30 working day suspension the permit holder may request the suspension end. The Council will assess compliance with the conditions and confirm whether or not the suspension is lifted within 5 working days of the request.
- 71.9. If the permit holder has not rectified the non-compliance giving rise to the suspension within 30 working days the permit is deemed to have been terminated.
- 71.10. No rights or responsibilities provided for under a tree removal permit may be transferred to any other person.



## 72. Reporting and costs

- 72.1. The permit holder must inform the Council of any circumstances that may give rise to a breach of a tree removal permit.
- 72.2. Where the Council is informed in accordance with clause 72.1 it may elect to vary the conditions of the relevant tree removal permit.
- 72.3. The Council may set fees and charges for recovery of its reasonable costs for:
  - (a) Processing applications;
  - (b) Administering a tree removal permit;
  - (c) Maintenance or repair of any part of a road caused by the tree removal.
- 72.4. A permit holder will pay any fees or charges that may be requested by the Council for administering a tree removal permit and/or the costs incurred by the Council in carrying out any maintenance or repair caused by the exercise of such a permit.



## **Subpart 4 – Temporary storage on roads**

### 73. Purpose and scope

- 73.1. The purpose of this part of the Bylaw is to manage the temporary storage of materials<sup>6</sup> on roads in order to:
  - (a) Identify when materials may be stored on roads;
  - (b) Set out the requirements for storing materials on roads so they do not compromise the safety of the road, affect other property owners or cause damage to the road or any services within it.
- 73.2. This part of the Bylaw provides for:
  - (a) Regulatory framework for materials to be stored on roads;
  - (b) Framework for evaluating proposals to store materials on roads; and
  - (c) Administrative mechanisms to achieve the above including cost recovery where necessary.

#### 74. Provisions relating to temporary storage of materials on rural roads

- 74.1. No material may be stored on any rural roads classified as follows:
  - (a) Arterial roads;
  - (b) Collector roads;
  - (c) Major gravel roads;
- 74.2. No material may be stored on any other rural roads except where all of the following are met:
  - (a) There is 100m of clear visibility to the stored material from both directions:
  - (b) The stored material must not obstruct visibility for road users at intersections or accessways;
  - (c) The stored material must not have any effects on any roadside drainage;
  - (d) The material is placed no less than 5m from the edge of the formed carriageway;
  - (e) Storage and pick up of the material will not result in the material being tracked onto the formed carriageway;
  - (f) Farm implements or machinery will only be stored on rural roads classified as follows:
    - (i) Minor gravel road;
    - (ii) Lane; or
    - (iii) Track; and
  - (g) Materials will be stored for no more than:

<sup>&</sup>lt;sup>6</sup> "Materials" includes but is not limited to hay bales, farm equipment and machinery, firewood, landscaping material and building materials (such as pipes). It does not include damaged or wrecked vehicles. Shipping containers are addressed separately in this section.



- (i) 14 days on rural roads classified as access and low volume access roads, or intermediate gravel; or
- (ii) no more than 28 days on rural roads classified as minor or lane;
- (h) It is not a shipping container.
- 74.3. Where the time limits in clause 74.2(g) above will not be complied with the person seeking to store materials on the rural road must obtain a road storage permit from the Council.
- 74.4. A person must apply for a roadside storage permit in accordance with clause 74.3 above by filing an application in the correct form. The relevant form is available on the Council website or on request.
- 74.5. The Council may grant or decline a roadside storage permit. Where the roadside storage permit is granted the Council may impose conditions in respect of a roadside storage permit to address any road safety matters that arise as a result of the proposed storage.

## 75. Provisions relating to temporary storage of materials on urban roads

- 75.1. No material may be stored on any urban roads except where:
  - (a) Materials are located behind the kerb line;
  - (b) Materials do not obstruct pedestrian movements on the footpath;
  - (c) Materials will not fall over the kerb or into the stormwater drain;
  - (d) The stored material does not obstruct visibility for road users at intersections or property accessways;
  - (e) Materials are stored for no more than 14 days; and
  - (f) Materials are not shipping containers.
- 75.2. Where the time limits in clause 75.1(e) cannot be complied with the person seeking to store materials must obtain a roadside storage permit from the Council to store materials on an urban road for an extended period.
- 75.3. A person must apply for a roadside storage permit in accordance with clause 75.2 above by filing an application in the correct form. The relevant form is available on the Council website or on request.
- 75.4. The Council may grant or decline a roadside storage permit. Where the roadside storage permit is granted the Council may impose conditions in respect of a temporary urban roadside storage permit to address any health and safety issues that may arise from the proposed storage of materials for excess of 14 days.



## 76. Provisions relating to storage of shipping containers within road reserve

- 76.1. No shipping containers can be stored on road reserve except in accordance with a permit issued in accordance with clause 76.2.
- 76.2. Any person wishing to store a shipping container on road reserve must apply for a shipping container permit by filing an application in the correct form. The relevant form is available on the Council website or on request.
- 76.3. The Council may grant or decline a shipping container permit. Where the shipping container permit is granted the Council may impose conditions in respect of any shipping container permit to address any health and safety issues that may arise from the proposed placement. Conditions may relate to:
  - (a) Classification of the relevant road;
  - (b) Location on the road reserve, in particular proximity to any intersection or accessway.
  - (c) Ability to avoid any obstruction to footpaths or cycle and pedestrian traffic;
  - (d) Period that it is intended to store the shipping container on the road for.

## 77. Decision on an application

- 77.1. The Council will, within 10 working days of receiving all the necessary information to process a shipping container permit:
  - (a) Grant the permit and notify the applicant of any conditions; or
  - (b) Decline the permit and notify the applicant of the reasons for the decision.
- 78. Compliance, termination and transfer of roadside storage permits and shipping container permits (referred to collectively as 'storage permits')
- 78.1. Any person storing materials on a road without a storage permit must comply with provisions of clauses 74.1, 74.2 and 74.1. Failure to do so is a breach of this Bylaw.
- 78.2. Where a person cannot comply with clauses 74.2(g) or 75.1(e) a permit must be obtained prior to storage of the materials. Failure to obtain a permit is a breach of this Bylaw.
- 78.3. A permit holder must comply at all times with the conditions of their storage permit. Failure to do so is a breach of this Bylaw.
- 78.4. The owner of the materials, shipping container or permit holder is liable for the acts and omissions of employees and agents who are placing materials or a shipping container in reliance on clauses 74.1, 74.2 and 75.1 or purporting to exercise a storage permit.



- 78.5. The Council, through an Authorised Officer may require a person to remove stored materials or terminate a storage permit by giving notice in writing to the person storing the materials or the permit holder if:
  - (a) The Council is required to by legal obligations imposed on it;
  - (b) The person or permit holder fails to comply with any condition relevant to storing the materials;
  - (c) The person or permit holder fails to comply with the reasonable directions of an Authorised Officer necessary to avoid their stored materials endangering the health and safety of any person or causing damage to any part of the road.
- 78.6. Storage of materials may be terminated in accordance with clause 78.5:
  - (a) Immediately, where it is necessary to avoid imminent danger to any person or the person or permit holder has failed to comply with reasonable directions from an authorised officer; or
  - (b) With 5 working days' notice.
- 78.7. Written notice is not required where an Authorised Officer is exercising powers under clause 78.6(a) above.
- 78.8. No rights or responsibilities provided for under a storage permit will be transferred to any other person.

## 79. Reporting and costs

- 79.1. The permit holder must inform the Council of any circumstances that may give rise to a breach of a storage permit.
- 79.2. Where the Council is informed in accordance with clause 79.1 above it may elect to vary the conditions of the relevant storage permit or require a storage permit to be obtained.
- 79.3. The Council may set fees and charges for recovery of its reasonable costs for:
  - (a) Processing applications;
  - (b) Administering a storage permit;
  - (c) Maintenance or repair of any part of a road caused by the exercise of a storage permit.
- 79.4. A permit holder must pay any fees or charges that may be requested by the Council for administering a storage permit and/or the costs incurred by the Council in carrying out any maintenance or repair caused by any roadside storage or exercise of such a permit.

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## Part 4 - Damage to roads

## 80. Purpose and scope

- 80.1. The purpose of this part of the Bylaw is to ensure roads are kept clear of material in order to:
  - (a) Reduce the risk of accidents occurring;
  - (b) Reduce damage and/or deterioration of the road surface; and
  - (c) Ensure the safe operation of the road for road users.
  - (d) Provide a regulatory framework to allow the Council to remove and recover the costs where material is placed on roads that poses a risk to road users.
- 80.2. This part of the Bylaw provides for:
  - (a) Establishing a framework for the Council to prevent damage being caused to any road;
  - (b) Establishing the process for responding to situations where damage to road has occurred, or may occur;
  - (c) Administrative mechanisms to achieve the above, including recovery of cost where necessary.

## 81. General conditions for damage to roads caused by material on roads

- 81.1. No material including, but not limited to:
  - (a) Mud or stock effluent from adjoining land;
  - (b) Gravel, rubble, stones, green waste or soil;
  - (c) Oil, fuel, hydraulic fluid or other vehicle fluid;
  - (d) Litter, glass or other refuse;
  - (e) Concrete or cement runoff;
  - (f) Fluid from spray tanks; whether toxic or not;
  - (g) Fluid from stock effluent tanks or stock trucks;
  - (h) Mud or stock effluent from stock crossings, stock races or stock movements along roads;
  - Overflow from irrigation, irrigation wipe off water or clay/silt bound stormwater runoff

may be spilt, deposited, tracked or otherwise allowed to be placed, directed over or left on a road.

## 82. Reporting and removal of material

- 82.1. Any person who breaches clause 81.1 must inform the Council without delay.
- 82.2. On receiving advice of a breach the Council will determine whether the material poses an immediate risk to the safety of road users or may cause significant damage



to the road. The result of this determination will affect the course of action to be taken under the clauses below.

## 83. Actions where material has been put on a road and poses and immediate risk to safety or damage

- 83.1. In the event of a breach of clause 81.1 that gives rise to an immediate risk to safety or damage the Council will:
  - (a) Seek to identify the person responsible for the material and contact them;
  - (b) If the person cannot be contacted within 60 minutes the Council will carry out the work necessary to remove the material.
  - (c) If the person can be contacted the Council will give that person 1 hour or other such timeframe as the Council may determine is appropriate from contact to remove the material.
  - (d) If the work is not completed by that person within that timeframe the Council will carry out the work necessary to remove the material.

## 84. Actions where material put on a road does not pose an immediate risk or potential to cause significant damage

- 84.1. In the event of a breach of clause 81.1 that does not give rise to an immediate safety risk or potential to cause significant damage the Council will:
  - (a) Identify the person responsible for the material and contact them;
  - (b) When that person has been contacted the Council will provide them with a timeframe within which the material must be removed.
  - (c) If the person does not remove the material within the specified timeframe set out by the Council will carry out the removal of the material.

#### 85. Enforcement and costs

- 85.1. Causing or allowing material to be placed on a road in contravention of clause 81.1 is a breach of this Bylaw.
- 85.2. A failure to report a breach of clause 81.1 in accordance with clause 82.1 is also a breach of this Bylaw.
- 85.3. The owner of the material or the property from which it emanates liable for the acts and omissions of employees and agents acting on their behalf and who fail to comply with clause 81.1.
- 85.4. A failure to remove material from a road in accordance with directions from an Authorised Officer and within the required timeframes is a breach of this Bylaw.
- 85.5. The Council may recover its reasonable costs for:
  - (a) Removal of material placed in breach of this Bylaw;



(b) Maintenance or repair of any part of a road caused by a breach of clause 81.1.

85.6. A permit holder must pay any fees or charges that may be requested by the Council for removing any material from the road and/or the costs incurred by the Council in carrying out any maintenance or repair caused by material.



# Part 5 – Services, formation, accessways and dust suppression

## Subpart 1 - Public services within roads

#### 86. Scope

- 86.1. This Bylaw does not provide the framework for installation of public services within road reserve. The National Code of Practice for Utility Operators' Access to Transport Corridors which has been approved in accordance with the Utilities Access Act 2010 provides the regulatory framework for this issue.
  To avoid duplication this Bylaw includes no further provisions in relation to public services within road reserves. The National Code of Practice for Utility Operators' Access to Transport Corridors can be sourced from the Council or online at <a href="https://www.nzuag.org.nz">www.nzuag.org.nz</a>.
- 86.2. For the purposes of this Bylaw public services includes Council managed water, wastewater, and stormwater services, and individual property connections to these within the road reserve.

## Subpart 2 - Private services within roads

#### 87. Purpose and scope

- 87.1. The purpose of this part of the Bylaw is to address matters relating to the establishment of private services within road reserve in order to:
  - (a) Enable road reserve to be utilised for utility services where appropriate;
  - (b) Manage the location of such utility services and the responsibilities of parties who install services within roads and that remain privately owned;
  - (c) Ensure the location of such utility services are known and recorded;
  - (d) Set out the procedure for such utility services to be installed within road reserve.
- 87.2. This part of the Bylaw provides for:
  - (a) An authorisation framework for establishment of private services within roads;
  - (b) Administrative mechanisms to achieve the above including recovery of costs where necessary.
- 88. General provisions relating to private services within roads



- 88.1. No person shall install private services within roads except in accordance with a permit granted under the provisions of this Bylaw.
- 88.2. Any person may apply to the Council for a services permit to allow private services to be installed within road reserve by filing an application in the correct form. The relevant form will be available on the Council website or on request.
- 88.3. The Council may impose conditions in respect of any services permit to address any of the following:
  - (a) The location of the works;
  - (b) The standard to which the works will be constructed to:
  - (c) Obligations on the permit holder to:
    - (i) Notify Council when installation of the works is to commence;
    - (ii) Reinstate the road following construction of the works;
    - (iii) Provide the Council with as built plans of the works on completion;
    - (iv) Obtain any other consents or authorisations that may be necessary in order to complete the works;
    - (v) Undertake ongoing maintenance of the works;
    - (vi) To enter into a deed of grant and register (if required) an encumbrance on the computer freehold register of the land to which the services are being provided securing the ongoing performance of the conditions within the services permit and the deed.
    - (vii) Maintain an insurance policy for all public liability risks associated with the works in respect of all third parties, including the Council. The amount of public liability insurance required will be commensurate with the scale of the works, the value of which will be determined by the Council and included within the services permit;
    - (viii) Payment of the Council's costs (including legal fees where necessary).
- 88.4. No rights or responsibilities provided for under a services permit may be transferred.

## 89. Decision on an application

- 89.1. The Council will, within 10 working days of receiving all the necessary information to process a services permit:
  - (a) Grant the permit and notify the applicant of any conditions; or
  - (b) Decline the permit and notify the applicant of the reasons for the decision.

## 90. Term and expiry of a services permit

- 90.1. A services permit will have a term of 5 years from the date the permit is granted.
- 90.2. If any services permit is not given effect to and all conditions complied with within 5 years the permit will be deemed to be terminated.



#### 91. Compliance, termination, suspension and transfer

- 91.1. A failure to obtain a services permit prior to undertaking any work to install any services within road reserve is a breach of this Bylaw.
- 91.2. A permit holder must comply with the conditions of their services permit at all times. Failure to do so is a breach of this Bylaw.
- 91.3. The owner of the land to which the services connect is liable for the acts and omissions of employees and agents who install any services without obtaining a services permit.
- 91.4. A permit holder is liable for the acts and omissions of employees and agents who purport to exercise a services permit.
- 91.5. The Council, through an Authorised Officer may suspend or cancel a services permit by serving notice in writing to the permit holder if:
  - (a) The Council is required to by legal obligations imposed on it;
  - (b) The permit holder fails to comply with the conditions of their services permit;
  - (c) The permit holder fails to comply with the reasonable directions of an Authorised Officer necessary to avoid the permit holder endangering the health and safety of any person or causing damage to any part of a road.
- 91.6. A services permit may be suspended or cancelled in accordance with clause 6.3:
  - Immediately, where it is necessary to avoid imminent danger to any person or the permit holder has failed to comply with reasonable directions from an Authorised Officer; or
  - (b) With 20 working days' notice.
- 91.7. Written notice is not required where an Authorised Officer is exercising powers under clause 91.6(a) above.
- 91.8. No rights or responsibilities provided for under a services permit may be transferred.

## 92. Reporting and costs

- 92.1. The permit holder must inform the Council of any circumstances that may give rise to a breach of a permit or requirements for a services permit.
- 92.2. Where the Council is informed in accordance with clause 92.1 above it may elect to vary the conditions of the relevant services permit.
- 92.3. The Council may set fees and charges for recovery of its reasonable costs for:
  - (a) Processing applications;



- (b) Administering a services permit;
- (c) Maintenance or repair of any part of a road caused by the exercise of a services permit.
- 92.4. A permit holder must pay any fees or charges that may be requested by the Council for administering a stock permit and/or the costs incurred by the Council in carrying out any maintenance or repair caused by the stock movement.



## Subpart 3 – Occupation of unformed roads

### 93. Purpose and scope

- 93.1. The purpose of this part of the Bylaw is to address matters relating to the occupation and use of an unformed road in order to:
  - (a) Set out the obligations of the Council in relation to unformed roads;
  - (b) Set out a process to deal with matters raised in respect of the occupation and use of unformed roads.
  - (c) Ensure the safety of public using unformed roads.
- 93.2. This part of the Bylaw provides for:
  - (a) Regulatory framework for occupation of unformed roads.

## 94. General provisions relating to occupation of unformed roads

- 94.1. No person may occupy an unformed road, except in accordance with the provisions of this part of the Bylaw.
- 94.2. Owners and/or occupiers of land adjoining an unformed road may occupy an unformed road subject to the following:
  - (a) No fence may be installed along or across an unformed road in a manner that unreasonably obstructs public access along an unformed road;<sup>7</sup>
  - (b) Stock will not prevent the use of the road by the public;
  - (c) Temporary fencing for the purpose of stock control may be installed on an unformed road with provision made for pedestrians to pass and repass over the fence:
  - (d) No damage will be caused to the road.

#### 95. Public use of unformed road

- 95.1. No person will access or use an unformed road in a manner that causes damage to the road or causes a nuisance to adjoining landowners or occupiers of an unformed road.
- 95.2. Any person using or accessing an unformed road occupied by an adjoining owner or occupier must:
  - (a) Leave any gates as they found them;
  - (b) Not leave any litter;
  - (c) Not cause damage to the unformed road or any property within it;

<sup>&</sup>lt;sup>7</sup> This provision is not intended to prevent fences from being installed on unformed roads. In circumstances where a fence is installed by an adjoining landowner provision must be made for passing through the fence by installing a gate.



- (d) Not chase or cause undue distress to any stock on or adjacent to the unformed road;
- (e) Keep any dogs under control or on a leash at all times.

#### 96. Compliance

- 96.1. Occupation of an unformed road in contravention of clause 94.2 above is a breach of this Bylaw.
- 96.2. Accessing an unformed road and failing to comply with clauses 95.1 and 95.2 is a breach of this Bylaw.

#### 97. Power to terminate occupation

- 97.1. The Council may at any time require any person to cease occupying an unformed road.
- 97.2. The Council will give notice requiring either:
  - (a) The unformed road to be vacated within 20 working days; or
  - (b) Immediately if the Council deems this necessary.
- 97.3. Written notice is not required where an Authorised Officer is exercising powers under clause 97.2(b).

#### 98. Costs

- 98.1. In the event that any occupation of an unformed road has given rise to damage, the Council may:
  - (a) Request the damage be repaired by the occupier; or
  - (b) Repair the damage and require reimbursement for any costs of that work.
- 98.2. In the event that the Council demands payment from any occupier in accordance with clause 98.1(b), the occupier must pay the costs demanded by the Council within 20 working days. Failure to do so constitutes a breach of this Bylaw.



## **Subpart 4 – Formation of roads**

#### 99. Purpose and scope

- 99.1. The purpose of this part of the Bylaw is to control the manner in which roads are formed in order to:
  - (a) Ensure roads are formed to an appropriate standard to protect the health and safety of road users;
  - (b) Make the process for obtaining approval clear.
- 99.2. This part of the Bylaw provides for:
  - (a) Establishment of an authorisation framework for formation of roads;
  - (b) Administrative mechanisms to achieve the above including recovery of costs where necessary.

#### 100. General conditions for forming legal roads

- 100.1. No person may carry out any work within road reserve for the purpose of forming the carriageway except in accordance with a permit issued under this Bylaw.
- 100.2. A person must apply for a permit in accordance with clause 100.1 by filing an application in the correct form. The relevant form will be available on the Council website or on request.
- 100.3. The Council may impose conditions in respect of a formation permit to ensure the formation is to the appropriate standard. Conditions may relate to the following:
  - (a) Standard of construction that the formation will achieve:
  - (b) Alignment of the formation within the road reserve;
  - (c) Provision of as built surveys to demonstrate:
    - (i) the formed carriageway is within the road reserve;
    - (ii) construction is completed in accordance with specified standards for construction;
  - (d) Who is liable for the costs of construction and maintenance;
  - (e) Where necessary, a requirement for the permit holder to enter into a deed of agreement with the Council recording that ongoing maintenance of the road will not be undertaken by the Council.

#### 101. Affected party approval

101.1. Where the applicant for the formation permit is not the only adjoining landowner of the road that is to be formed the applicant should seek and obtain written approval from all adjacent landowners to the formation of the road.



101.2. The written approvals obtained must be included with the application for the formation permit.

#### 102. Compliance, termination, suspension and transfer

- 102.1. A failure to obtain a formation permit before forming a road is breach of this Bylaw.8
- 102.2. A permit holder must comply at all times with the conditions of their formation permit. failure to do so is a breach of this Bylaw.
- 102.3. A permit holder is liable for the acts and omissions of employees and agents who purporting to exercise rights under a formation permit.
- 102.4. The Council, through an Authorised Officer may suspend a formation permit by giving notice in writing to the permit holder if:
  - (a) The Council is required to by legal obligations imposed on it;
  - (b) A person or permit holder fails to comply with any condition of the formation permit;
  - (c) A person or permit holder fails to comply with the directions of an Authorised Officer in respect of the formation of the road to which the formation permit relates.
- 102.5. A formation permit may be suspended or cancelled in accordance with clause 102.4:
  - (a) Immediately, where it is necessary to avoid imminent danger to any person or the permit holder has failed to comply with reasonable directions from an authorised officer; or
  - (b) With 20 working days' notice.
- 102.6. Written notice is not required where an Authorised Officer is exercising powers under clause 102.5(a) above.
- 102.7. Where a formation permit is suspended under clause 102.4 above the Council may issue directions in writing setting out work to be done by the permit holder in order to address the matters giving rise to the suspension.
- 102.8. A formation permit may be suspended for up to 30 working days.
- 102.9. In circumstances where the permit holder remedies the matters giving rise to the suspension prior to the expiration of the 30 working day suspension the permit holder may request the suspension end. The Council will assess compliance with the conditions and confirm whether or not the suspension is lifted within 5 working days of the request.

<sup>&</sup>lt;sup>8</sup> For avoidance of doubt, this Bylaw does not apply to the formation of roads to be vested in accordance with a subdivision consent under the Resource Management Act 1991.



102.10. If the permit holder has not rectified the non-compliance giving rise to the suspension within 30 working days the permit is deemed to have been terminated. In these circumstances the Council may require the permit holder to reinstate the road where work has begun.

- 102.11. If the non-compliance cannot be rectified within 30 working days the permit holder may request that the suspension period be extended. Such a request must be in writing directed to the Roading Manager. Council will confirm whether the extension has been granted within 5 working days. Such confirmation will also be in writing.
- 102.12. No rights or responsibilities provided for under a formation permit may be transferred to any other party.



### Subpart 5 - Vehicle accessways

#### 103. Purpose and scope

- 103.1. The purpose of this part of the Bylaw is to manage the construction of accessways<sup>9</sup> in order to:
  - (a) Allow development of accessways where required;
  - (b) Ensure that the construction of accessways does not compromise the operation or safety of the road network, including drainage channels, etc;
  - (c) Ensure accessways are constructed to an appropriate standard and do not cause damage to the road or services within the road.
- 103.2. This part of the Bylaw provides for:
  - (a) Regulatory framework to construct accessways;
  - (b) Establishment of administrative mechanisms to achieve the above, including recovery of costs where necessary.

#### 104. General conditions relating to the construction of accessways

- 104.1. No person may construct an accessway to any land except in accordance with a permit issued under this Bylaw.
- 104.2. A person must apply for a permit in accordance with clause 104.1 by filing an application in the correct form. The relevant form will be available on the Council website or on request.
- 104.3. The Council may impose conditions in respect of an accessway permit to ensure the formation is to an appropriate standard. Conditions may relate to the following:
  - (a) Standard of construction for the accessway<sup>10</sup>, including
    - (i) Construction method; and
    - (ii) Construction materials.
  - (b) Location, including:
    - (i) Angle of intersection with the property boundary and formed carriageway;
    - (ii) Relationship to any drainage systems or services located within the road reserve;
    - (iii) Relationship to any existing street trees;
    - (iv) Proximity to intersections and other accessways.

<sup>&</sup>lt;sup>9</sup> This Bylaw relates only to the construction of accessways to road under the control of the Council. Accessways constructed to State Highways are not within the Council's jurisdiction.

<sup>&</sup>lt;sup>10</sup> Standard of construction will be relative to the classification of the road and the nature of the activity taking place on the site to which access is to be obtained.



- (v) Sight distances to the accessway.
- (c) Width of proposed accessway

#### 105. Compliance, termination and transfer

- 105.1. A failure to obtain an accessway permit prior to construction of an accessway is a breach of this Bylaw.
- 105.2. A permit holder must comply at all times with the conditions of their accessway permit. Failure to do so constitutes a breach of this Bylaw.
- 105.3. A permit holder is liable for the acts and omissions of employees and agents who purport to exercise rights under a formation permit.
- 105.4. If the non-compliance cannot be rectified within 30 working days the permit holder may request that the suspension period be extended. Such a request must be in writing directed to the Roading Manager. Council will confirm whether the extension has been granted within 5 working days. Such confirmation will also be in writing.
- 105.5. No rights or responsibilities provided for under an accessway permit may be transferred to any other person.
- 105.6. If the accessway is not constructed in accordance with the accessway permit within 2 years of the date of the permit being issued, it is deemed to have been terminated.

#### 106. Reporting and costs

- 106.1. The permit holder must inform the Council of any circumstances that may give rise to a breach of the accessway permit.
- 106.2. Where the Council is informed of an incident in accordance with clause 106.1 above it may elect to vary the conditions of the relevant accessway permit or require an accessway permit to be obtained.
- 106.3. The Council may set fees and charges for recovery of its reasonable costs for:
  - (a) Processing applications;
  - (b) Administering an accessway permit;
  - (c) Maintenance or repair of any part of a road caused by the formation of the accessway.
- 106.4. A permit holder must pay any fees or charges that may be requested by the Council for administering an accessway permit and/or the costs incurred by the Council in carrying out any maintenance or repair caused by the establishment of an accessway.



## Subpart 6 - Dust suppression

#### 107. Purpose and scope

- 107.1. The purpose of this part of the Bylaw is to manage the effects of dust on residential properties in the vicinity of gravel roads and visibility for road users in order to:
  - (a) Ensure the effects of dust are minimised;
  - (b) Ensure dust minimisation methods are environmentally acceptable;
  - (c) Improve the safety of gravel roads; and
  - (d) Ensure dust minimisation methods do not have adverse effects on the safety of the road and road users.

#### 108. General provisions relating to dust suppression

- 108.1. No dust suppression work shall be completed on any gravel road except:
  - (a) Where a dwelling house is within 100m of a gravel road; and
  - (b) Such work is completed by the Council as part of the Council's District Roading Programme.

#### 109. Compliance

- 109.1. Carrying out dust suppression works in contravention of clause 108.1 above is a breach of this Bylaw.
- 109.2. Where dust suppression works are done in contravention of clause 108.1 above the Council may direct the person who completed the work to rectify it. Such work will be completed at the cost of that person within the timeframe set by Council.
- 109.3. The Council may elect to complete any rectification works themselves. In such circumstances the costs will be covered by the person who undertook the unlawful dust suppression.



## Part 6 - Fencing within rural road reserve

#### 110. Purpose and scope

- 110.1. The purpose of this part of the Bylaw is to manage the establishment of fencing within road reserve in order to:
  - (a) Allow fencing within road reserve to occur;
  - (b) Facilitate the economic use of the roadside where appropriate:
  - (c) Improve visual amenity;
  - (d) Protect drainage infrastructure;
  - (e) Ensure safety of the road is maintained and improved.
- 110.2. This part of the Bylaw provides for:
  - (a) Regulatory framework to achieve the purpose of the Bylaw.

#### 111. General provisions fencing within road reserve

- 111.1. No fencing will occur within road reserve except:
  - (a) On rural roads; and
  - (b) The person wishing to construct the fence is the adjoining landowner or occupier; and
  - (c) The person wishing to construct the fence does so in accordance with a permit issued under this Bylaw.
- 111.2. A person must apply for a permit in accordance with clause 111.1 above by filing an application in the correct form. The relevant form will be available on the Council's website or on request.
- 111.3. The Council may impose conditions in respect of a road fencing permit. The conditions may relate to:
  - (a) Location of the proposed fence to avoid:
    - (i) existing drainage channels and waterways;
    - (ii) any services located within the road reserve;
    - (iii) the proposed fence restricting passage along the road;
  - (b) Distance of the fence from the formed carriageway;
  - (c) Requirements for a permit holder to maintain the fence and the fenced area, including any trees within it, to ensure any stock will be contained within the fenced area;
  - (d) Avoiding damage being caused to any services or drainage infrastructure within the road reserve;
  - (e) Any public liability or indemnity insurance to be held by the permit holder;
  - (f) A requirement for the permit holder to enter into a licence to occupy.
  - (g) Registration of an encumbrance on the computer freehold register of the adjacent land.



#### 112. Compliance, transfer and cancellation

- 112.1. Any person who erects a fence on road otherwise than in compliance with clause 111.1 is in breach of this Bylaw.
- 112.2. A permit holder must comply at all times with the conditions of their road fencing permit. Failure to do so is a breach of this Bylaw.
- 112.3. A permit holder is liable for the acts and omissions of employees and agents who are or purporting to exercise rights under a road fencing permit.
- 112.4. The Council, through an Authorised Officer, may cancel a road fencing permit by giving notice in writing to the permit holder if:
  - (a) The Council is required by legal obligations imposed on it;
  - (b) The permit holder fails to comply with the conditions of the road fencing permit;
  - (c) The permit holder fails to comply with the directions of an Authorised Officer necessary to avoid the permit holder endangering the health and safety of any person or causing damage to any part of the road.
- 112.5. A road fencing permit may be cancelled in accordance with clause 112.4:
  - (a) Immediately, where it is necessary to avoid imminent danger to any person or the permit holder has failed to comply with directions from an Authorised Officer; or
  - (b) Within 20 working days' notice.
- 112.6. Written notice is not required where an Authorised Officer is exercising powers under clause 112.5(a) above.
- 112.7. No rights or responsibilities provided for under a road fencing permit may be transferred. Where a permit holder ceases to be an owner or occupier of the property to which the road fencing permit relates the relevant permit will be deemed to have been terminated.

# 113. Conditions relating to the use of land within the fenced area under a road fencing permit

- 113.1. The permit holder will be responsible for the use and management of the land within the fenced area under the road fencing permit. The permit holder will:
  - (a) Not erect any structures within the fenced area.
  - (b) Manage any vegetation, pests or pest plants within the fenced area.
  - (c) Not plant any trees or hedges within the fenced area except in accordance with this Bylaw.



- (d) Not excavate any material from within the fenced area.
- (e) Not restrict access by Council staff, nominees or utility providers to the fenced area for any purpose including for the purpose of installing, maintaining, repairing or removing any new or existing service over, under or on the land being freely available.
- (f) Not damage or impede any drain, inlet, culvert, water channel or water table.

#### 114. Council may require removal

114.1. Notwithstanding any of the above the Council may require immediate removal of any stock or fence installed under this part of the Bylaw at any time.

#### 115. Reporting and costs

- 115.1. The permit holder must inform the Council of any circumstances that may give rise to a breach of a road fencing permit.
- 115.2. Where the Council is informed of an incident in accordance with clause 115.1 it may elect to vary the conditions of the relevant stock permit or require a stock permit to be obtained.
- 115.3. The Council may set fees and charges for recovery of its reasonable costs for:
  - (a) Processing applications;
  - (b) Administering a road fencing permit;
  - (c) Maintenance or repair of any part of a road caused by the establishment of fencing of the use of the fenced road.
- 115.4. A permit holder must pay any fees or charges that may be requested by the Council for administering a road fencing permit and/or the costs incurred by the Council in carrying out any maintenance or repair caused by the fencing or the use of the fenced area



## Part 7 – Parking restrictions

#### 116. Purpose and scope

- 116.1. The purpose of this part of the Bylaw is to provide for parking restrictions in the district to:
  - (a) Maintain and improve the efficiency of the road network;
  - (b) Ensure that parking available in areas of high demand is turned over in sufficient frequency to meet with the demand;
  - (c) Ensure the safe operation of the roading network.
- 116.2. This part of the Bylaw provides for:
  - (a) Council to place restrictions on the location and time for parking on roads or within council controlled carparks;
  - (b) Establish the framework to determine and implement time restricted parking;
  - (c) Administrative framework for achieving the above.

#### 117. Control of parking

- 117.1. The Council may by resolution, declare any road, part of a road or council-controlled land to be a no parking area.
- 117.2. Under clause 117.1 parking may be prohibited 24 hours per day or between times specified in the relevant resolution.
- 117.3. The Council may by resolution, declare any road or part of a road to be a restricted parking area.
- 117.4. In declaring a restricted parking area the Council may impose any or all of the following restrictions:
  - (a) The time(s) during which the restrictions will have effect;
  - (b) The maximum time allowed within any parking space;
  - (c) The number and location of parking spaces within the relevant restricted parking area;

#### 118. Variation or revocation of parking restrictions

- 118.1. The Council may by resolution at any time vary or revoke any no parking or restricted parking area.
- 118.2. At the time a variation or revocation is made under clause 118.1 the Council may by resolution impose any new restriction in substitution for the varied or revoked resolution.



#### 119. Time of legal effect of parking restrictions

119.1. A resolution in accordance with clauses 117.1 and 117.3 will not have legal effect until the necessary signage under the Traffic Control Devices Rules 2004 or under any rules under the Land Transport Act 1998 have been installed.

#### 120. Restricted vehicle areas

- 120.1. The Council may by resolution, set aside any road or part of a road or council controlled parking area as a restricted vehicle parking area for use by specified vehicles or people. This may include:
  - (a) Taxis;
  - (b) Passenger service vehicles;
  - (c) Goods and services vehicles;
  - (d) Vehicles used by disabled persons;
  - (e) Motorcycles;
  - (f) Any other vehicle the Council specifies in the resolution.

#### 121. Parking requirements

- 121.1. Any person parking a vehicle in a restricted parking area or restricted vehicle area where the parking spaces are identified must park their vehicle entirely within a single marked parking space;
- 121.2. Where any parking space is identified for the use of specified vehicles only, no person shall park any vehicle other than the specific type of vehicle in that space.
- 121.3. Any person parking a motorcycle in a parking space marked for use of motorcycles only must park their motorcycle entirely within a single marked parking space. For avoidance of doubt, subject to compliance with this clause more than one motorcycle may occupy a marked parking space.

#### 122. Parking on verges

- 122.1. A person must not stop or park a vehicle on a grass or cultivated verge which forms part of any land that forms part of the road reserve or which has been designated as a local purpose reserve, recreation reserve under the Central Otago District Plan.
- 122.2. The Council may by resolution exclude certain areas from the application of clause 122.1.



#### 123. Parking on footpaths or cycle ways

- 123.1. No person may stop, stand or park any vehicle on a footpath or on a cycle path.
- 123.2. If, as a result of stopping, standing, parking or traversing where there is no vehicle crossing over a footpath, damage is caused to the footpath the person in charge of the vehicle causing the damage may be required to pay for repair of the damage to the satisfaction of Council.

#### 124. Enforcement

- 124.1. For the purpose of this Bylaw any Parking Warden or Authorised Officer may inspect any parked vehicle for the purpose of establishing compliance with this Bylaw.
- 124.2. The Council or any Authorised Officer may remove or cause to be removed any vehicle or other thing from any road or council controlled carpark which breaches this Bylaw, or any resolution made under it. The Council may recover from the person committing the breach all expenses incurred by the Council when removing the vehicle or thing.
- 124.3. Any person who parks or allows a vehicle to be parked in breach of any of the provisions of this Bylaw or any resolution made in accordance with it, commits a breach of this Bylaw.
- 124.4. Nothing in clause 123.2 limits the liability of any person for an infringement offence under section 2(1) of the Land Transport Act 1998.

#### 125. Penalties

- 125.1. Any person who breaches this Bylaw (including and control, restriction, limitation, or prohibition under this bylaw) commits an offence under the Land Transport Act 1998, or the Local Government Act 2002 and is liable to the penalties set out in the relevant Act.
- 125.2. Any person who commits a breach of this Part of the Bylaw will also be liable for any towage fee incurred by the Council in accordance with the Transport (Towage Fees) Notice 2004.

#### 126. Defences

- 126.1. It is a defence for any person who is charged with a breach of this Bylaw, or any resolution made under it if that person proves the act or omission was:
  - (a) Done due to an emergency;
  - (b) Done to comply with the directions of a Parking Warden or Authorised Officer, traffic signal or traffic sign; In the case of any act done by a Parking Warden



or Authorised Officer the breach was necessary as part of the execution of the Parking Warden or Authorised Officers' duties



## Part 8 – Heavy vehicles restrictions

#### 127. Purpose and scope

- 127.1. The purpose of this part of the Bylaw is to:
  - (a) Enable the Council to restrict the use of certain roads, or part of a road by heavy vehicles.
  - (b) Ensure the safe operation of the roading network
- 127.2. This part of the Bylaw provides for:
  - (a) Council to place restrictions on the location and/or time that heavy vehicles may use certain roads or parts of roads;
  - (b) Establish the framework to determine and implement heavy vehicle restrictions;
  - (c) Administrative framework for achieving the above.

#### 128. Control of heavy vehicles

- 128.1. The Council may by resolution, declare that no heavy vehicles may pass or repass over any road or part of a road.
- 128.2. In making a declaration under clause 127.1 above the Council may impose any or all of the following restrictions:
  - (a) The size of the vehicles that are restricted;
  - (b) The times during which the restrictions will have effect if less than 24 hours per day:
  - (c) Specify an alternative route for heavy vehicles to utilise.

#### 129. Alternative route

129.1. Where a declaration under clause 127.1 specifies an alternative route, all heavy vehicles shall use it as a bypass.

#### 130. Exemptions

- 130.1. No person driving or in charge of any heavy vehicle will drive or allow it to be driven along any road subject to a declaration under clause 128.1 above except:
  - (a) Where the place of business of the owner of the heavy vehicle is located on the road or part of the road subject to a declaration where there is no alternative route.
  - (b) In connection with the essential maintenance of the heavy vehicle;
  - (c) In connection with the delivery or collection of passengers or goods to an address on the road or part of a road subject to a declaration and where no alternative access is available.



- (d) In connection with the purchase of fuel from an address on the road or part of a road subject to a declaration and where no alternative access is available
- (e) In connection with the provision of services to an address on the road or part of a road subject to a declaration and where no alternative access is available.
- (f) With the written approval of the Council.
- 130.2. A declaration under clause 127.1 will not apply to:
  - (a) Any ambulance, fire service vehicle or other emergency vehicles;
  - (b) Campervans or passenger vehicles such as buses; and
  - (c) A vehicle of a network utility operator or its authorised agent or contract engaged in the provision of, or maintenance of a network utility operation.

#### 131. Variation or revocation of heavy vehicle restrictions

- 131.1. The Council may by resolution at any time vary or revoke any heavy vehicle restriction.
- 131.2. At the time a variation or revocation is made under clause 130.1 the Council may by resolution impose any new restriction in substitution for the varied or revoked resolution.

#### 132. Time of legal effect of heavy vehicle restrictions

132.1. A resolution in accordance with 127.1 and 130.1 above will not have legal effect until the necessary signage under the Traffic Control Devices Rules 2004 or any other Rules under the Land Transport Act 1998 have been installed.

#### 133. Offences

133.1. Any person who commits a breach of this Bylaw by driving or being in charge of a heavy vehicle on a road or part of a road subject to a declaration under clause 127.1; is liable to an infringement of \$150.

#### 134. Defences

- 134.1. It is a defence for any person who is charged with a breach of this Part of the Bylaw, or any resolution made under it if that person proves the act or omission was:
  - (a) Done due to an emergency; or
  - (b) Done to comply with the directions of an Authorised Officer, traffic signal or traffic sign.



## **Schedule 1 Current parking restrictions**

#### Cromwell

#### 1. 10 Minute Parking

- a. Two parks in Town Centre Car Park #3 (Café precinct)
- b. Four parks on Barry Avenue at the eastern entrance to the Town Centre
- c. Four parks on Barry Avenue by Cromwell College.

#### 2. 120 Minute Parking

- a. 43 parks in the parking bays closest to The Mall in Town Centre Car Park #1 (Western side of the Mall)
- b. 13 parks closest to The Mall Town Centre Car Park #2 (Subway area)
- c. 27 parks in the central island area in Town Centre Car Park #3 (Café precinct)
- d. Nine parks adjacent to the Library in Town Centre Car Park #4 (Library area)
- e. Seven parks in Town Centre Car Park #6 (Medical Centre)
- f. Eight parks in Town Centre Car Park #7 (Central Lakes Trust).
- g. Two parks beside Edinburgh Realty (Introduced 2020)

#### 3. Accessibility Parks

- a. Two parks in Town Centre Car Park #1 (Western side of the Mall)
- b. One park in Town Centre Car Park #2 (Subway area)
- c. Two parks in Town Centre Car Park #3 (café precinct)
- d. Two parks in Town Centre Car Park #4 (Library area)
- e. One park in Town Centre Car Park #5 (South end of Mall)
- f. Three parks in Town Centre Car Park #6 (Medical centre)
- g. One park in Town Centre Car Park #7 (Central Lakes Trust).

#### 4. Bus Parking

- a. Lode Lane Two Bus parks
- b. Molyneux Avenue Two Bus parks outside Cromwell Primary School
- c. Gilling Place Two Bus parks outside Goldfields Primary School.

#### 5. Ambulance Parking

a. Town Centre Car Park #7 (Central Lakes Trust) - One park.



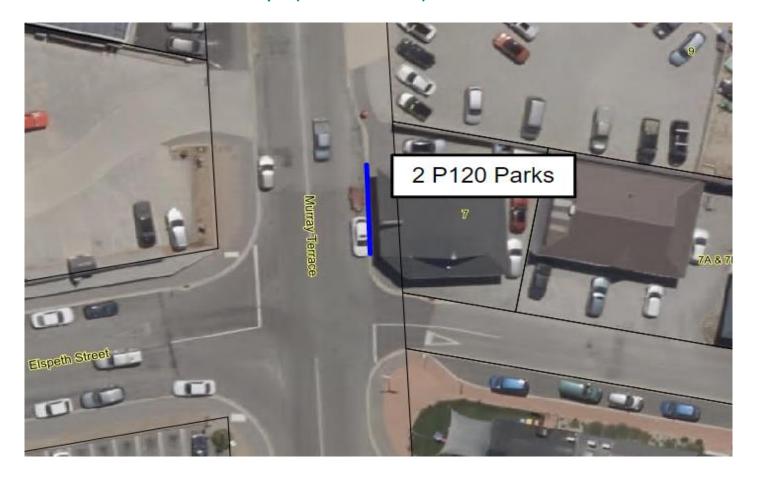
## **Cromwell Car Park Restrictions Map 1 (Introduced 2015)**



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## **Cromwell Car Park Restrictions Map 2 (Introduced 2020)**



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#### **Alexandra**

#### 1. 15 Minute Parking

a. Three parks outside the Central Otago District Council on Dunorling Street.

#### 2. 60 Minute Parking

- a. Tarbert Street from the War Memorial to Limerick Street.
- b. Tarbert Street War Memorial car park.
- c. Tarbert Street from Bantry Street to the Medical Centre vehicle entrance.
- d. Brandon Street between Kenmare Street and Centennial Ave.
- e. Centennial Avenue in the Golden Block area.

#### 3. 120 Minute Parking

- a. Matau Street from Centennial Avenue to Ventry Street.
- b. Centennial Avenue from Moa Street to Brandon Street.
- c. Brandon Street between Centennial Avenue and the Golden Block car park.
- d. Within the Golden Block car park.
- e. Centennial Avenue from the end of the Golden Block to the Dunorling Street/Tarbert Street roundabout.
- f. Shannon Street from Ventry Street to the boundary line between numbers 30 and 32 Shannon Street.
- g. Tarbert Street from the Dunorling Street/Centennial Avenue roundabout to Walton Street.
- h. Skird Street.
- i. Tarbert Street from Limerick Street to end of road.
- j. Limerick Street
- k. Centrepoint Mall car park (public parks only).
- Ennis Street 5 car angle parks from Dunorling Street on the west side of Ennis Street.
- m. Deel Street from Tarbert Street to McDonald Street.
- n. Two parks on Dunorling Street outside Feron Motor Court (Introduced 2020)

#### 4. Accessibility Parks

- a. One park in Tarbert Street War Memorial car park.
- b. One park on Tarbert Street by entrance to the Tarbert Street War Memorial car park.
- One park on Tarbert street beside Tarbert Street Dental Surgery (Introduced 2020)
- d. Two parks on Skird Street outside the Memorial Hall.
- e. Two parks in Thomson Way car park.
- f. One park on Limerick Street outside The Warehouse.
- g. One park on Centennial Ave by the Museum/Information Centre.
- h. Two parks in Golden Block car park.
- i. One park in Tarbert Street The Warehouse carpark.

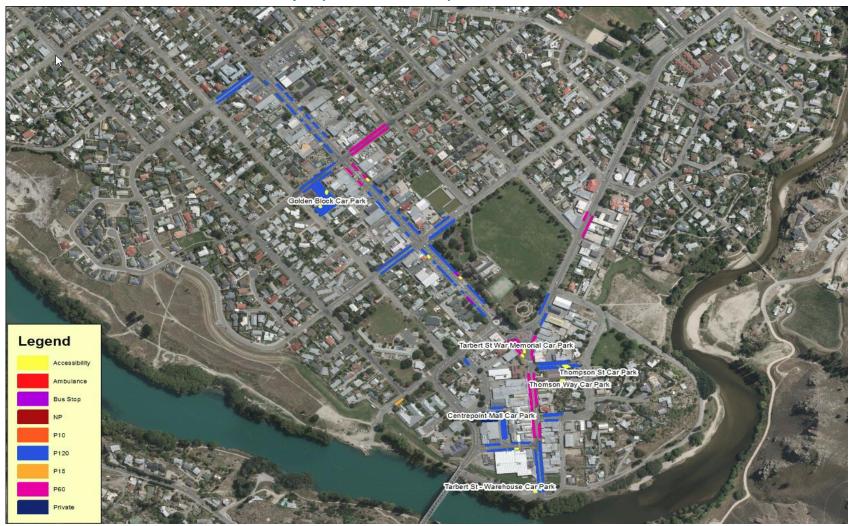


#### 6. Bus Parking

- a. Centennial Ave Two bus parks near Museum.
- b. Tarbert Street 1 bus park outside St Gerards School.
- c. Bringans Street 2 bus parks outside Alexandra Primary School



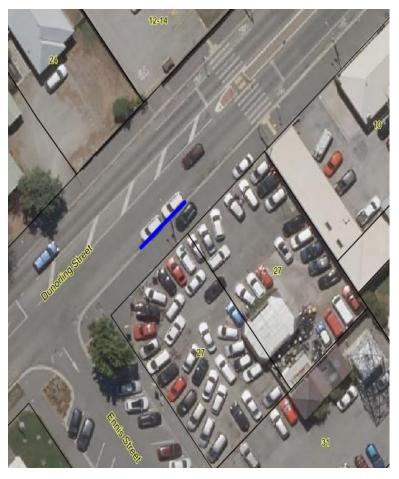
## **Alexandra Car Park Restrictions Map 1 (Introduced 2015)**



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## Alexandra Car Park Restrictions Map 2 (Introduced 2020)





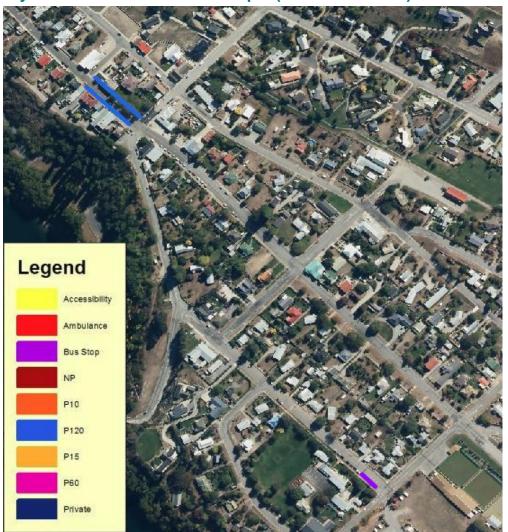
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## Clyde

- 1. 120 Minute Parking
  - a. Sunderland Street from Naylor Street to Lodge Lane.
  - b. Lodge Lane
  - c. Holloway Street between Naylor Street and the Eade Gallery
- 2. Bus Parking
  - a. Blyth Street One bus park outside Clyde Primary School.

## **Clyde Car Park Restrictions Map 1 (Introduced 2019)**





## Clyde Car Park Restrictions Map 2 (Introduced 2020)





## **Schedule 2 Current heavy vehicle restrictions**

#### 1. Cromwell

- a. Location -
  - Barry Avenue between McNulty Road and Neplusultra Street Alpha Street between State Highway 8B and Inniscourt Street Gair Avenue between Barry Avenue and McNulty Road Waenga Drive between Murray Terrace and Gair Avenue
- b. Vehicle type This restriction applies to vehicles with a Gross Vehicle Mass (GVM) as shown on the Certificate of Loading of 11,000kg or higher.
- c. Time This restriction applies 24 hours a day.
- d. Alternative route Vehicles restricted under this declaration will use the alternative route:
  - i. Starting at the State Highway 8B Barry Avenue Intersection travel west to the State Highway 8B State Highway 6 Intersection (600m):
  - ii. Turn left and travel in a south west direction along State Highway 6 to the McNulty Road Intersection (2.1km):
  - iii. Travel along in an easterly direction to the McNulty Road intersection (1.8km).



#### 23.5.10 REVIEW OF THE INTERNAL AUDIT PROGRAMME

Doc ID: 654677

#### 1. Purpose

To consider the review of the internal audit programme.

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#### Recommendations

That the report be received.

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#### 2. Discussion

Each year Council conducts two to three audits on agreed areas of its business. In August 2020, Deloitte recommended a four-year internal audit programme based on factors such as budgetary constraints, recently completed engagements and the current view of the risk landscape in the local government sector. This was then prioritised, and the Audit and Risk Committee endorsed the programme of work as detailed below.

Internal Audit Review Programme	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Information and Records Management	✓	✓		
Procurement		✓		
Cyber Security		✓		
Contract Management			✓	
Capital Expenditure Planning and Monitoring			✓	
Health & Safety			✓	
Contract Management				✓
Recruitment Review				✓
Environmental Management (including Sustainability)				
Business Continuity / Disaster Recovery				
Asset Management				
Benefits Realisation				
Legislative Compliance				

Red – denotes suggested alternative audit review options

In initial conversations with Deloitte on the audit of capital expenditure planning and monitoring (planned for the 22/23 year) it became clear that a broader conversation was required around the focus areas for the upcoming audits. Deloitte presented to the 24 March 2023 Audit and Risk Committee and staff recommended that the Committee review the programme, which the Committee endorsed. The Committee recommended that Council be informed of the review of the internal audit programme.

Following a conversation with the Executive Leadership Team on 8 May 2023, the process to conduct the review has been agreed and its outlined below.

Stage 1: Discovery – provision of internal documentation (underway)

Stage 2: Interviews with Executive Leadership and the Chair of the Audit and Risk Committee (June/July)

Stage 3: Draft plan for review by Central Otago District Council (August)

Stage 4: Finalisation of the plan and presentation to the Audit and Risk Committee (September)

Following presentation and review of internal audit plan by the Audit and Risk Committee, the plan will be presented to Council.

#### 3. Attachments

Nil

Report author:

Reviewed and authorised by:

Saskia Righarts

Group Manager - Business Support

15/05/2023

Louise van der Voort

Interim Chief Executive Officer

22/05/2023



#### 23.5.11 UPDATE TO THE REGISTER OF DELEGATIONS

Doc ID: 653484

#### 1. Purpose of Report

To consider an update to the Register of Delegations.

\_\_\_\_\_

#### Recommendations

That the Council

- A. Receives the report and accepts the level of significance.
- B. Agrees to amend the Register of Delegations to reflect the removal of the Teviot Valley Walkways Committee as a subcommittee of the Teviot Valley Community Board.

#### 2. Background

Page 13 of the Register of Delegations lists all of the subcommittees of each of the Community Boards in Central Otago. The Teviot Valley Community Board has one subcommittee, that being the Teviot Valley Walkways Committee.

#### 3. Discussion

At their meeting on 4 May 2023, the Teviot Valley Community Board resolved to remove the Teviot Valley Walkways Committee from their subcommittee list.

The Walkways Committee's status as a subcommittee was deemed not to be necessary as they operate as an independent group, and they have no terms of reference or any documents regarding matters such as membership and how members are elected.

While the Board controls its own subcommittees, the Council oversees the Register of Delegations document which is why permission must be sought to add or remove any material from it.

#### 4. Financial Considerations

There are no financial implications.

#### 5. Options

#### Option 1 – (Recommended)

Remove the Teviot Valley Walkways Committee from the Register of Delegations

#### Advantages:

 It will reflect the wishes of the Teviot Valley Community Board regarding their subcommittee.

#### Disadvantages:

None identified.

#### Option 2

Do not remove the Teviot Valley Walkways Committee from the Register of Delegations

#### Advantages:

None identified.

#### Disadvantages:

 Will not reflect the wishes of the Teviot Valley Community Board to remove their own subcommittee.

#### 6. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables democratic local decision making and action by, and on behalf of communities by allowing the community board to control their own subcommittees.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes it is consistent with policies, as a community board can choose its own subcommittees.
Considerations as to sustainability, the environment and climate change impacts	There are no considerations to be made with regards to sustainability in this decision
Risks Analysis	There are few risks as the Walkways Committee operate as an independent group already.
Significance, Consultation and Engagement (internal and external)	This does not meet any thresholds for consultation.

#### 7. Next Steps

The Register of Delegations will be updated accordingly (refer to appendix 1 that details the proposed change).

#### 8. Attachments

Appendix 1 - Update to Register of Delegations J.

Report author:

Wayne McEnteer Governance Manager

12/05/2023

Reviewed and authorised by:

Saskia Righarts

Group Manager - Business Support

15/05/2023

# COMMITTEES AND SUB-COMMITTEES OF COMMUNITY BOARDS

#### **VINCENT COMMUNITY BOARD**

- Manorburn Recreation Reserve Committee
- Omakau Recreation Reserve Committee

### MANIOTOTO COMMUNITY BOARD

- Patearoa Recreation Reserve Committee
- Taieri Lake Recreation Reserve Committee

#### **TEVIOT VALLEY COMMUNITY BOARD**

• Teviot Valley Walkways Committee



# 23.5.12 LOCAL GOVERNMENT NEW ZEALAND CONFERENCE 2023 AND ANNUAL GENERAL MEETING

Doc ID: 624368

#### 1. Purpose of Report

To consider the Central Otago District Council's involvement in the 2023 Local Government New Zealand conference in Christchurch and to register delegates for the Annual General Meeting.

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#### Recommendations

That the Council

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

- B. Approves the Mayor and Councillor Alley to attend the 2023 Local Government New Zealand Conference in Christchurch.
- C. Approves the Mayor as the presiding delegate, and Councillor Alley as the alternate delegate for the Annual General Meeting.

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#### 2. Discussion

The 2023 Local Government New Zealand Conference (LGNZ) will be held in Christchurch on 26-28 July inclusive. This year the LGNZ Annual General Meeting (AGM) will be held on the morning before the conference on 26 July and will be in person.

The LGNZ Conference will an opportunity to hear from a range of speakers and include topics such as what the future of local government might look like.

Concerning registrations for the LGNZ Conference, the custom has been for the Mayor, Deputy Mayor, one other Councillor and Chief Executive Officer to attend the conference. However, this year the Deputy Mayor is unable to attend.

The Council qualifies for three official delegates to the conference and these must be identified on the registrations. Expressions of interest were called for and one was received from Councillor Alley. Partners are welcome to attend at their own additional expense.

For the AGM, Council has the opportunity to involve itself in the following ways:

- Submit a remit for the AGM.
- 2. Register attendees and advise on official delegations.
- Provide obituaries.

Council is also asked to appoint a presiding delegate and alternate delegate to represent Central Otago District Council at the AGM. It is proposed for the Mayor and Councillor Alley to fulfil those respective positions.

## 3. Attachments

Nil

Report author:

Tim Cadogan Mayor 12/05/2023



6 MAYOR'S REPORT

23.5.13 MAYOR'S REPORT

Doc ID: 655774

#### 1. Purpose

To consider an update from His Worship the Mayor.

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#### Recommendations

That the Council receives the report.

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The highlight for me since we last met was to get to drink a glass of fully compliant, low-lime water at our new Lake Dunstan Water Supply plant a few days after it went live. Even though the official opening is yet to occur, marking the flow of water out of the plant needed recognised. It has been a tortuous path for the scheme, which came into being through the 2018 Long Term Plan. A decade prior to that when I came on to the VCB, I became aware of the extreme desire of the people of Alexandra to have a water supply with a lot less lime in it, which is something that this plant will achieve. Alongside that, it is the first stage in the commitment council made also in 2018 to get all our plants fully compliant with the New Zealand Drinking Water Standard within ten years.

Lindavia, covid and post-pandemic supply chain dramas and inflation have caused the cost to be far greater than anticipated in 2018, but nothing can be done about that, and it shouldn't allow us to be distracted from what has been a significant achievement by staff and contractors. The completion of the largest single piece of infrastructure construction the council has undertaken is something to be celebrated.

Immediately following our last meeting, Councillors Alley, Feinerman and I attended the Zone 5 and 6 combined meeting in Queenstown. This was the first opportunity for local government leaders to come together following the government announcement splitting what was Entity D into a Canterbury/West Coast entity and an Otago/Southland entity. Some initial discussions were held by the zones separately about how to best progress with this decision by government and another meeting has followed to see if there are ways to start working together. I feel these discussions will be useful no matter what the election results come October as the National Party strongly favours regional council-controlled three waters organisations so any discussions that make a start on working more closely with our neighbours in this space seems a good investment of time. Having said that, nothing has come out of these meetings so far for me to report back to you.

I was privileged to attend Anzac Day in the Māniatoto and laid wreaths on behalf of the Council alongside Councillor Duncan and Board Chair Hazlett on a very crisp morning. There was a Dawn Service in Ranfurly followed by a Family Service at Waipiata. It is one of the great priviledges of this role to get to attend these commemorations across the distrct and to see how each community approaches them in their own unique way.

The fortnight following that I held 13 coffee and chats across the district. There was a good turnout of people with many and varied concerns. One of particular note was a caregiver with a disabled young man. I was told of the difficulty she has in finding appropriate facilities in Alexandra to assist him at times of need. Good fortune had it that there was a review of our Public Toilet policy at our previous council meeting so I was able to advise that all new toilets being built in the district would

be unisex. I was also later able to confirm that appropriate facilities would be available once the refurbishment of the Alexandra Public Library is completed. This story shows to me the value of the coffee and chats, because you just don't know what you don't know and getting out to hear from people directly is the best way to find out what affects people in our place.

I attended a meeting of the Alexandra Clyde and Districts Business Group on the 12th of May, a meeting called to discuss the topic "Is the Alexandra area being held back?" I took the view that it is not and provided evidence to counter any argument saying it was. For instance, 2022 Infometrics data shows a GDP growth of 7.5% in the Vincent Ward versus 6.3% across Central Otago and against 5.3% nationally. Similarly, Infometrics shows that employment growth in Vincent sat at 5.1% last year versus 2.4% across Central Otago and 3% nationally. Stats NZ data shows that between 2013 and 2022, the population of Alexandra grew 26.8%, twice that of Invercargill and Oamaru, three times that of Balclutha and 4 times that of Gore. These figures show a town not just going ahead but surging ahead and it remains utterly baffling to me why a small number of people who claim to be business leaders in the town continue to try to claim the opposite.

It has also been exciting to see the start of the roll-out of the green bins across the district. This upgrade to our bin service will put us on a par with anywhere in the country for service, will significantly reduce our waste to landfill and will in the long run save money to the ratepayer. It's a win-win-win situation and something the community should be proud of.

Not so happy on the waste front however is the announcement of the closure of Wastebusters Alexandra. This has been a great facility and will be missed by a lot of people. I have fielded several queries as to why council doesn't take the facility over but that would have to be something approached with caution, even if the timeframes involved allowed us to consider it. There is a space for council to consider being involved somehow in the coordination of some of the collection services Wastebusters ran but going beyond that would potentially involve significant expenditure.

My diary for the period since our last meeting reports as follows:

20-21 April 25 April 26 April	Zone 5+6 meeting, Queenstown Anzac Day Services Ranfurly and Waipiata COLAB business breakfast Alexandra Coffee and Chat Clyde
27 April	Coffee and Chat Alexandra Coffee and Chats Cromwell, Bannockburn and Tarras
28 April	Coffee and Chats Omakau, Becks, Naseby and Ranfurly
2 May	Attended inland Otago Mental Health hui in Frankton VCB meeting
4 May	Millers Flat coffee group
· may	TVCB meeting
5 May	Planted Coronation tree
8-10 May	Dare to Lead course, Christchurch
9 May	Attended Southern Lakes TRENZ networking function
11 May	Attended TRENZ
	Attended opening of new facilities at Peter Lyons Shearing
12 May	Alexandra Clyde Business Group Breakfast
	Met with MP Joseph Mooney
17 May	Entity J meeting
19 May	LGNZ National Council meeting
22 May	Met with Chair Omakau Hub project (with Chair VCB)
23 May	Major Projects Governance Group meeting
	Visited new Lake Dunstan Water Supply plant
	Alex Youth Trust AGM
24 May	Met with Chinese Consul General South Island

### 2. Attachments

Nil

Report author:

Tim Cadogan Mayor 24/05/2023



7 STATUS REPORTS

23.5.14 MAY 2023 GOVERNANCE REPORT

Doc ID: 654444

#### 1. Purpose

To report on items of general interest, receive minutes and updates from key organisations, consider Council's forward work programme, business plan and status report updates.

#### Recommendations

That the Council receives the report.

A.

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#### 2. Discussion

#### **Status Reports**

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

#### **CODC Business Plan Update**

An update of the Business Plan from October 2022 to March 2023 been attached for Councillors' information (see appendix 2).

Saskia Righarts

#### 3. Attachments

Appendix 1 - Council Status Report J.

Appendix 2 - CODC Business Plan Review - Oct - March J.

Report author: Reviewed and authorised by:

Wayne McEnteer

Governance Manager Group Manager - Business Support

19/05/2023 24/05/2023

Status Updates	Committee:	Council

Meeting	Report Title	Resolution No	Resolution		Officer	Status
25/10/2017	Council Owned Land, Pines Plantation Area North of Molyneux Park Netball Courts, Alexandra – Consider Sale/Developme nt by Joint Venture of Residential Land (PRO 61- 2079-00)	17.9.9	Recommendati  A. RESOLVE of signification of significatio	to the sale of part of Lot 25 DP 3194 and of 6 DP 300663, located south of the er corridor at the north end of Alexandra ent to the Central Otago Rail trail.  ED the Vincent Community Board's indation for sale of the land by way of a joint evelopment and sale of Lots, the minimum conditions including:  joint venture partner funding development no security registered over the land.  ncil receiving block value.  ncil receiving 50% of the net profit, with a mum guaranteed of \$500,000.  rity order of call on sales income:  Payment of GST on the relevant sale.  Payment of any commission and selling costs on the relevant sale.  Payment to the Developer of a fixed portion of the estimated Project Development Costs per lot as specified in the Initial Budget Estimate and as updated by the Development Costs Estimate breakdown.  Payment of all of the balance settlement monies to Council until it has received a sum equivalent to the agreed block value.	Property and Facilities Manager	O2 May 2023 Stage 3 settled, Stage 4 still under construction.  O6 Apr 2023 Stage 3 titles issued, moving into Stage 4 development.  14 Feb 2023 Still awaiting title. 224 issued for Stage 3 10 Jan 2023 No change.  30 Nov 2022 No change.  15 Sep 2022 No Change.  12 Aug 2022 Stage 3 Title are due March next year and Stage 4 are due for title June next year.  23 Jun 2022 No further update available.  May 2022 Stage 2 Titles received and settled. Work is on track for Stage 3.  April 2022 No update. Awaiting approval.  March 2022 Stage two 223c and 224c applications submitted. Awaiting approval.  February 2022 All 16 sections sold and settled in January 2022 in Stage 1, 15 out of 16 sections sold in Stage 2 and 12 sections sold, three under offer and four unsold in Stage 3.  January 2022 Titles have now issued for the 16 sections in Stage 1 with settlement for all sections on 20 January. Stage 2 224C Application has been applied for and titles are expected late January 2022. Stage 3 progress is on track. Current sales are as follows: Stage 1 - 16/16 lots under contract

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Fifth:	Payment of all of the balance settlement monies to Council until it has received an amount equivalent to the agreed minimum profit share to Council.	(settlement 20 January) Stage 2 - 15/16 lots under contract Stage 3 - 11/19 lots under contract. November 2021 224c has been issued for stage 1. Awaiting
Sixth:	Payment of all of the balance to the Developer for actual Project Costs incurred in accordance with this Agreement.	LINZ to issue Title. Stage 2 roading will be sealed week of 22nd November.  October 2021  Development work programme generally on track. Stage 1 is approximately 2 weeks
Seventh:	Payment of all of the balance amounts (being the Profit Share) to be divided 50 / 50 (after allowance for payment of the Minimum Profit to Council.	behind schedule due to COVID-19, although Stage 2 is ahead and Stage 3 is on schedule. As of September 2021, sales figures were Stage 1 – 16 sold; Stage 2 – 13 sold, 3 unsold; Stage 3 – 10 sold, 9 unsold
authority	to delegate to the Chief Executive the to select the preferred joint venture offer triate "without prejudice" a joint venture t.	or under offer.  September 2021  Construction work progressing, although slightly behind due to COVID-19 alert level restrictions.
E. <u>AGREED</u>	that the Chief Executive be authorised to ecessary to achieve a joint venture	March–July 2021 Work progressing according to contract. February 2021 3910 contract executed. Detailed update was emailed to the board separate to this Status Report. January 2021 Construction has commenced. Work programme to be fully finalised in coming weeks. December 2020 Lawyer is drafting variation to agreement for discussion with developer. November 2020 Due to one of the shareholders passing away in late June the developer AC/JV Holdings has been working on a succession plan which should be finalised in early November. The need to agree succession has meant recent delays to the development but Staff are in regular contact with the
		contractor to ensure that works begin as soon as possible., Once succession arrangements are confirmed it will enable

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	construction to progress and sections to be put on market as soon as possible. To further ensure this outcome a variation to the development agreement will be prepared which will confirm stages and tighten progress requirements.  September 2020  Work expected to start on site in October for Stage 1 and some sections will be
	marketed. Stage 1 completion scheduled for April 2021.  May – August 2020  Due to Covid 19, engineering design and construction start date delayed. As of May, engineering design mostly complete and
	work on site expected to start soon with a staged approach. Also awaiting outcome of Shovel Ready Projects application which may affect how this development progresses.  February 2020 The developer is working on engineering
	design for subdivision to be approved by Council. Work expected to start on site for subdivision in approximately 6 weeks.  January 2020 Subdivision consent granted 18 December 2019.
	November 2019 Subdivision consent was lodged on 22 November 2019. September – October 2019 The affected party consultation process with NZTA, Transpower and DOC for the application to connect Dunstan Road to the State Highway is almost complete. The developer is also close to finalising the
	subdivision plan to allow for the resource consent to be lodged.  July 2019  Subdivision consent expected to be lodged in August.  June 2019  Tree felling complete. Subdivision consent

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			expected to be lodged in July or August.
1			May 2019
			Tree felling commenced 20 May and is
			expected to take up to 6 weeks to complete.
			Subdivision scheme plan close to being
			finalised before resource consent
			application.
			April 2019
			Security fencing has been completed.
			Felling of trees expected to commence in
			the next month. Concept plan is in final
			draft. Next step is for the surveyor to apply
			for resource consent.
			March 2019
			Concept plan is in final draft. Next step is for
			the surveyor to convert to a scheme plan
			and apply for resource consent. The fencer
			is booked in for March.
			January 2019
			Development agreement was signed by AC
			& JV Holdings before Christmas.
			Subdivision plan now being developed for
			resource consent application and removal of
			trees expected to start mid to late January.
			October 2018
			The development agreement is with the
			developer's accountant for information.
			Execution imminent.
			September 2018
			The development agreement is under final
			review.
			August 2018
			Risk and Procurement Manager finalising
1			development agreement to allow
1			development to proceed.
			June 2018
			Preferred developer approved. All interested
			parties being advised week of 11 June.
			Agreement still being finalised to enable
			negotiation to proceed.
			March - April 2018
			Staff finalising the preferred terms of
			agreement.
			February 2018
<u> </u>			. ox. aa. j 2010

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					Requests received. Council staff have been finalising the preferred terms of agreement to get the best outcome prior to selecting a party, including understanding tax implications.  December 2017  Request for Proposals was advertised in major New Zealand newspapers at the end of November 2017 with proposals due by 22 December. Three complying proposals received.  November 2017  Council solicitor has provided first draft of RFI document for staff review.  November 2017  Action Memo sent to the Property Officer.
25/09/2019	Consideration of New Zealand Standard (NZS) 4404:2020 (Doc ID 422658)	19.8.10	Recommendations  A. RESOLVED that the report be received, and the level of significance accepted.  B. AGREED to adopt NZS 4404:2010 as Council's subdivision standard subject to the development of an updated addendum for local conditions.	Infrastructu re Manager	18 May 2023 No change. 11 Apr 2023 No change. 17 Feb 2023 No Change 10 Jan 2023 No change 01 Dec 2022 No change 28 Oct 2022 No change. 19 Sep 2022 No change. 08 Aug 2022 No change. 23 Jun 2022 No change. 19 May 2022 No change. March 2022 Due to work programme commitments this item has been deferred. Looking to

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18/12/2019	Business Case	19.11.8	That the Council:	Community	potentially add to the 2023 work schedule.  January 2021 – February 2022  No change.  December 2020  The status of this work will be reviewed in February 2021 and a further update provided then.  January 2020 - November 2020  No change.  December 2019  Workshops continuing for updating engineering standards. The Environmental Engineering team will be working with planning to ensure the design standards from the Cromwell masterplan are developed alongside the updated engineering standards.  November 2019  Drafting of an updated addendum is underway and expected to be included in report to Council in early 2020.  October 2019  Action memo sent to the Environmental Engineering Manager.  02 May 2023  This item will go into the discussions for the
	Stories Building		A. Receives the report and accepts the level of significance.      B. Agrees that once Council has made decisions on the i-SITE review and draft Museum Strategy, the business case to then go to Vincent Community Board for comment and report back to Council.	Engageme nt Manager	This item will go into the discussions for the 2024-34 Long-term Plan. MATTER CLOSED  03 Apr 2023 No change.  17 Feb 2023 No change.  11 Jan 2023 No change.  28 Nov 2022 No change. November 2021-October 2022 The community-led museum strategy is now completed and staff are undertaking an investment strategy for the museum sector. Outcomes from this work will influence how the business case for Central Stories will be progressed.

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					July-October 2021 In the next few months Council staff will be undertaking work on Council investment in the museum sector. This information will feed into future decision-making for the Central Stories building.  November 2020-June 2021 Allowing for the district museum strategy development process to occur before proceeding. The Central Stories project will not be included in the 2021 Long-term Plan consultation document.  September-October 2020  — Council/Vincent Community Board discussions are underway through the LTP workshop programme.  January-July 2020 Action memo sent to Community and Engagement Manager. Awaiting outcomes of the i-SITE review and museum strategy adoption before proceeding.
15/07/2020	Lease of Kyeburn Reserve -	20.5.4	Recommendations That the Council:	Asset Manageme nt Team	02 May 2023 No change. On hold. 27 Apr 2023
	Ratification		A. Receives the report and accepts the level of significance.	Leader - Property	No change. On hold.  27 Mar 2023  No change. On hold.
			B. <b>Agrees</b> to grant the Kyeburn Committee a lease pursuant to Section 61(2A) of the Reserves Act 1977,		21 Feb 2023 No change. On hold 06 Jan 2023 No change, on hold.
			on the following terms:  1. Permitted use: Community Hall		25 Nov 2022 The Kyeburn Hall Committee have now
			2. Term: 33 years		advised they don't want to become an Incorporated Society, they are looking to an
			3. Rights of Renewal: None		existing Incorporated Society in the area to see if the ground lease could be picked up by them. Awaiting for further information
			Land Description Sec 20 Blk V11     Maniototo SD		from the Kyeburn Hall Committee in the new year.
					28 Oct 2022 No change. On Hold.

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			5.	Area:	0.4837 hectares		14 Sep 2022
			6	Rent:	\$1.00 per annum		No Change. On Hold
			0.	if requested	ψ1.00 por armam		09 Aug 2022 No change on hold
				•			18 May 2022
			Subjec	t to the Kyeburn	Hall Committee		No change to the status of this item. Still on hold.
			1	Becoming an Ir	corporated Society		August 2021
				•			ON HOLD until meeting able to take place.
			2.	• .	ole for all outgoings, including		July 2021
					ricity, telephone, rubbishes, insurance and ground		Meeting request to the Committee for July 2021 was declined by the Committee citing workloads and health issues of committee members. The Committee will make contact when their schedule allows.
							June 2021
							May meeting was postponed until July 2021.
							February – April 2021
							Property and Facilities Officer - Ranfurly to meet Committee in May 2021 and discuss next steps.
							January 2021
							Waiting for confirmation of their status as an Incorporated Society before issuing the lease.
							September – December 2020
							Kyeburn Hall Committee to follow up
							progress on getting their status as an Incorporated Society, in response to email sent to them September 2020.
							August 2020
							Advised Kyeburn Hall Committee of Council's resolution and waiting for confirmation of their status as an Incorporated Society before issuing the
							lease.
							July 2020
							Action memo sent to Property and Facilities Officer – Maniototo.
24/03/2021	District Plan	21.2.10	That the Co	uncil		Principal	18 May 2023
	Review					Policy	Plan Change 19 Hearings have

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Programme	A. Receives the report and accepts the level of significance.	
Programme	A. Receives the report and accepts the level of significance.  B. Approve the District Plan review programme as outlined in Appendix 1  Appendix 1	Section 42A for PC 18 being drafted; PC 19 hearings scheduled; PC 20 being finalised 22 Feb 2023 Further submissions on PC 19 closed - hearings scheduled to start end of April; PC 20 (Heritage) publicly notified and submissions closing 10th March; meeting with Waka Kotahi 23 February to discuss Cromwell Industrial extension (PC 18)  11 Jan 2023 Summary of submissions for Plan Change 19 notified. Submissions closed 19 December 2022. Still awaiting Waka Kotahi; Plan Change 20 being finalised for notification. Plan Change 22 - Dark Sky - engaging with Aukaha.  01 Dec 2022 No change.  28 Oct 2022 Plan Change 18 traffic report received and forwarded to Waka Kotahi – meeting to discuss; Plan Change 19 summary of submissions being finalised for notification; Plan Change 20 heritage precincts to bring in Heritage Guidelines going to Council November; ePlan being finalised for release.  16 Sep 2022 Submissions have closed on Plan Change 19 and are in the process of being summarised (170 submissions received), A traffic report on Plan Change 18 (Industrial) has been commissioned to address Waka Kotahi's submission., Plan Change 20 (Heritage Precincts update in light of PC19) is being drafted and heritage guidelines.
		has been commissioned to address Waka Kotahi's submission., Plan Change 20 (Heritage Precincts update in light of PC19) is being drafted and heritage guidelines.
		15 Aug 2022 Draft residential chapter was publicly notified for its first round of submissions on 9th July 2022 and the public have been invited to lodge submissions. This round of submissions closes 2nd September 2022.

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	Residential Chapter Review was approved by Council for notification. This will be notified on 9th July 2022.  20 May 2022 Work is progressing.  06 Apr 2022 Notification of Summary of Submissions on Industrial Plan Change has closed and work will begin on evaluating submissions in preparation for drafting of Section 42A report; work on the new residential chapter (including medium density and heritage design guidelines) is being finalised for release to Schedule 1 parties; dark sky provisions being finalised; necessary changes to the Heritage Precinct chapter of the District Plan to bring in the heritage guidelines is being drafted; project plan for Teviot Valley Spatial Plan is currently being drafted; ePlan currently being tested with a view to release as the official version of the operative District Plan  24 Feb 2022 Summary of submissions on Industrial Plan Change notified. Residential chapter review and mapping continuing. Work on Dark Sky plan change ongoing.  11 Jan 2022 Submissions on plan change closed on 18th December. Nine submissions were received. Residential chapter review and draft chapter workshop with Councillors at December Council workshop. Community
	11 Jan 2022 Submissions on plan change closed on 18th December. Nine submissions were received. Residential chapter review and draft chapter workshop with Councillors at
	workshopped with Council in December; decision on Plan Change 17 (GIS Mapping) made by Council and to be advertised;

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1/06/2021	Submissions on	21.4.3		Parks and	ePlan mapping being worked on with Isovist who have completed the text.  18 Oct 2021 Residential chapter being drafted; ePlan mapping underway; Industrial Zone changes to be notified.  08 Sep 2021 Issues and Options for review of Residential Chapter drafted; submissions on GIS mapping plan change closed - 3 in support so no hearing required; ePlan testing complete with mapping being updated and incorporated; engagement with affected landowners is upcoming as part of Industrial Chapter Review.  28 Jul 2021 RFP for Residential Chapter Review released and contract awarded - initial workshop with stakeholders completed and review underway; GIS mapping plan change notified; ePlan contract awarded and operative District Plan in ePlan and being tested by planners; Industrial zone plan change for Cromwell (reflecting Cromwell Spatial Plan) being finalised; Industrial Chapter Review underway  16 Jun 2021 Expert noise and transportation reports to support the Industrial Chapter review have been commissioned. RFP for the Residential section of the Plan closes 18 June.  21 Apr 2021 Review of Industrial Chapter underway; RFP for Residential section review being drafted; GIS mapping project progressing; e-Plan contract approved  30 Mar 2021 Action memo sent to report writer.
	the 2021-31 Long-term Plan Consultation		J. Agrees to the recommendation from the Vincent Community Board on the draft 2021-31 Long-term Plan that staff are requested to investigate a	Recreation Manager	No change.  03 Apr 2023 No change.

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Document	request for an extension of the junior playground at Pioneer Park and provide a report for consideration in a future annual or long-term plan.	No change.  11 Jan 2023 No further update until play policy is prepared.  29 Nov 2022 No further update until play policy is prepared.  27 Oct 2022 No further updates untill playground policy is prepared whihe is expected in 2023.  15 Sep 2022 This will be considered as part of Councils playground policy development.  12 Aug 2022 No further update available.  20 Jun 2022 No further update available.  19 May 2022 No further update as no changes at this time.  05 Apr 2022 No further update as no changes at this time.  09 Feb 2022 No further update.  11 Jan 2022 No further update.  11 Jan 2022 No further update.  11 Nov 2021 No further update at this stage.  18 Oct 2021 Investigation of request for extension of junior playground at Pioneer Park and report for consideration on hold until closer to a future annual or long-term plan. ON HOLD.  08 Sep 2021 No further progress.  28 Jul 2021 Preparatory work that will support further investigation and underpin a report for consideration is being undertaken. Funding to be considered for 2022-2023 Annual
		to be considered for 2022-2023 Annual

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					Plan.  11 Jun 2021  Action memo sent to Parks and Recreation Manager. Memo sent to Executive Manager Corporate Services and Chief Advisor for information. For action following final adoption of the Long-term Plan on 30 June 2021.
1/06/2021	Submissions on the 2021-31 Long-term Plan Consultation Document	21.4.3	K. Agrees to the recommendation from the Vincent Community Board on the draft 2021-31 Long-term Plan that staff provide a report regarding a request Ice Inline for future consideration.	Parks and Recreation Manager	Submissions have closed on the Annual plan and these will be reviewed by Council.  03 Apr 2023 No change. 17 Feb 2023 No change. 11 Jan 2023 No further updates. 29 Nov 2022 No further updates - waiting until Annual Plan process begins. 15 Sep 2022 No further update available. 10 Aug 2022 No further update available 20 Jun 2022 The Vincent Community Board have agreed to consult on this request during the next Annual Plan. 05 Apr 2022 No information has been received from Ice in Line to provide and update on. 09 Feb 2022 No Further update 11 Jan 2022 No Further update 11 Inov 2021 No further update at this stage. 18 Oct 2021 No further progress on requested report

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4/00/0004	Cuhminsissa	24.4.2		Dron-sta	considering IceInLine's Long-Term Plan (LTP) submission.  08 Sep 2021 No further progress.  28 Jul 2021 Background data for report being collated.  11 Jun 2021 Action memo sent to Parks and Recreation Manager. Memo sent to Executive Manager Corporate Services and Chief Advisor for information. For action following final adoption of the Long-term Plan on 30 June 2021.
1/06/2021	Submissions on the 2021-31 Long-term Plan Consultation Document	21.4.3	E. Agrees to the recommendation from the Cromwell Community Board on the draft 2021-31 Long-term Plan that staff are requested to investigate the request for a toilet from the Cromwell Bike park further and provide a report for consideration in a future annual or long-term plan.	Property and Facilities Manager	Procurement for toilet supply and services commenced.  06 Apr 2023 Project planning is still in progress.  21 Feb 2023 Project planning is in progress.  21 Dec 2022 Better off funding has been approved. Project planning has commenced.  29 Nov 2022 Still waiting on results of Better Off Funding.  28 Oct 2022 No Change  14 Sep 2022 P & FO Cromwell has put together details for Better Off Funding being considered. A report will also be prepared and scheduled for Council if funding is still required.  12 Aug 2022 Report being prepared and scheduled for Council meeting November 2022  14 Jul 2022 Report being prepared and scheduled for Council meeting November 2022  08 Jun 2022 Report to Council being prepared for next financial year  17 May 2022

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	A report is being prepared for Council to consider funding the project from the AP 23/24. The report will be presented on 28/9/2022
	05 Apr 2022 The survey from the Club has been completed. Staff are preparing a report for Council for the September 2022 meeting requesting funding in the 2023/24 AP
	21 Feb 2022 Survey received by P & FO Cromwell - information being assessed to enable report to be prepared to CCB
	O9 Feb 2022 Property Office awaiting survey results to determine toilet requirements. Results due end of February 2022.
	O7 Jan 2022 The Bike Park committee are currently carrying out a survey (through survey monkey) to determine usage of the bike park - to end of Feb 22.
	11 Nov 2021 Committee are doing a survey of usage over the summer months to enable Council to determine type of toilet required., A reminder has been sent 11/11/2021 to ensure this is carried out and reported back to Council.
	08 Sep 2021 Cromwell Bike Park committee to undertake a usage study of the toilet facilities at the site in summer to reflect peak usage.
	D6 Jul 2021  Email sent to Cromwell Bike Park committee to request an extensive survey of usage be carried out to determine what toilet facility may be required in the future.
	11 Jun 2021 Action memo sent to Property and Facilities Officer Cromwell. Memo sent to Executive Manager Corporate Services and Chief Advisor for information. For action following

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					final adoption of the Long-term Plan on 30 June 2021.
1/06/2021	Submissions on the 2021-31 Long-term Plan Consultation Document	21.4.3	N. Agrees to the recommendation from the Vincent Community Board on the draft 2021-31 Long-term Plan to proceed with the preferred option in the consultation document for the Omakau Hub.	Property and Facilities Manager	Punding options being explored.  Of Apr 2023  The Manuherikia Valley's Charitable Trust has been formed and are working on final details of the concept design. A report to the VCB and Council will be provided in due course to approve these plans.  17 Feb 2023  No change.  11 Jan 2023  No change.  28 Nov 2022  No change.  09 Sep 2021  No further update until July 2023, when funds are due to be released.  29 Jul 2021  A community collective is progressing the hub project. Financial input from Council is programmed for year three of the 2021-24 of the Long-term Plan.  11 Jun 2021  Action memo sent to Communication and Engagement Manager. Memo sent to Executive Manager Corporate Services and Chief Advisor for information. For action following final adoption of the Long-term Plan on 30 June 2021.
1/06/2021	Submissions on the 2021-31 Long-term Plan Consultation Document	21.4.3	L. Agrees to the recommendation from the Vincent Community Board on the draft 2021-31 Long-term Plan that staff convene a meeting of Central Otago District Council, Central Otago Hockey Association, Central Lakes Trust and Molyneux Turf Incorporated to discuss a way forward on the proposed multi-use turf and facilities at Molyneux Park.	Parks and Recreation Manager	19 May 2023 No further update until play policy is prepared. 03 Apr 2023 No change. 17 Feb 2023 No change. 11 Jan 2023 No further updates. 29 Nov 2022

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		No further updates
		27 Oct 2022
		No further updates have been provided by
		the Turf trust.
		15 Sep 2022
		No further update available
		10 Aug 2022
		No further update available
		21 Jun 2022  Molyneux Turf Incorporated (MTI) have
		successfully employed an independent
		consultant Chris Wright, who has extensive
		experience in sports turf development
		including the \$4 million dual-fields at Logan
		Park (Dunedin), Kings High School turf
		(Dunedin, and further projects in
		Christchurch, Wellington, Hawkes Bay and
		Nelson. , The consultant completed the first
		stage of the feasibility report in November
		2021, and MTI has extended the study to
		explore another location additional to
		Molyneux Park as a further option for
		consideration.
		19 May 2022
		No further update at this time as no changes
		to this item.
		05 Apr 2022
		No information has been received from the Hockey Assn to provide and update on.
		09 Feb 2022
		No further update available.
		11 Jan 2022
		No Further update.
		11 Nov 2021
		No further update at this stage.
		18 Oct 2021
		Additional information not yet received from
		MTI, and unable to progress until then. ON
		HOLD.
		08 Sep 2021
		Additional information not yet received from
		MTI.
 1		[ 100.10

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					28 Jul 2021  Meeting convened on 5 July 2021.  Molyneux Turf Incorporated (MTI) preparing additional information.  11 Jun 2021  Action memo sent to Parks and Recreation Manager. Memo sent to Executive Manager Corporate Services and Chief Advisor for information. For action following final adoption of the Long-term Plan on 30 June 2021.
11/08/2021	Cromwell Aerodrome - Refueling Facility	21.6.6	<ul> <li>That the Council</li> <li>A. Receives the report and accepts the level of significance.</li> <li>B. Agrees in principle to approve the issuing of a licence to occupy to RD Petroleum for refuelling facility at Cromwell Aerodrome comprising two 10,000 litre tanks for avgas and Jet A1 fuel.</li> <li>C. Authorises the CEO to confirm approval of final location and design of refuelling facility to include safe and secure access for all potential users.</li> <li>D. Authorises the CEO to approve acceptable terms and conditions for the Licence to Occupy similar to the Licence for the refuelling facility at Alexandra Airport and do all that is necessary to give effect to the resolutions.</li> </ul>	Property Officer	19 May 2023 Licence to Occupy now fully executed and excavation commenced on site. 06 Apr 2023 Revised LTO sent to RD Petroleum for signing. 20 Feb 2023 Council's solicitor reviewing Licence to Occupy. Resource Consent for fuel tanks approved. 20 Dec 2022 Draft licence to occupy submitted to council staff for feedback. 25 Nov 2022 RC for fuel tanks submitted by RM Petroleum. 28 Oct 2022 Drafting licence to occupy. 15 Sep 2022 Location plan approved. 12 Aug 2022 RD Petroleum investigating power options after some issues. Updated location plan currently being reviewed. 21 Jun 2022 No further update available. 19 May 2022 Layout reviewed and accepted. Lease document requested from RD Petroleum and information regarding power connection for Council.

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					No change at this time.  22 Feb 2022  Staff reviewing proposed layout of the fuel facility provided by RD Petroleum.  10 Jan 2022  No change to status.  11 Nov 2021  11/11/2021 Council Property staff met representative from RD Petroleum on site at Cromwell Aerodrome at end of September to discuss position of fuel facility. RD Petroleum confirmed they would create two separate access ways for truck to use for filling and maintenance and for other users vehicles. They will now proceed with further design and provide plans to Council in the New Year.  18 Oct 2021  Site meeting was held with applicant to discuss fuel tank location. Applicant will provide full proposal to inform drafting of LTO.  08 Sep 2021  Applicant informed of decision. Site meeting upcoming to finalise fuel tank position.  Licence to Occupy (LTO) being drafted.
22/09/2021	Plan Change 18 Cromwell Industrial Resource Area Extension	21.7.12	<ul> <li>That the Council</li> <li>A. Receives the report and accepts the level of significance.</li> <li>B. Recommends that Plan Change 18 be notified and processed in accordance with the First Schedule to the Resource Management Act 1991.</li> </ul>	Principal Policy Planner	Action Memo sent to report writer.  18 May 2023 Section 42a is being prepared for the Hearing.  11 Apr 2023 Meeting with Waka Kotahi held - Section 42A being prepared  22 Feb 2023 Meeting 23 February with Waka Kotahi to discuss Traffic modelling report prepared for Council by Ableys; section 42A to be prepared following meeting  11 Jan 2023 No change. Still waiting on Waka Kotahi.

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3/11/2021	Proposal to Revoke Part of	21.8.5	That the Council	Parks and Recreation	No change. Waiting on Waka Kotahi.  28 Oct 2022  Traffic report received and forwarded to Waka Kotahi for discussion.  16 Sep 2022  Awaiting second Technical Report from Abley.  15 Aug 2022  No further update at this time.  20 Jun 2022  Meeting with traffic engineers and Waka Kotahi regarding intersection upgrades to occur.  20 May 2022  Have commissioned technical reports and are awaiting their outcome.  06 Apr 2022  Summary of submissions has closed and work will begin on evaluating the submissions and preparing the section 42A planners report  24 Feb 2022  Summary of submissions notified  11 Jan 2022  Plan change notified October and submissions closed in December 2021.  15 Nov 2021  Plan Change notified 28 October, submissions close December 9.  18 Oct 2021  Plan Change prepared.  27 Sep 2021  Action memo sent to the Principal Policy Planner  02 May 2023  DOC processing the revocation.
	the Greenway Reserve off Waenga Drive, Cromwell		Receives the report and accepts the level of significance.      Agrees with the Hearings Panel recommendation to the revocation of the Local Purpose (Amenity) Reserve classification from the specified 619m2	Manager	OC processing the revocation.  03 Apr 2023  Application to revoke reserve status siting with DOC for Ministerial approval.  17 Feb 2023

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			(subject to survey) area from Lot 201 DP 359519.		No further updates at this time.
			C. Agrees to notify the Minister of Conservation in writing of the resolution and request the revocation be approved and notified by <i>Gazette</i> notice.		11 Jan 2023 No further updates at this time. 29 Nov 2022 Property Officer working with DOC on reserve revocation process. 27 Oct 2022 No further updates at this time. 15 Aug 2022 Consultation with Iwi underway. 20 Jul 2022 Consultation with Iwi about to begin. 09 Jun 2022 Awaiting advice from Department of Conservation. 05 Apr 2022 The revocation process is being prepared by Council property team. 15 Feb 2022 Application being processed by council's Planning team. 11 Jan 2022 Application reviewed seeking Resource Consent. 11 Nov 2021 Applicant has asked to hold off writing to the Minister of Conservation until they have secured a Resource Consent for the proposal. 09 Nov 2021 Action memo sent to report writer.
3/11/2021	Plan Change 17 - GIS Mapping	21.8.6	Receives the report and accepts the level of significance.      Approves Plan Change 17 without modification in accordance with Clause 10 (1) of the First Schedule to the Resource Management Act 1991.      Directs that the decision to approve Plan Change	Principal Policy Planner	18 May 2023 Plan Change has been completed. MATTER CLOSED 11 Apr 2023 No Change 22 Feb 2023 No Change 11 Jan 2023
			17 be publicly notified, and the Central Otago District Plan be amended.		No Change. Working through GIS issues.  01 Dec 2022

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26/01/2022	Alexandra Airport Masterplan	22.1.3	That the Council  B. Adopts the proposed Alexandra Airport Masterplan.  C. That a business and financial strategy be developed to support the implementation of the Airport Masterplan.	Property Officer	No change to status 28 Oct 2022 No change to status. 16 Sep 2022 No change to status 15 Aug 2022 Awaiting finalisation of e-plan. In progress 20 Jun 2022 Awaiting finalisation of e-plan. In progress. 20 May 2022 Work on this is still in progress. 06 Apr 2022 Awaiting ePlan map testing - currently underway 24 Feb 2022 No further update. 11 Jan 2022 No further update at this stage. 09 Nov 2021 Action memo sent to report writer. 19 May 2023 No further update. 06 Apr 2023 Due to drop off in interested parties more clarity required on demand for new hangar sites. Financial strategy will be reviewed as part of the LTP 2024-34 process. 20 Feb 2023 Investigations still in progress for infrastructure. 20 Dec 2022 Investigations in progress for options for infrastructure required for new hangar site development. 25 Nov 2022 Draft concept plan prepared. Meeting planned in New Year to update stakeholders and seek feedback. 28 Oct 2022
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26/01/2022	CouncilMARK programme	22.1.9	That the Council  A. Receives the report and accepts the level of significance.  B. Notes the Mayor's report containing the feedback received from a selection of mayors on their involvement in the programme.  C. Notes the November 2021 advice from staff	Group Manager - Business Support	No change. Plans still in progress.  15 Sep 2022  Business plan and concept plans for new hangar precinct are in progress  12 Aug 2022  No change  20 Jun 2022  Business plan and concept plans for new hangar precinct are in progress  19 May 2022  Masterplan included in Vincent Spatial Plan press release to inform puiblic it has been adopted and is available on CODC website.  Work progresses on planning for next stage of development and business plan.  05 Apr 2022  The Masterplan has been added to the CODC website.  22 Feb 2022  Copy of adopted Masterplan will be uploaded to Council's website. Business and financial strategy planning has begun for the new hangar precinct budgeted in Year 2 of the LTP 2021-31.  03 Feb 2022  Action memo sent to report writer.  04 Apr 2023  In light of the changes to CouncilMARK process that are proposed from LGNZ, another report will be delayed until the second half of the year when the changes are completed. ON HOLD.  22 Feb 2023  Report due at the April Council meeting
			remains unchanged regarding timing of participation in CouncilMARK insofar as it relates to the demand the wider reform programme is placing on the organisation.		once councillors have heard from LGNZ.  11 Jan 2023  Still on track to provide a report to Council in the early part of 2023.
			D. Directs the Chief Executive Officer to have a discussion on participation in this programme with the 2022-25 Council at the first meeting of 2023.		29 Nov 2022 A report will be submitted to a council meeting early 2023. 28 Oct 2022

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			with Crs Alley, Calvert, Claridge and Paterson voting against		No change to date.  23 Feb 2022 The CEO will engage with the 2022/2025 Council early in their term as per the agreed resolution. On hold until January 2023.  03 Feb 2022 Action memo sent to report writer.
14/12/2022	Private Plan Change 21 - Fulton Hogan, Parkburn	22.10.2	Receives the report and accepts the level of significance.  B. Agrees to accept and process the request as a private plan change and proceed to notify the request, under clause 26 of the First Schedule to the Resource Management Act 1991.	Principal Policy Planner	18 May 2023 Submissions closed. Summary is completed for the submissions to be notified. 11 Apr 2023 Plan Change notified and submission closed 22 Feb 2023 Notification 2nd March 11 Jan 2023 Plan Change documents are being prepared for public notification. 16 Dec 2022 Action memo sent to staff.
14/12/2022	Plan Change 22 - Dark Sky	22.10.3	Receives the report and accepts the level of significance.  B. Notes that the plan change will come back to Council after consultation with Aukaha.	Principal Policy Planner	18 May 2023 Report for approval to notify will be considered at the 31 May meeting. MATTER CLOSED 11 Apr 2023 Awaiting cultural context from Aukaha to enable plan change to be finalised 22 Feb 2023 Met with Aukaha 15th February in Dunedin; Aukaha to provide cultural context input to plan change by end of March 11 Jan 2023 Plan Change 22 - Dark Sky - engaging with Aukaha. 16 Dec 2022 Action memo sent to staff.
9/03/2022	William Fraser Office Renovation Project (Stage Six)	22.2.9	Receives the report and accepts the level of significance.      Approves additional funding of \$177,000 towards the William Fraser Office Renovation Project (stage six) to upgrade the main bathroom facilities. This	Property Officer	19 May 2023 Construction started 17 April with expected completion date by the end of June. 06 Apr 2023 Construction Contract signed and start date confirmed for 17 April 2023.

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1/06/2022	Plan Change 40	22.4.4	additional funding is to be drawn from District Reserves.	Principal	Contract negotiations continues. Start date to be confirmed.  21 Dec 2022 Contract review almost finished. Start date of works to be confirmed.  28 Nov 2022 Draft contract received and under review. Start date of works to be confirmed.  28 Oct 2022 The contract is awarded to Breen Construction. Start date of works to be confirmed.  15 Sep 2022 Tender underway, closes 10 October.  11 Aug 2022 Structural engineers final plans received. Tender to be loaded onto the Government Electronic Tender Service web site on 19 November.  20 Jun 2022 The designer has completed their work. Awaiting structural engineers final plans.  19 May 2022 Designer working with structural engineer to finalise plans.  06 Apr 2022 Designer progressing plans to building consent/tender stage.  15 Mar 2022 Action memo sent to report writer and to Finance.
1/06/2022	Plan Change 19 - Residential Chapter Review and Re-Zoning	22.4.4	Receives the report and accepts the level of significance.      Directs that Plan Change 19 be notified in accordance with Clause 5 of the first Schedule to the Resource Management Act 1991.      Approves the release of the draft Medium Density	Principal Policy Planner	18 May 2023 Hearings have commenced.  11 Apr 2023 Section 42A prepared and circulated; Hearing Scheduled 22 Feb 2023 Submissions being evaluated, section 42A recommendation report being prepared & hearing scheduling starting; Hearings to start 26th April 2023

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6/07/2022	Museum Investment Strategy	22.5.11	That the Council  A. Receives the report and accepts the level of significance.  B. Notes discussions held to date on the Museum Investment Strategy.  C. Agrees to progress the work on investigating a model for the districtisation of museum funding.  D. Approves financial modelling be carried out on the operational and capital funding impacts of a district	Senior Strategy Advisor	11 Jan 2023 Summary of submissions for Plan Change 19 notified. Submissions closed 19 December 2022.  01 Dec 2022 No Change. 28 Oct 2022 Summary of submissions being finalised for notification 16 Sep 2022 Submission closed and summary being prepared (170 submission received) 15 Aug 2022 Plan Change 19 was publicly notified for its first round of submissions on 9th July 2022 and the public have been invited to lodge submissions. This round of submissions closes 2nd September 2022. 28 Jun 2022 Scheduled to be notified on 9 July 2022. 08 Jun 2022 Action memo sent to the Principal Policy Planner.  18 May 2023 Item on June Council agenda. 11 Apr 2023 Progress update will be provided in an April workshop. Engagement with museum network to follow. 17 Feb 2023 Item on March meeting agenda. 10 Jan 2023 Staff are working on options and will provide a report to the March meeting.
			B. Notes discussions held to date on the Museum Investment Strategy.     C. Agrees to progress the work on investigating a model for the districtisation of museum funding.     D. Approves financial modelling be carried out on the		Progress update will be provided in an April workshop. Engagement with museum network to follow.  17 Feb 2023 Item on March meeting agenda.  10 Jan 2023

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					Financial data has been provided to the consultant, Rationale, and modelling is underway.  12 Aug 2022  Consultants have been engaged for this work. Data collation has begun.  08 Jul 2022  Action memo sent to the Senior Strategy Advisor.
6/07/2022	Alexandra Library Renovation Project	22.5.9	<ul> <li>That the Council</li> <li>A. Receives the report and accepts the level of significance.</li> <li>B. Approves the Alexandra Library Renovation Project concept plan.</li> <li>C. Approves the Chief Executive Officer to progress the concept plan through the detailed design, construction partner, and construction quotes project phases while awaiting the outcome of the Three Waters Better Off Support Package application.</li> <li>D. Agrees that if this project is not approved by Council as being included the Three Waters Better Off Support Package, the Chief Executive Officer is to progress with a cosmetic upgrade budgeted for.</li> </ul>	Project Manager - Organisatio nal	Detailed design in final stages of review.  17 Feb 2023 Project team reviewed detailed design. Feedback sent to architects. Public update made with copy of this update given to the Elected Members via In The Loop.  21 Dec 2022 Construction partner and building control review completed. Project team carrying out their final review of plans.  28 Nov 2022 Construction partner and building control reviewing detailed design.  28 Oct 2022 The detailed design is under review. The tender for the construction partner is awarded to Stewart Construction.  15 Sep 2022 Architect progressing well on detailed design. Project is approved to be included in Tranche 1 of the Better off Funding application. Tender for construction partner underway, closes 29 September.  11 Aug 2022 The architect has been given the go ahead with detailed design. Application to the Better Off Funding is being progressed. Procurement plan for construction partner in draft.  08 Jul 2022 Action memo sent to the Property and Facilities Officer - Vincent and Teviot Valley

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		Ī		T	and to Finance.
24/08/2022	Housing Policy: Encouraging use of different housing typologies in developments on Council land.	22.6.8	<ul> <li>That the Council</li> <li>A. Receives the report and accepts the level of significance.</li> <li>B. Approves the policy that council led developments should consider including provision for different housing typologies using the urban design innovation model, subject to market conditions.</li> <li>C. Directs the Chief Executive Officer to hold off any further work on the outstanding action to 'work with sector partners in the region to build a full picture of the housing model for Central Otago and look for opportunities to collaborate to achieve better housing outcomes for the district'.</li> <li>D. Directs the Chief Executive Officer provide the Council with advice on preferential purchasing options for smaller foot-print properties as described in the Provision for Different Housing Typologies in Development on Council Owned Land policy.</li> </ul>	Group Manager - Business Support	18 May 2023 No change to date. 11 Apr 2023 No change. 22 Feb 2023 No change at this time. 11 Jan 2023 No change regarding staff resourcing. 29 Nov 2022 Staff resourcing is yet to be confirmed. 28 Oct 2022 No change to date. 16 Sep 2022 Work will start on this project when staff resourcing is confirmed. ON HOLD 29 Aug 2022 Action memo sent to Officer.
28/09/2022	Proposal to grant lease over Part of Alexandra Aerodrome Reserve	22.7.2	That the Council  A. Receives the report and accepts the level of significance.  B. Approves a new lease to the Clyde Pony Club over approximately 37 hectares of the Alexandra Aerodrome Reserve land, on the following terms and conditions:  Commencement Date 01 October 2022 Term Three (3)  Years Rights of Renewal Two (2) rights of renewal of Three (3) years each Final Expiry Date 30  September 2031 Rental 2.5% of tenant's	Statutory Property Officer	Pony Club have emailed and agreed to the lease, progressing with the documentation.  20 Feb 2023 Have followed up with the Pony Club, awaiting a response.  23 Dec 2022 Still waiting on the lease to come back from the Pony Club  29 Nov 2022 Pony Club expected to return by end of month.  28 Oct 2022 Lease has been drafted and with the Pony Club.  13 Oct 2022 Action memo sent to report writer.

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			subscription income less affiliation fees in accordance with the Councils Leasing and Licensing Policy Cancellation Clause 6 month cancellation clause to be included in the Lease in accordance with the Airport Securities Act 1966  C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.		
9/11/2022	Proposed Plan Change 20 - Heritage	22.9.2	Receives the report and accepts the level of significance.  B. Directs that Plan Change 20 be notified in accordance with Clause 5 of the first Schedule to the Resource Management Act 1991 subject to amendments.  C. Approves the release of the draft Heritage Guidelines for public consultation.	Principal Policy Planner	18 May 2023 Submissions closed. Summary is completed for the submissions to be notified.  11 Apr 2023 Summary of Submissions being prepared 22 Feb 2023 Plan Change 20 publicly notified - submissions close 10th March 11 Jan 2023 Plan Change 20 being finalised for notification.  01 Dec 2022 Engaged with Aukaha and Heritage NZ on draft guidelines preparing for lease.  15 Nov 2022 Action memo sent to officer.
25/01/2023	Roading Bylaw Update	23.1.5	Receives the report and accepts the level of significance.      Notes the proposed addition of restrictions relating to parking of vehicles on footpaths and cycle paths.      Notes the proposed amendments to the Roading Bylaw parking infringement fees.	Infrastructu re Manager	18 May 2023 A report on the bylaw is coming to the 31 May meeting for consideration. MATTER CLOSED 11 Apr 2023 Report to be presented at the next meeting. 17 Feb 2023 Currently out for consultation. Feedback closes 27 February 2023

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			D. Approves the proposed updates to the Roading Bylaw and Statement of Proposal for public consultation.		27 Jan 2023 Action memo sent to staff.
8/03/2023	Otago Museum's Draft Annual Plan 2023-2024	23.2.3	<ul> <li>That the Council</li> <li>A. Receives the report and accepts the level of significance.</li> <li>B. Considers the request to fund a proposed levy increase of seven percent in 2023/24 for the Otago Museum (an additional \$2,249, which will increase the payment from \$32,132 to \$34,381).</li> <li>C. Notes that the existing budget allows for two percent increase of \$642.</li> <li>D. Agrees to fund the additional five percent increase in the levy of \$1,607 from general reserves.</li> </ul>	Community Developme nt Advisor	02 May 2023  No further action required until new financial year.  31 Mar 2023  Council resolution noted and will be actioned in the new financial year.  13 Mar 2023  Action memo sent to staff.
8/03/2023	Wilding Conifer Control Policy	23.2.8	Receives the report and accepts the level of significance.      Resolves that the staged removal of wilding conifers within individual identified sites is not permitted on Council owned or managed land.      Agrees to amend the Council Wilding Conifer Control Policy as required to reflect the Council's decision.	Parks and Recreation Manager	02 May 2023 Policy has been updated. MATTER CLOSED. 03 Apr 2023 Policy update will be presented at May meeting of Council for consideration. 13 Mar 2023 Action memo sent to staff.
19/04/2023	Process for the Appointment of an Audit and Risk Chair	23.4.10	Receives the report and accepts the level of significance.      Agrees to seek applications for the independent chair of the Audit and Risk Committee.      Appoints His Worship the Mayor and Cr Paterson as a member of the Audit and Risk Committee to the appointment panel, along with the Group Manager – Business Support, as the Acting Chief	Governanc e Manager	12 May 2023 The group has been formed and will work through the process of appointing a new Audit and Risk Chair. MATTER CLOSED 01 May 2023 Action memo sent to staff.

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			Executive's appointment.		
			Agrees that the appointment panel will recommend a preferred candidate to Council for final approval.		
19/04/2023	Update to the Register of Delegations	23.4.11	That the Council     A. Receives the report and accepts the level of significance.     B. Notes the proposed changes to the Register of Delegations with the inclusion of names of appointees as appropriate.     C. Adopts the updated Register of Delegations, to come into effect on 20 April 2023.	Governanc e Manager	12 May 2023 The Delegations Register has been updated accordingly and the new version has been placed on the website. MATTER CLOSED 01 May 2023 Action memo sent to staff.
19/04/2023	Ratification of Resolution 23.2.4 (proposal to dispose of land to Waka Kotahi New Zealand Transport Agency).	23.4.3	That the Council  A. Receives the report and accepts the level of significance.  B. Agrees to ratify Resolution 22.4.4 of the Cromwell Community Board, to:  Uphold the Community Board resolution of 21 June 2022 to dispose of approximately 1,740 square metres of Record of Title OT13B/860 to Waka Kotahi New Zealand Transport Agency for \$118,000 (One Hundred and Eighteen Thousand Dollars) plus GST (if any).  C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.	Infrastructu re Manager	18 May 2023  No change was needed as a result of this report. MATTER CLOSED  01 May 2023  Action memo sent to staff.
19/04/2023	Request for additional maintenance funding to maximise Waka Kotahi subsidy	23.4.4	That the Council     A. Receives the report and accepts the level of significance.     B. Approves increasing the 2022/23 subsidised roading maintenance budget by an additional \$512,674, recognising council's contribution will be	Roading Asset Manager	18 May 2023 Additional funding has been agreed. MATTER CLOSED 01 May 2023 Action memo sent to staff.

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			\$251,210.  C. Resolves to request staff to investigate the make up of the General reserves account to ensure transfers are occurring as per expectations and report back to the Audit & Risk Committee.		
19/04/2023	Increased Sampling Cost to Meet New Drinking Water Rules	23.4.5	<ul> <li>That the Council</li> <li>A. Receives the report and accepts the level of significance.</li> <li>B. Notes that new Drinking Water Quality Assurance Rules came into force on 14 November 2022, and that those rules include new monitoring and sampling requirements for drinking water.</li> <li>C. Approves an increase in the water supply operational budget for 2022/23 to reflect these new requirements by \$181,093.15.</li> <li>D. Approves an increase in the water supply operational budget for 2023/24 to reflect these new requirements by \$310,445.40.</li> </ul>	Water Services Accountant	18 May 2023 Additional costs have been added to the Annual Plan. MATTER CLOSED 01 May 2023 Action memo sent to staff.
19/04/2023	Public Toilet Policy	23.4.8	That the Council  A. Receives the report and accepts the level of significance.  B. Adopts the Public Toilet Policy.	Senior Strategy Advisor	18 May 2023 Public Toilet Policy is now in place and operational. MATTER CLOSED 01 May 2023 Action memo sent to staff.
19/04/2023	Wilding Conifer Control Policy	23.4.9	That the Council  A. Receives the report and accepts the level of significance.  B. Amends the Wilding Conifer Control Policy.	Parks and Recreation Manager	02 May 2023 Policy has been updated. MATTER CLOSED. 01 May 2023 Action memo sent to staff.

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# Organisational 2022/23 Business Plan Quarterly Report

## Period: October 2022 to March 2023

Where we want to be?	How do we get there?	Comments
	Key projects/initiatives	
Reform		
Three Waters Reform  – preparing the organisation for transition and adequately resourced	Three Waters transition	The Three Waters Director remained actively involved in all key conversations with Otago and Southland councils and the National Transition Unit.  All staff that have roles that will be affected by the transition received information from the Three Waters Director and the General Manager - People and Culture.  The Council's Better off Funding projects are progressing well. A report to the Council will be presented on 31 May 2023 to consider reallocation of the funding provided for the Iwi/Māori Engagement Project due to the Government's announcement that Better off Funding Tranche 2 is no longer going ahead.
Resource Management Reform - ensuring the organisation is actively participating in the reforms and prepared for any changes afoot	Engagement with the Resource Management Reform	The Government released the Spatial Planning and the National and Built Environments Bill for comment. The Central Otago District Council submitted on the proposed legislation. Councillor Neil Gillespie and the Council's Principal Policy Planner presented in support of the submission. The Select Committee is yet to release their decisions.
Future of Local Government - ensuring the organisation and our community is informed and we actively participate in the reveiw with the best interests of Central Otago residents and the local government sector in mind	Engagement with the community over the Future for Local Government Review report and feedback on the draft report  Seeking opportunities to get ahead of the reform curve with best practice	There were no significant developments during this period.
Customer		
Focus on improving customer experience across the organisation with less waste and bureaucracy	A plan developed to engage with the community to understand their needs better	The Executive Leadership Team (ELT) attended an away day. A key discussion item was the Customer Enhancement Project. The Community Experience General Manager is preparing a blueprint for discussion with ELT for this piece of work.
Delivering on our commitements to the community	Delivering on all Year 2 Long-term Plan (LTP) projects	All significant projects are progressing to schedule.
	Plan developed for 2024/34 LTP and effective pre-engqagement with the community late 2022/early 2023	A project plan for the development of the 2024/24 Long-term Plan is in place. Workshops to gather the elected members key priorities are completed. Pre-engagement with the community calling for "brainstorming ideas" is underway. This closes on 1 May 2023. The Council and Community Board will consider the ideas in relation to their delegation during their May and June 2023 meetings.

Item 23.5.14 - Appendix 2

Where we want to be?	How do we get there?	Comments
	Key projects/initiatives	
Workforce		
Employer of choice	Recognition framework developed	The Remuneration Framework has been launched and all staff have received presentations on this. Staff to receive "position in range" letters this month.
		The Rewards and Recognition Framework development is underway. 45% of staff have been face to face surveyed about what they would like to see in this framework. All working group will collate results and put forward some for the Executive Leadership Team to consider.
Skilled workforce.	A focus on leadership traning	The Executive Leadership Group together we some members of the Leadership Group have undertaken BOMA Dare to Lead programe.
		A Central Otago District Council team participated in the Management Challenge in Wellington.
Focus on training and development	Training and development frameworks developed	A work programme to develop Training and Development Framework for the organisation is planned to start in the second part of the calendar year.
Collaboration	·	The opportunity to collaborate with Waitaki District Council to share resources has been identified. The Executive Leadership from both councils met in January 2023 for a discovery session to understand each other's challenges and opportunities. Several opportunities where identified. This first of which was the shared services of the Waitaki's Risk and Procurement Officer. This staff member started in May 2023.
Environment and Growth		
Mitigating climate change	Year 2 LTP sustainability initiatives	Detailed planning work for the bin roll out – begins in May 2023.
effects and embedding	delivered	Detailed planning work for the bir foil out - begins in way 2025.
sustainability initiatives	delivered	This is Year four of the Council's five year Emission Management and Reduction Plan. Serveral projects have been completed to reduce emisions
	Building sustainability culture across the	and reach targets. These projects include double glazing of Council buildings, replacement of the coal burners in the Alexandra Service Centre and
	organisation	Tarras Hall, the Victoria Flat land fill gas capture, and the Cromwell Swimming Pool heating upgrade. While not considered in the Plan the early
	organication	implementation of organic waste collection will reduce emissions through less waste going to landfill.
	Emissions management project plan	implementation of organic waste concetton will reduce emissions through less waste going to fandini.
Managing grouth	developed	The Toyiet Velley Spetial Dian community engagement is engained Dreft plane to be included in the engagement decument beyone a
Managing growth	Provision of growth through	The Teviot Valley Spatial Plan community engagement is ongoing. Draft plans to be included in the spatial plan engagement document have been reviewed by the key stakeholder group. Council staff are in the process of finalising the spatial plan engagement document. This will be presented to
	comprehensive spatial planning and district plan reviews	Council's for approval to release to the wider community for feedback.
		Diag Change 40 /a spring of the positional about an of the District Diag ) was notified in July 2000. Further submission aloned in December 2000.
		Plan Change 19 (a review of the residential chapter of the District Plan) was notified in July 2022. Further submission closed in December 2022.
		Hearing of submissions commenced 26 April 2023. This review gives effect to the Cromwell and Vincent Spatial Planning processes which provide
		for additional residential zoning to manage growth.
Te Triti o Waitangi Commit	tments	
Continuing the	Otago Polytechnic Te Reo in the	Staff changes at the Otago Polytechnic has resulted in some delays in delivering this course to staff. The course has now been completed. The
organisation's journey in	Workforce and Certificate in Bicultural	majority of learners have submitted their training and are awaitng their results.
upskilling on Te Ao Māori	Compentency courses	
and meeting our		
commitments under the	Ongoing develop opportunities in Te Ao	
Treaty of Waitangi	Māori	
Enhancing the	Relationship with Aukaha strengthened	Relationship meetings between Aukaha and Central Otago District Council have continued. Focus has been on refining the long list of work
organisation's relationship	and successful delivery on Year one of the	programme ideas. Aukaha have had active involvement in several key projects (eg the Alexandra River Park and the Cromwell Hall/Event Centre
with Aukaha and successful	partnership agreement	projects).
delivery on the first year of		
the partnership agreement		

Item 23.5.14 - Appendix 2

Council meeting 31 May 2023

Where we want to be?	How do we get there?	Comments
	Key projects/initiatives	
Organisational strategy an		
Develop council vision	Delivery of council vision	The development of the Council's vision will begin once the District Vision Project is completed. The district's vision will be used as the basis to form the Council's vision.
System improvements –		Following the adoption of the Digital and Information Strategy, associated governance groups have now been implemented to monitor progress. The
customer focussed delivery		primary group is currently preparing for its second quarterly meeting, recommended reporting and roadmaps are being prepared to assist with
and Digital and Information Strategy and Action Plan		strategy progress. Subgroups related to privacy, and information and records management are in their initial activation.
progressed		Computer and telephony renewal procurement is now being completed, with roll-out plans being finalised. Supply has returned to normal following COVID. These services are expected to be deployed to users over the next three months.
		My CODC online forms work is continuing. Customer uptake is increasing as expected, as this allows 24 by 7 interaction with council. Continual improvement and new initiatives are fine tuning the overall platform to improve the customer experience.
		Following successful change management activities related the migration MAGIQ Enterprise related documents into CentralDocs, associated technical changes are well advanced and tested. Final migration plans, with associated user training is being developed. Target date has moved from June to August to align with external resourcing availability.
		Records digitisation of property files is 49% through the 15,000 properties. We are expecting to be at 51% by end of June 2023. July through to June 2024 funding has been secured, increasing capacity to target 70% digitisied. Additional funding will be required to complete the digitisation and final clean-up.
		Urban aerials, working with Dunedin City, Otago Regional and Land Information is currently on hold following delay due to technical issues during the flying season. Flying has been re-scheduled for November 2023.
Quarterly report on organisational performance	Quarterly report on organisation performance	Council Organisational Business Plan Quarterly Report (July – September 2022) – completed.
		Due to limited staff resources this quarterly review covers two periods. The risk of not meeting future quarterly review deadlines has been mitigated through the employment of an additional staff member who as a part of this new role will be responsible for this report.
Business continuity	Development of an organisational	Agreement of plan templates and approach has been reached by the leadership team following testing of the draft plans. Valuable feedback from
	business continuity plan	Health and Safety has also been provided and yet to be incorporated. Templates now need to be finalised, and population by each activity to be planned.
Improved project planning	Improving project management practices	A project team has been launched, looking into improving project management practices across Council. The project scope has been defined and a
processes		programe of works under development.

Item 23.5.14 - Appendix 2



#### 8 COMMUNITY BOARD MINUTES

23.5.15 MINUTES OF THE VINCENT COMMUNITY BOARD MEETING HELD ON 2 MAY 2023

Doc ID: 654140

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#### Recommendations

That the unconfirmed Minutes of the Vincent Community Board Meeting held on 2 May 2023 be noted.

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#### 1. Attachments

Appendix 1 - Minutes of the Vincent Community Board Meeting held on 2 May 2023

## MINUTES OF A MEETING OF THE VINCENT COMMUNITY BOARD HELD IN THE NGĀ HAU E WHĀ, WILLIAM FRASER BUILDING, 1 DUNORLING STREET, ALEXANDRA

## AND LIVE STREAMED VIA MICROSOFT TEAMS ON TUESDAY, 2 MAY 2023 COMMENCING AT 2.00 PM

**PRESENT:** Mr J Cromb (Chairperson), Dr R Browne, Mr T Hammington, Mr D Johns,

Cr M McPherson, Cr T Paterson

IN ATTENDANCE: T Cadogan (Mayor), S Righarts (Group Manager - Business Support),

D Scoones (Group Manager - Community Experience), L Webster (Acting Group Manager - Planning and Infrastructure), S Finlay (Chief Financial Officer), G Bailey (Parks and Recreation Manager), M Burdett (Parks Officer Strategy/Projects), P Penno (Community & Engagement Manager), A Mason (Media and Marketing Manager), R Williams (Community Development Officer), M Tohill (Communications Support), W McEnteer (Governance

Manager), S Reynolds (Governance Support Officer)

#### 1 APOLOGIES

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#### COMMITTEE RESOLUTION

Moved: Browne Seconded: Paterson

That apologies from Cr T Alley be received and accepted.

CARRIED

#### 2 PUBLIC FORUM

Mike Coggan - Otago Cricket (via Teams)

Mr Coggan spoke to the application from Otago Cricket Association and responded to questions.

#### Barry Hambleton and Mike Rooney - The Alexandra Rotary Club

Mr Hambleton and Mr Rooney spoke to the application for their annual book sale, requesting funding to cover general expenses. They then responded to questions.

#### Pippa Wellstead - Presbyterian Support Otago

Ms Wellstead spoke to the application for the 'Growing Taller' programme requesting fund to support with wages and administrative costs. She then responded to questions.

#### Claire Becker-Gledhill, Nigel Wilson - WoolOn Creative Fashion

Ms Becker-Gledhill spoke to the application for WoolOn Creative to cover lighting, sound and catwalk expenses and responded to questions.

#### Tim Coughlan - Alexandra Blossom Festival

Mr Coughlan spoke to the application for operational costs to run this year's festival.

#### Ann Doherty - Arts and Crafts Alexandra Inc.

Ms Doherty spoke to the application for covering operating lease costs for the group.

#### Ken Churchill – The re-development of the Half Mile

Mr Churchill spoke to the redevelopment plan for the Half Mile and noted his concern around the choice of exotics on the shelter belt.

#### 3 CONFIRMATION OF MINUTES

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#### **COMMITTEE RESOLUTION**

Moved: Paterson Seconded: Johns

That the public minutes of the Vincent Community Board Meeting held on 21 March 2023 be confirmed as a true and correct record.

CARRIED

#### 4 DECLARATION OF INTEREST

Members were reminded of their obligations in respect of declaring any interests. Cr McPherson declared an interest in the promotions grant portion of Item 23.3.2 and Mr Cromb declared an interest in the community grants portion of item 23.3.2. Each left the table and did not discuss or vote on the item.

#### 5 REPORTS

Note: With the approval of the meeting item 23.3.3 was moved forward.

Note: Janice Millis from Alexandra and Districts Museum Incorporated joined the meeting for item 23.3.3.

#### 23.3.3 ALEXANDRA DISTRICT MUSEUM INC ACCOUNTABILITY REPORT 2021-22

Ms Millis gave an accountability report on the objectives and actions of the Alexandra District Museum Inc over the 2021/22 financial year. She reported an increase in visitor numbers and noted positive feedback from the community.

#### **COMMITTEE RESOLUTION**

Moved: Hammington Seconded: Browne

That the report be received.

**CARRIED** 

Note: Cr McPherson declared a financial interest in the promotions grants portion of item 23.3.2. He left the room at 2.39 pm and did not take part in discussion or vote on that portion of the item.

#### 23.3.2 2022/23 COMMUNITY AND PROMOTIONS GRANTS APPLICATIONS - 2ND ROUND

To consider the second round of the community and promotions grant applications for the 2022/23 financial year.

After discussion it was agreed to proceed through the applications one by one.

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#### **COMMITTEE RESOLUTION**

Moved: Johns Seconded: Browne

That the Vincent Community Board:

- A. Receives the report and accepts the level of significance.
- B. Allocates \$3,500 to the WoolOn Creative Fashion Society for lighting, sound and catwalk at the WoolOn 2023 events from the promotions grants budget in the 2022/23 financial year, subject to Cromwell Community Board approval of the WoolOn application.

**CARRIED** 

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#### **COMMITTEE RESOLUTION**

Moved: Paterson Seconded: Browne

C. Allocates \$10,000 to Otago Cricket Association for the T20 Super smash Cricket broadcast towers and consent costs from the promotions grant budget in the 2023/2024 financial year, subject to the adoption of the 2023/2024 annual plan.

**CARRIED** 

#### **COMMITTEE RESOLUTION**

Moved: Paterson Seconded: Hammington

D. Allocates \$24,500 to Alexandra Blossom Festival Inc for the 2023 Blossom Festival infrastructure – clean-up / waste, electrical, fencing, sounds, screen, technical, staging from the promotions grants budget in the 2023/2024 financial year, subject to the adoption of the 2023/2024 annual plan.

**CARRIED** 

Note: Cr McPherson returned to the meeting at 2.57 pm.

Note: Mr Cromb declared an interest in the community grants applications item 23.3.2. In accordance with Standing Order 14.1, the meeting elected Dr Browne to chair this portion of the item.

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#### **COMMITTEE RESOLUTION**

Moved: Johns Seconded: McPherson

E. Declines the application from the Alexandra and Districts Youth Trust for field hire costs for the Alexandra Touch Rugby tournament due to the precedent it would set for other sporting codes.

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**CARRIED** 

#### **COMMITTEE RESOLUTION**

Moved: McPherson Seconded: Hammington

F. Allocates \$4,000 to the Alexandra Community Advice Network towards on-going operational costs from the 2022/23 community grants budget.

**CARRIED** 

#### **COMMITTEE RESOLUTION**

Moved: Paterson Seconded: Hammington

G. Allocates \$800 to Arts and Craft Alexandra Inc towards lease costs from the 2022/23 community grants budget.

**CARRIED** 

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#### **COMMITTEE RESOLUTION**

Moved: McPherson Seconded: Johns

H. Allocates \$640 to Alexandra Rotary for venue hire for the annual book sale from the 2022/23 community grants budget.

CARRIED

#### **COMMITTEE RESOLUTION**

Moved: McPherson Seconded: Hammington

I. Declines the grant for Family Works towards the Growing Taller Programme (Alexandra) for the precedent it sets for other education and social service providers in the district.

CARRIED

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Note: Mr Cromb resumed the chair.

#### 23.3.4 HALF MILE RECREATION RESERVE REDEVELOPMENT

To approve the redevelopment plan for the Half Mile recreation Reserve.

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#### **COMMITTEE RESOLUTION**

Moved: McPherson Seconded: Browne

- A. Receives the report and accepts the level of significance.
- B. Approves the redevelopment plan option B for the Half Mile Recreation Reserve, with engagement with the community on shelter tree options along the boundary and within the key walking areas.
- C. That options for funding the redevelopment of the Half Mile Recreation Reserve are included in the 2024-2034 Long Term Plan.

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D. Directs the interim CEO to continue to investigate third party funding opportunities for the development of the Half Mile Recreation Reserve.

**CARRIED** 

#### 6 MAYOR'S REPORT

#### 23.3.5 MAYOR'S REPORT

His Worship the Mayor gave an update on his recent activities and issues of interest in the Vincent ward.

#### **COMMITTEE RESOLUTION**

Moved: McPherson Seconded: Hammington

That the Vincent Community Board receives the report.

**CARRIED** 

#### 7 CHAIR'S REPORT

#### 23.3.6 CHAIR'S REPORT

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

- Noted the recent ANZAC Day commemorations
- Attended a Collab Breakfast event
- Attended an ACOSS meeting
- · Attended official opening of the WWI exhibition at Central Stories Museum

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#### **COMMITTEE RESOLUTION**

Moved: Cromb Seconded: McPherson That the report be received.

**CARRIED** 

#### 8 MEMBERS' REPORTS

#### 23.3.7 MEMBERS' REPORTS

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

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Dr Browne reported on the following:

- Attended the AGM for Keep Alexandra / Clyde Beautiful.
- Chaired a meeting of the Creative Writers Circle
- Chaired a meeting of Central Otago District Arts Trust meeting
- Attended tree planting on the Clyde Hill with Fulton Hogan

- Attended official opening of the WWI exhibition at the Central Stories Museum
- Met with staff and residents with regards to the Half Mile reserve re-planting
- Noted his sadness regarding the proposed closure of Alexandra Wastebusters
- Performed in Roxburgh and Wanaka with the Central Otago Regional Orchestra

#### Mr Johns reported on the following:

- Attended a working group meeting for Vallance Cottage
- Attended ANZAC day service

#### Cr McPherson reported on the following:

- Attended official opening of the WWI exhibition at the Central Stories Museum
- Has attended the start of the Plan Change 19 Hearings and reported back on the discussions

#### Cr Paterson reported on the following:

- Attended tree planting on the Clyde Hill run by Fulton Hogan, noted a really positive experience
- Attended ANZAC day ceremony in Omakau
- Chaired a Central Otago Health Incorporated meeting
- · Attended an informal meeting with some QLDC councillors

#### Mr Hammington reported on the following:

- Attended the ANZAC day parade in Clyde, noted a good turnout
- Attended the AGM for Alexandra Blossom Festival
- Attended the Clyde Food and Wine Festival

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#### **COMMITTEE RESOLUTION**

Moved: Cromb Seconded: McPherson That the report be received.

CARRIED

#### 9 STATUS REPORTS

#### 23.3.8 MAY 2023 GOVERNANCE REPORT

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

#### **COMMITTEE RESOLUTION**

Moved: McPherson

Seconded: Hammington

That the report be received.

**CARRIED** 

#### 10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 19 May 2023.

#### 11 RESOLUTION TO EXCLUDE THE PUBLIC

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#### **COMMITTEE RESOLUTION**

Moved: McPherson Seconded: Hammington

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	Ground(s) under section 48 for the passing of this resolution
Confidential Minutes of Ordinary Board Meeting	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)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
23.2.9 - May 2023 Confidential Governance Report	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)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

**CARRIED** 

The public were excluded 4.10 pm and the meeting closed at 4.18 pm.



23.5.16	MINUTES OF THE TEVIOT VALLEY COMMUNITY BOARD MEETING HELD ON 4
	MAY 2023

Doc ID: 654215

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#### Recommendations

That the unconfirmed Minutes of the Teviot Valley Community Board Meeting held on 4 May 2023 be noted.

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#### 1. Attachments

Appendix 1 - Minutes of the Teviot Valley Community Board Meeting held on 4 May 2023

# MINUTES OF A MEETING OF THE TEVIOT VALLEY COMMUNITY BOARD HELD IN THE ROXBURGH SERVICE CENTRE, 120 SCOTLAND STREET, ROXBURGH AND LIVE STREAMED VIA MICROSOFT TEAMS ON THURSDAY, 4 MAY 2023 COMMENCING AT 2.00 PM

PRESENT: Mr N Dalley (Chairperson), Mr M Jessop, Cr S Feinerman, Ms G Booth,

Mr R Read

IN ATTENDANCE: T Cadogan (Mayor), L van der Voort (Acting Chief Executive Officer),

S Righarts (Group Manager - Business Support), D Rushbrook (Group Manager - Community Vision), G Bailey (Parks and Recreation Manager), M Gordon (Parks Officer – Projects) and W McEnteer (Governance Manager)

#### 1 APOLOGIES

There were no apologies.

#### 2 PUBLIC FORUM

There was no public forum.

#### 3 CONFIRMATION OF MINUTES

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#### **COMMITTEE RESOLUTION**

Moved: Dalley Seconded: Feinerman

That the public minutes of the Teviot Valley Community Board Meeting held on 23 March 2023 be confirmed as a true and correct record.

CARRIED

#### 4 DECLARATION OF INTEREST

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

#### 5 REPORTS

#### 23.3.2 TEVIOT VALLEY WALKWAYS COMMITTEE

To consider the wishes of the Board regarding the Teviot Valley Walkways Committee.

After discussion it was agreed that removing the Walkways Committee as a subcommittee would not hinder their work and that they operated largely independently. It was also noted that a member of the Board should act as a liaison for the group. Currently Cr Feinerman fulfils this role.

#### **COMMITTEE RESOLUTION**

Moved: Dalley Seconded: Booth

That the Teviot Valley Community Board

- A. Receives the report and accepts the level of significance.
- B. Recommends to Council to remove the Teviot Valley Walkways Committee as a subcommittee of the Teviot Valley Community Board from the delegations register.
- C. Notes that the Teviot Valley Community Board will nominate a liaison to the Teviot Valley Walkways Committee at the beginning of each triennium.

**CARRIED** 

#### 6 MAYOR'S REPORT

#### 23.3.3 MAYOR'S REPORT

His Worship the Mayor gave an update on his activities since the last meeting.

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#### **COMMITTEE RESOLUTION**

Moved: Dalley Seconded: Jessop

That the Teviot Valley Community Board receives the report.

**CARRIED** 

Note: Cr Feinerman left the meeting at 2.29 pm and returned at 2.32 pm.

#### 7 CHAIR'S REPORT

#### 23.3.4 CHAIR'S REPORT

The Chair gave an update on activities and issues since the last meeting. In particular he reflected on the upcoming Long-term Plan process and the holistic outcomes he would like to see working through that process.

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#### **COMMITTEE RESOLUTION**

Moved: Dalley Seconded: Jessop

That the report be received.

CARRIED

#### 8 MEMBERS' REPORTS

#### 23.3.5 MEMBERS' REPORTS

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

Mr Jessop reported on the following:

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- Attended the Millers Flat Coffee Group and noted the topics of discussion that included the gold mine and greenwaste and recycling in Millers Flat.
- Mentioned that Master of Planning students from the University of Otago were currently in the area conducting research for their Masters theses on Lake Onslow.
- Noted the recent newcomers dinner held in Millers Flat.

Mr Read reported on the following:

Updated members on recent developments with the community garden in Roxburgh.

Ms Booth reported on the following:

- Noted that she missed the last Medical Services Trust meeting.
- Commented on the Entertainment Centre and noted the quality of the work done.

Cr Feinerman reported on the following:

- Updated members on the status of the Roxburgh Pool build. Noted the recent AGM and meetings of the pool committee.
- Attended the business breakfast meeting.
- Noted that the bollards by the basketball courts were removed.
- Attended the last Audit and Risk meeting.
- Attended the Council meeting on 30 March.
- Attended a two day course run by the Institute of Directors in Oamaru.
- Attended the Council meeting on 19 April via Teams and noted that the road stopping what was before the board previously was left to lie on the table pending more information.

#### **COMMITTEE RESOLUTION**

Moved: Dalley Seconded: Booth

That the report be received.

**CARRIED** 

#### 9 STATUS REPORTS

#### 23.3.6 MAY 2023 GOVERNANCE REPORT

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

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#### **COMMITTEE RESOLUTION**

Moved: Dalley Seconded: Feinerman That the report be received.

**CARRIED** 

## 10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 15 June 2023.

The Meeting closed at 2.45 pm.

CHAIR / /



23.5.17 MINUTES OF THE CROMWELL COMMUNITY BOARD MEETING HELD ON	18 MAY
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2023

Doc ID: 654448

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#### Recommendations

That the unconfirmed Minutes of the Cromwell Community Board Meeting held on 8 May 2023 be noted.

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#### 1. Attachments

Appendix 1 - Minutes of the Cromwell Community Board Meeting held on 8 May 2023

# MINUTES OF A MEETING OF THE CROMWELL COMMUNITY BOARD HELD IN THE CROMWELL SERVICE CENTRE, 42 THE MALL, CROMWELL AND LIVE STREAMED VIA MICROSOFT TEAMS ON MONDAY, 8 MAY 2023 COMMENCING AT 2.05 PM

PRESENT: Ms A Harrison (Chair), Mr B Scott, Cr S Browne, Cr C Laws, Ms M McConnell,

Mr W Sanford

IN ATTENDANCE: L van der Voort (Interim Chief Executive Officer), S Righarts (Group Manager -

Business Support), D Scoones (Group Manager - Community Experience), L Webster (Acting Group Manager - Planning and Infrastructure), S Finlay (Chief Financial Officer), G Bailey (Parks and Recreation Manager), P Quinn (Project Manager – Property), R Williams (Community Development Officer), A Mason (Media and Marketing Manager) via Microsoft Teams, W McEnteer

(Governance Manager), S Reynolds (Governance Support Officer)

#### 1 APOLOGIES

#### **APOLOGY**

#### **COMMITTEE RESOLUTION**

Moved: Browne Seconded: Laws

That the apology received from Cr Gillespie be accepted.

CARRIED

#### 2 PUBLIC FORUM

Sharon Bell – Otago Presbyterian Support (via Microsoft Teams)

Ms Bell spoke to the 'Growing Taller' programme and detailed the need for financial support to cover wages and administrative costs.

Janeen Wood and Ali Ballentine - Cromwell and Districts Community Trust

Ms Ballentine and Ms Wood spoke to their grant application for the CDCT Chinese Settlement Project. They then responded to questions.

#### <u>Jennifer Hay – The Cromwell Museum</u>

Ms Hay presented her application with regards to funding for the Photo Album Display upgrade. She then responded to questions.

#### Carolyn Murray – Cromwell and Districts Promotions Group

Ms Murray spoke to the Cromwell and Districts Promotions Group's grant application.

#### <u>Claire Becker-Gledhill and Suzanne Russell – WoolOn</u>

Ms Becker-Glendhill spoke to her application to promote and continue the WoolOn Event.

#### 3 CONFIRMATION OF MINUTES

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#### **COMMITTEE RESOLUTION**

Moved: Browne Seconded: Scott

That the public minutes of the Cromwell Community Board Meeting held on 22 March 2023 be confirmed as a true and correct record.

CARRIED

#### 4 DECLARATION OF INTEREST

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

#### 5 REPORTS

#### 23.3.2 2022/23 COMMUNITY AND PROMOTIONS GRANTS APPLICATIONS - 2ND ROUND

To consider the second round of the community and promotions grant applications for the 2022/23 financial year. To also consider an application to the 2023-24 year promotions grant.

'Health Awareness Cromwell' were unable to attend but a presentation was read out. They sought funds to help towards operational costs of providing a Health and Wellbeing Expo.

Tailed to Holp towards operational scotts of providing a Floatiff and Wollbeing Expo.

#### **COMMITTEE RESOLUTION**

Moved: Browne Seconded: McConnell

That the Cromwell Community Board:

- J. Receives the report and accepts the level of significance.
- K. Allocates \$900 to Health Awareness Cromwell towards venue hire and advertising of a Health and Wellbeing Expo from the 2022/23 community grants budget.
- L. Allocates \$9,000 to the Cromwell and Districts Community Trust towards stage one of the Chinese Settlement Project from the 2022/23 community grants budget.
- M. Allocates \$6,950 to the Cromwell Museum Trust towards the design and construction of four photo albums from the 2022/23 community grants budget.
- N. Allocates \$2,900 to Family Works towards the Growing Taller Programme (Cromwell) from the 2022/23 community grants budget.
- O. Allocates \$6,490 to the WoolOn Creative Fashion Society for lighting, sound and catwalk costs at the 2023 WoolOn event from the promotions grants budget in the 2022/23 financial year.
- P. Allocates \$95,000 to the Cromwell and Districts Promotions Group for Light Up Winter, Fireworks and Street Party, Cherry Spitting Competition, Summer Series and Cromwell Ambassador Programme from the promotions grants budget in the 2023/2024 financial year, subject to the following:
  - approval of the 2023/2024 Annual Plan;

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ii. an agreement being signed between both parties confirming the Boards expectations of deliverables.

**CARRIED** 

Note: With the permission of the meeting items 23.3.4 – 23.3.6 were moved forward.

#### 6 MAYOR'S REPORT

#### 23.3.4 MAYOR'S REPORT

His Worship the Mayor was not present at this meeting.

#### 7 CHAIR'S REPORT

#### 23.3.5 CHAIR'S REPORT

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

- · Attended a Central Otago Principals association meeting in March
- Attended the Central Otago Leaders meeting in April
- Was an apology for the Museum Trust meeting in April
- Attended the ANZAC service at the Cromwell Cenotaph
- Noted that Goldfields School hosted RSA members for their ANZAC assembly

#### **COMMITTEE RESOLUTION**

Moved: Harrison Seconded: McConnell

That the report be received.

**CARRIED** 

#### 8 MEMBERS' REPORTS

#### 23.3.6 MEMBERS' REPORTS

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

Ms McConnell reported on the following:

- Attended a Cromwell and Districts Community Trust meeting in April
- Met with the Plunket community liaison officer
- Attended a conference for the NZ Planning Institute, to discuss resource management reform

Cr Laws reported on the following:

- Attended Sanchia's farewell
- Noted the passing of Leigh-Anne Fox, and attended her memorial
- Attended a tree-planting morning at the Clyde Hill run by Fulton Hogan
- Attended the April Council meeting and gave members an update on topics discussed
- Attended the ANZAC Day commemoration in Tarras

Mr Sanford reported on the following:

- Was involved with Connect Cromwell 'Winning Ideas 2023' allocating of funding
- Met with Saskia and Cheryl to discuss the Long-term Plan process
- Attended the ANZAC Day ceremony at Lowburn Hall
- Attended a Plan Change 19 workshop

Cr Browne reported on the following:

- Attended the April Council meeting and gave members an update on topics discussed
- Planning is underway for the Cromwell Athletics Club hosting an inaugural event next year
- Noted good attendance for all winter sports

Mr Scott reported on the following:

- Met with the Cromwell Toy Library to secure them a new home at the Polytechnic Campus
- Attended a Cromwell and Districts Promotion Group meeting in April
- Attended the Cromwell and Districts Promotions Group Quiz
- Attended the ANZAC Day service in Bannockburn and an ANZAC Day medal presentation at the Cromwell Golf Course

#### **COMMITTEE RESOLUTION**

Moved: Sanford Seconded: Scott

That the report be received.

**CARRIED** 

Note: Cr Gillespie joined the meeting via Microsoft Teams at 3.00 pm and left at 3.48 pm.

Note: Jessie Sutherland of SA Studio and Chris Jack from Jasmax (via telephone), joined the meeting for item 23.3.3.

#### 23.3.3 CROMWELL MEMORIAL HALL

To consider adoption of the final stage of design for the Cromwell Memorial Hall and for approval of the demolition of the existing Cromwell Memorial Hall, procurement of construction services, and funding arrangements.

After discussion there was concern raised around a lack of projected costings for the operational and maintenance of the building and the likely rating implications. It was also noted where the future land sales may come from was missing from the recommendations.

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#### **COMMITTEE RESOLUTION**

Moved: Browne Seconded: Scott

That the Cromwell Community Board:

- A. Receives the report and accepts the level of significance.
- B. Adopts developed design for the Cromwell Memorial Hall building as detailed in appendix one of the report.
- C. Approves the commencement of detailed design.
- D. Approves the demolition of the existing hall building and appropriate salvaging.
- E. Approves the procuring of construction and demolition services.
- F. Notes that the 2021/31 Long Term Plan funds the Cromwell Memorial Hall project at a cost of \$31.5M and that the developed design estimate is now expected to be \$42.849M.
- G. Notes the shortfall in project funding of \$11.349M of which \$5M is expected to be met from external funders that are to be confirmed in November 2023 and that the remaining \$6.349M is proposed to be funded by way of by land sales from the Cemetery Road industrial development.
- H. Prior to approval of the detailed design, the Board receives for its approval:
  - i. The proposed operating model for the facility
  - ii. The projected operating and maintenance costs
  - iii. The likely rating implications going forward
- I. The Board notes the district review of museum services and recommends to Council that it considers the Cromwell Memorial Hall project in that review.
- J. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.

CARRIED

#### 9 STATUS REPORTS

Note: The meeting was adjourned at 4.08 pm and resumed at 4.13 pm.

#### 23.3.7 MAY GOVERNANCE REPORT

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

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#### **COMMITTEE RESOLUTION**

Moved: Laws Seconded: Sanford

That the report be received.

**CARRIED** 

#### 10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 18 May 2023.

#### 11 RESOLUTION TO EXCLUDE THE PUBLIC

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#### **COMMITTEE RESOLUTION**

Moved: Browne Seconded: Scott

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	Ground(s) under section 48 for the passing of this resolution
Confidential Minutes of Ordinary Board Meeting	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)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
23.3.8 - May Confidential Governance Report	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)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

**CARRIED** 

The public were excluded at 4.17 pm and the meeting closed at 4.21 pm.



23.5.18	MINDIES OF THE MANIO	TOTO COMMUNITY BOARD MEETING HELD ON 11 MA

2023

Doc ID: 655132

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#### Recommendations

That the unconfirmed Minutes of the Maniototo Community Board Meeting held on 11 May 2023 be noted.

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#### 1. Attachments

Appendix 1 - Minutes of the Maniototo Community Board Meeting held on 11 May 2023

# MINUTES OF A MEETING OF THE MANIOTOTO COMMUNITY BOARD HELD IN THE RANFURLY SERVICE CENTRE, 15 PERY STREET, RANFURLY AND LIVE STREAMED VIA MICROSOFT TEAMS ON THURSDAY, 11 MAY 2023 COMMENCING AT 2.01 PM

PRESENT: Mr R Hazlett (Chair), Mr M Harris, Mr D Helm, Ms R McAuley

IN ATTENDANCE: L van der Voort (Interim Chief Executive Officer), Q Penniall (Infrastructure

Manager), S Righarts (Group Manager - Business Support), D Scoones (Group Manager - Community Experience), S Finlay (Chief Financial Officer),

J Remnant (Asset Management Team Leader, Ranfurly), R Williams (Community Development Officer) via Microsoft Teams, W McEnteer (Governance Manager), S Reynolds (Governance Support Officer)

#### 1 APOLOGIES

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#### **COMMITTEE RESOLUTION**

Moved: Helm Seconded: Harris

That apologies from Cr S Duncan be received and accepted.

CARRIED

#### 2 PUBLIC FORUM

Janyne Fletcher – The Maniototo Business Breakfast Group

Ms Fletcher spoke to the application of the Maniototo Business Breakfast Group for the Community Christmas Tree. It was noted that they were partnering with Maniototo Lions Club on this project.

#### 3 CONDOLENCES

The chair referred to the deaths of Russell Carson and Dale McCombie. Members stood for a moment's silence as a mark of respect.

#### 4 CONFIRMATION OF MINUTES

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#### **COMMITTEE RESOLUTION**

Moved: Helm Seconded: Harris

That the public minutes of the Maniototo Community Board Meeting held on 16 March 2023 be confirmed as a true and correct record.

CARRIED

#### 5 DECLARATION OF INTEREST

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

#### 6 REPORTS

#### 23.2.2 2022/23 COMMUNITY AND PROMOTIONS GRANTS APPLICATIONS - 2ND ROUND

To consider the second round of the community and promotions grants applications for the 2022/23 financial year.

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#### **COMMITTEE RESOLUTION**

Moved: Harris Seconded: McAuley

That the Maniototo Community Board

- A. Receives the report and accepts the level of significance.
- B. Allocates \$2000 to the Maniototo Business Breakfast Group towards the purchase of a Christmas tree for Ranfurly from the 2022/23 community grants budget subject to confirmation of the site of the tree with the Parks and Recreation department and a health and safety plan.

CARRIED

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#### 7 MAYOR'S REPORT

#### 23.2.3 MAYOR'S REPORT

His Worship the Mayor was not present at this meeting.

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#### 8 CHAIR'S REPORT

#### 23.2.4 CHAIR'S REPORT

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

- Met with Fulton Hogan to discuss water supply issues in the Maniototo earlier in the year.
- Attended a meeting with the Naseby Mountain Biking group to discuss the future of the trails in the Naseby Forest.
- Attended an Idaburn Water Users Group meeting.
- Met with James Paterson to discuss bridges on his property.
- Attended a Maniototo Irrigation Company meeting.
- Met with residents to discuss the condition of roads in the Paerau area.
- Met with the contractors at the Hospital as they are nearing completion

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#### **COMMITTEE RESOLUTION**

Moved: Hazlett Seconded: Duncan

That the report be received.

CARRIED

#### 9 **MEMBERS' REPORTS**

#### 23.2.5 **MEMBERS' REPORTS**

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

Mr Harris reported on the following:

Noted that he has been involved with the Maniototo Lions Winter Crop competition.

Ms McAuley reported on the following:

- A drop-in session is scheduled for Monday 29th May, at the Maniototo Service Centre. This will be with Community Experience staff to encourage discussions around library and pool provisions.
- Notes positivity around planned activities marking the 125 year celebration. There are a many events scheduled for this weekend, with a number of organisations working together in preparation.
- Enquired about the Ranfurly school outdoor turf, asking if this could be included as a Longterm Plan item.

Mr Helm reported on the following:

- Reported some issues with a lack of give way signs on Goff Road and Allison Lane.
- Noted an issue with invasive broom needing to be sprayed throughout the district.

#### **COMMITTEE RESOLUTION**

Moved: Harris Seconded: **McAuley** That the report be received.

**CARRIED** 

#### STATUS REPORTS 10

#### 23.2.6 **MAY 2023 GOVERNANCE REPORT**

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

#### **COMMITTEE RESOLUTION**

Moved: **McAuley** Seconded: Helm

That the report be received.

CARRIED

#### 11 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 22 June 2023.

#### 12 RESOLUTION TO EXCLUDE THE PUBLIC

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#### **COMMITTEE RESOLUTION**

Moved: Harris Seconded: Helm

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	Ground(s) under section 48 for the passing of this resolution
23.2.7 - Appointment of Trustees To Community Trust of Maniototo	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

**CARRIED** 

The public were excluded at 2.57 pm and meeting closed at 3.08 pm.



23.5.19 MINUTES OF THE CROMWELL COMMUNITY BOARD MEETING HELD ON 18	MAY
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2023

Doc ID: 655776

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#### Recommendations

That the unconfirmed Minutes of the Cromwell Community Board Meeting held on 18 May 2023 be noted.

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#### 1. Attachments

Appendix 1 - Minutes of the Cromwell Community Board Meeting held on 18 May 2023

# MINUTES OF A MEETING OF THE CROMWELL COMMUNITY BOARD HELD IN THE CROMWELL SERVICE CENTRE, 42 THE MALL, CROMWELL AND LIVE STREAMED VIA MICROSOFT TEAMS ON THURSDAY, 18 MAY 2023 COMMENCING AT 2.02 PM

**PRESENT:** Ms A Harrison (Chair), Cr S Browne, Cr N Gillespie (via Microsoft Teams),

Cr C Laws, Ms M McConnell (via Microsoft Teams), Mr W Sanford

IN ATTENDANCE: D Rushbrook (Group Manager - Community Vision), S Righarts (Group

Manager - Business Support), D Scoones (Group Manager - Community Experience), Q Penniall (Infrastructure Manager), G Robinson (Property and Facilities Manager), P Quinn (Project Manager – Property), W McEnteer (Governance Manager), S Reynolds (Governance Support Officer)

#### 1 APOLOGIES

#### **APOLOGY**

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#### **COMMITTEE RESOLUTION**

Moved: Laws Seconded: Browne

That apologies from Mr Scott be received and accepted.

CARRIED

#### 2 CONFIRMATION OF MINUTES

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#### **COMMITTEE RESOLUTION**

Moved: Browne Seconded: Sanford

That the public minutes of the Cromwell Community Board Meeting held on 8 May 2023 be confirmed as a true and correct record.

CARRIED

#### 3 DECLARATION OF INTEREST

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

#### 4 REPORTS

#### 23.4.2 ANNUAL PLAN SUBMITTERS THAT WISH TO BE HEARD.

Individual submitters spoke to their Annual Plan submission.

#### Gordon Stewart

Mr Gordon spoke to his Annual Plan submission before responding to questions.

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#### **David George**

Mr George spoke to his Annual Plan submission before responding to questions.

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#### 23.4.3 SUBMISSIONS ON THE 2023-24 ANNUAL PLAN CONSULTATION DOCUMENT

To consider the submissions to the 2023-24 Annual Plan Consultation Document on matters relating to the Cromwell ward.

After discussion it was agreed to recommend that Council look at adding the sealing of Sandflat Road to their roading projects.

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#### **COMMITTEE RESOLUTION**

Moved: Browne Seconded: Laws

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Acknowledges the submissions to the Annual Plan 2023-24.
- C. Recommends to Council to consider including Sandflat Road, Cromwell in its road sealing programme.

CARRIED

#### 23.4.4 APPOINTMENT TO PROJECT ADVISORY GROUP

To consider the appointment of a community board representative for the project advisory group for the Cromwell Town Centre.

After discussion the Board agreed that Mr Sandford would be the new representative for the project advisory group. They noted that they may elect a further representative at their 20 June meeting.

#### COMMITTEE RESOLUTION

Moved: Laws Seconded: Sanford

That the Cromwell Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees that Mr Sanford should be appointed to the project advisory group for the Cromwell Town Centre project.

**CARRIED** 

### 5 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 20 June 2023.

The meeting closed at 2.49 pm

CHAIR / /

## 9 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 28 June 2023.

#### 10 RESOLUTION TO EXCLUDE THE PUBLIC

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#### 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	Ground(s) under section 48 for the passing of this resolution
Confidential Minutes of Ordinary Council Meeting	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
	s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege	
	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	
	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	
	s7(2)(j) - the withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage	

23.5.20 - Audit New Zealand Report to the Council on the 30 June 2022 Annual Report	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
23.5.21 - May 2023 Confidential Governance Report	s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege  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)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
23.5.22 - Confidential Minutes of the Vincent Community Board Meeting held on 2 May 2023	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)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
23.5.23 - Confidential Minutes of the Cromwell Community Board Meeting held on 8 May 2023	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)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
23.5.24 - Confidential Minutes of the Maniototo Community Board Meeting held on 11 May 2023	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

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