



AGENDA

Teviot Valley Community Board Meeting Thursday, 4 May 2023

Date: Thursday, 4 May 2023

Time: 2.00 pm

Location: Roxburgh Service Centre, 120 Scotland
Street, Roxburgh

(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 meeting of the Teviot Valley Community Board will be held in Roxburgh Service Centre, 120 Scotland Street, Roxburgh and live streamed via Microsoft Teams on Thursday, 4 May 2023 at 2.00 pm. The link to the live stream will be available on the Central Otago District Council's website.

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Members 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), D Scoones (Group Manager - Community Experience), W McEnteer (Governance Manager), S Reynolds (Governance Support Officer)

1 APOLOGIES

2 PUBLIC FORUM

3 CONFIRMATION OF MINUTES

Teviot Valley Community Board meeting - 23 March 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, 23 MARCH 2023
COMMENCED AT 2.03 PM**

PRESENT: Mr N Dalley (Chairperson), Mr M Jessop, Cr S Feinerman, Ms G Booth, Mr R Read

IN ATTENDANCE: T Cadogan (Mayor), 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), D McKewen (Accountant), A Rodgers (Principal Planner), C Martin (Properties and Facilities Officer), P Penno (Community and Engagement Manager), R Williams (Community Development Officer), M Tohill (Communications Support), A Crosbie (Senior Policy Advisor), N Lanham (Economic Development Manager), W McEnteer (Governance Manager), S Reynolds (Governance Support Officer)

1 APOLOGIES

There were no apologies

2 PUBLIC FORUM

Sharyn and Noel Miller – Branxholm Street Road Stopping

Mr and Mrs Miller spoke to their application for a road stopping on Branxholm Street, Roxburgh before responding to questions.

3 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Dalley
Seconded: Jessop

That the public minutes of the Teviot Valley Community Board Meeting held on 2 February 2023 were 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

23.2.2 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.

COMMITTEE RESOLUTION

Moved: Dalley
Seconded: Booth

That the Teviot Valley Community Board

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

CARRIED

COMMITTEE RESOLUTION

Moved: Dalley
Seconded: Jessop

B. To recommend to Council to approve the proposal to stop the unformed portion of Branhholm Street identified as Section 1 in figure 5, being approximately 268 square metres, subject to:

- The Applicants paying all costs associated with the stopping, including purchase of the land at valuation.
- The Applicants obtaining the consent of the owner of Lot 1 DP 7225.
- The land being amalgamated with record of title OT400/197 (Lot 1 DP 4138).
- The stopping being approved by the Minister of Lands.
- The final survey plan being approved by the Chief Executive Officer.

LOST

Part B of the resolution was lost. A new motion was proposed by Mr Jessop but was lost due to a lack of a seconder.

Note: The meeting was adjourned at 2.49 pm and returned at 2.57 pm.

After discussion it was agreed to consider Option 2 of the report instead.

COMMITTEE RESOLUTION

Moved: Dalley
Seconded: Booth

B. To recommend to Council to approve the proposal to stop the unformed portion of Branhholm Street identified as Section 1 in figure 5, being approximately 268 square metres, subject to:

- The Applicants paying all other costs associated with the stopping.
- The land identified as Section 1 in figure 5, being transferred to the Applicants for \$1.
- The Applicants obtaining the consent of the owner of Lot 1 DP 7225.
- The land being amalgamated with record of title OT400/197 (Lot 1 DP 4138).
- The stopping being approved by the Minister of Lands.
- The final survey plan being approved by the Chief Executive Officer.

CARRIED with Cr Feinerman and Mr Read recorded their vote against

COMMITTEE RESOLUTION

Moved: Dalley
Seconded: Jessop

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

CARRIED

Note: Mr Dalley declared an interest in item 22.2.3. He did not join the discussion or vote on the matter.

Note: Mr Jessop then assumed the Chair.

23.2.3 ROXBURGH ENTERTAINMENT CENTRE MAINTENANCE PROJECT

To consider the proposed maintenance programme and funding for the Roxburgh Entertainment Centre.

COMMITTEE RESOLUTION

Moved: Feinerman
Seconded: Booth

That the Teviot Valley Community Board

- A. Receives the report and accepts the level of significance.
- B. Approves the Roxburgh Entertainment Centre roof repair costs, estimated at an initial cost of \$61,000 and ongoing of \$1,500, are included in the Long-term Plan 2024-34.
- C. Notes the Roxburgh Entertainment Centre is no longer required to be earthquake strengthened to 67% NBS IL4. This is because the Central Otago Emergency Management is going to execute a memorandum of understanding with the Roxburgh Area School to use their hall as the ward's Civil Defence Centre.
- D. To approve the reallocation of \$336,000 of the \$362,000 capital budget no longer required to earthquake strengthen the Roxburgh Entertainment Centre to the full replacement of the south wall (WSP Report Option 3), and an Asbestos Refurbishment Survey and Building Condition Assessment.
- E. To approve the reallocation of \$15,900 of the \$26,251 operational budget no longer required for the Roxburgh Entertainment Centre earthquake strengthening to carry out a Conservation Plan.

CARRIED

Note: Mr Dalley resumed the chair.

23.2.4 2023-24 ANNUAL PLAN BUDGET AND FEES AND CHARGES SCHEDULE

To approve the draft budgets and the Teviot Valley ward 2023-24 fees and charges schedule for inclusion in Council's Annual Plan 2023-24 process.

COMMITTEE RESOLUTION

Moved: Dalley
Seconded: Feinerman

That the Teviot Valley Community Board

- A. Receives the report and accepts the level of significance.
- B. Agrees to accept the Teviot Valley Ward draft 2023-24 Annual Plan budgets and recommend to Council for inclusion in the 2023-24 Annual Plan.
- C. Agrees to accept the Teviot Valley Ward 2023-24 Fees and Charges schedule and recommend to Council for inclusion in the 2023-24 Annual Plan.

CARRIED

23.2.5 TEVIOT VALLEY FINANCIAL REPORT FOR THE PERIOD ENDING 31 DECEMBER 2022

To consider the financial performance overview as at 31 December 2022.

COMMITTEE RESOLUTION

Moved: Dalley
Seconded: Jessop

That the report be received

.CARRIED

23.2.6 PLAN CHANGE 19 UPDATE

To update the Community Board on the progress of Plan Change 19 including detailing the process, submissions received, and next stages.

COMMITTEE RESOLUTION

Moved: Dalley
Seconded: Jessop

That the report be received.

CARRIED

6 MAYOR'S REPORT**23.2.7 MAYOR'S REPORT**

His Worship the Mayor gave an overview of his recent activities in the Teviot Valley before responding to questions.

COMMITTEE RESOLUTION

Moved: Dalley
Seconded: Feinerman

That the Teviot Valley Community Board receives the report.

CARRIED

7 CHAIR'S REPORT**23.2.8 CHAIR'S REPORT**

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

- Noted there was discussion around the Lake Onslow project and how the valley might be able to accommodate it. Noted a meeting with Assoc Prof Earl Bardsley to discuss details and how his research has shaped his ideas for water storage.
 - Attended the Mt Benger A&P Show and helped the waste team inform people about the changes to the waste management offering.
 - Noted the recent communications around service requests.
-

COMMITTEE RESOLUTION

Moved: Dalley
Seconded: Booth

That the report be received.

CARRIED

8 MEMBERS' REPORTS**23.2.9 MEMBERS' REPORTS**

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

Cr Feinerman reported on the following:

- Attended the Mt Benger A&P show and helped with the waste minimisation tent.
 - Met with Derek Shaw from Emergency Management to discuss emergency planning.
 - Attended a site visit to discuss issues with the new road surface on Sanders Road.
 - Attended a meeting of the pool committee.
 - Update members on discussions at this month's Council meeting.
 - Spoke at the Town and Country Club dinner. Key topics discussed were the Spatial Plan, the new pool and kerbside collection.
 - Attended the Teviot Valley Spatial Planning meeting.
-

Mr Read reported on the following:

- Attended a meeting for the Tuapeka County Bursary Trust.
- Noted there was a dead tree which was planted as a memorial for World War Two, and needed to be replaced.

Ms Booth reported on the following:

- Attended a Roxburgh Medical Centre meeting.
- Attended a Medical Services Trust meeting.

Mr Jessop reported on the following:

- Attended a Museum committee meeting, plan to develop the museum Playing on the 14th April
- Attended a Teviot Prospects meeting. Noted discussion around the formation of a mountain bike track on Grovers Hill.
- Attended a Millers Flat coffee group meeting.
- Reported positive feedback from the Cavalcade in Millers Flat.
- Attended the Teviot Valley Spatial Planning meeting.
- Noted concern from residents around activity at the gold mine site in Millers Flat.

COMMITTEE RESOLUTION

Moved: Dalley
Seconded: Jessop

That the report be received.

CARRIED

9 STATUS REPORTS

23.2.10 MARCH 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: Dalley
Seconded: Read

That the report be received.

CARRIED

10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 4 May 2023.

11 RESOLUTION TO EXCLUDE THE PUBLIC**COMMITTEE RESOLUTION**

Moved: Dalley
Seconded: Feinerman

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
23.2.11 - March 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 at 4.26 pm and the meeting closed at 4.37 pm.

4 DECLARATIONS OF INTEREST

23.3.1 DECLARATIONS OF INTEREST REGISTER

Doc ID: 652315

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 - 20230504 TVCB Declarations of Interests.pdf [↓](#)

5 REPORTS

23.3.2 TEVIOT VALLEY WALKWAYS COMMITTEE

Doc ID: 626221

1. Purpose of Report

To consider the wishes of the Board regarding the Teviot Valley Walkways Committee.

Recommendations

That the Teviot Valley Community Board

- A. Receives the report and accepts the level of significance.
- B. Decides whether the Teviot Valley Walkways Committee should remain a subcommittee of the Board.

2. Background

In June 2021, a report was discussed at the Teviot Valley Community Board meeting regarding the Teviot Valley Walkways Committee (attached 21.5.2 Allocation of Teviot Valley Walkways Reserve Fund).

3. Discussion

The paper made several recommendations. First that a work programme should be agreed to and that any residual funds in the walkways committee account at the time be transferred to the general reserves account and the walkways committee account closed. Staff also recommended that the delegation of the Teviot Valley Walkways Committee be rescinded.

Following the conversation, the Board resolved that there was no need to close the account following completion of the agreed work programme. The Board also resolved they should recommend to Council that there be a review of the delegation regarding the Teviot Valley Walkways Committee the next time the delegations manual was updated. During the meeting, discussion had focussed on the relationship between the Board and the Committee with no formal structures in place (eg reporting back) and whether the delegation was still required.

The key resolutions from 21.5.2 that were carried at that meeting are as follows:

COMMITTEE RESOLUTION

Moved: Jeffery
Seconded: Aitchison

- B. Approves the proposed work programme and expenditure to come from the Teviot Valley Walkways Reserve.

CARRIED

COMMITTEE RESOLUTION

Moved: Gunn
Seconded: Feinerman

- C. Agrees to retain the Teviot Valley Walkways Reserve account.

CARRIED

COMMITTEE RESOLUTION

Moved: Jeffery
Seconded: Feinerman

- D. Recommend to Council that the delegation from the Teviot Valley Community Board to the Teviot Valley Walkways Committee be reviewed as part of the next delegation manual update.

CARRIED

While updating the Delegations Register for Council, it became clear that the resolution for Council to consider the delegation to the Walkways Committee was too ambiguous in determining what the Board wished for the Council to consider; whether it wanted the delegation to remain or be removed. The delegation for a subcommittee should remain with the body for which it reports, in this case the Teviot Valley Community Board and therefore Council has no authority to make a decision on the existence of the Walkways Committee. Rather, Council's role is to decide whether it remains in the overall delegations document.

4. Financial Considerations

There are no financial considerations as a result of this decision.

5. Options

Option 1 – (Recommended)

Decides whether the Teviot Valley Walkways Committee should remain a subcommittee of the Board.

Advantages:

- Will provide clarity on what was intended from the June 2021 meeting.

Disadvantages:

- None identified.

Option 2

Does not decide whether the Teviot Valley Walkways Committee should remain a subcommittee of the Board.

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Advantages:

- A lack of clarity will remain on whether the Teviot Valley Walkways Committee should remain a subcommittee of the Board.

Disadvantages:

- None identified.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables democratic local decision making and action by, and on behalf of communities by helping to understand which community boards have subcommittees.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes, community boards may decide the future of their subcommittees.
Considerations as to sustainability, the environment and climate change impacts	There are no considerations to be made as a result of this decision.
Risks Analysis	There are no specific risks associated with this decision.
Significance, Consultation and Engagement (internal and external)	This does not meet the threshold for consultation.

7. Next Steps

Depending on the outcome, either there needs to be no change or a report to Council to express the wish to have the subcommittee removed from the delegations.

8. Attachments

Appendix 1 - Teviot Valley Community Board Report 17 Jun 2021 [535169] [↓](#)

Report author:



Wayne McEnteer
Governance Manager
16/04/2023

Reviewed and authorised by:



Saskia Righarts
Group Manager - Business Support
28/04/2023



17 June 2021

21.5.2 ALLOCATION OF TEVIOT VALLEY WALKWAYS RESERVE FUND

Doc ID: 535169

1. Purpose of Report

To consider allocating the balance of the Teviot Valley Walkways Reserve fund to improve the local walkway network in the 2021/2022 financial year.

Recommendations

That the Teviot Valley Community Board

- A. Receives the report and accepts the level of significance.
- B. Approves the proposed work programme and expenditure to come from the Teviot Valley Walkways Reserve.
- C. Agrees that any funds left unspent in the Teviot Valley Walkways Reserve account at the end of the 2021/2022 financial year be consolidated with the General Reserves.
- D. Recommend to Council that the delegation from the Teviot Valley Community Board to the Teviot Valley Walkways Committee be rescinded and the Delegation Manual updated.

2. Background

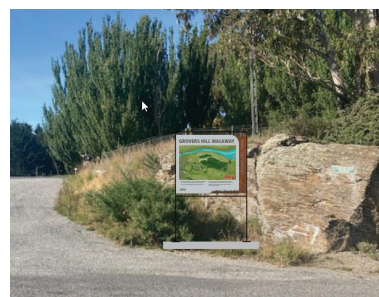
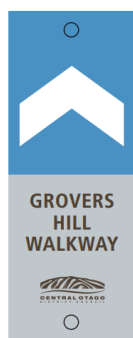
The Teviot Valley Walkways Reserve fund was established to construct a network of walking tracks in the Teviot Valley. The reserve has primarily been funded through grants that the Teviot Valley Walkways Committee made application for.

The Teviot Valley Walkways Committee (TVWC) is a delegated committee of the Teviot Valley Community Board (The Board), with one Board member appointed each term.

There is no definition or terms of reference to further define the membership, role, and responsibilities for the group.

Funding was allocated from the Walkway Reserve fund in the 2018 – 2028 Long-Term Plan to improve walkway signage. In the 2020/2021 year that funding has been allocated to develop new signage for the Grover's Hill walkway, samples of which are shown below.

Panel Size: 300 x 120mm



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A member of the TVWC presented to the Board on 22 April 2021 outlining the achievements and ambitions of the group.

The key request was for the release of the Teviot Valley Walkways Reserve fund balance to the 2020/2021 year to continue quality improvements across the network.

The principal purpose is to continue, as far as the funding allows, signage upgrades on the Roxburgh River Track, Horseshoe Bend track, and track surface upgrades on the Roxburgh Rover Track and the Grovers Hill track.

Where that funding falls short, the funding provided in the 2021 – 2031 Long-Term Plan will be utilised to continue the programme.

3. Discussion

The Need for Track Improvement

The walks developed through the Teviot Valley are up to twenty years old. The demand and utilisation for these assets has grown over this period with users now including out-of-district visitors which anecdotally are growing in number.

The quality of the tracks and the information on them to assist with wayfinding and interpretation now no longer meets the needs of either locals or visitors from a best practice perspective.

By making it easy to find, traverse, and exit walking tracks, the better the experience is for track users. The more positive their experience, the more likely users are likely to return and/or recommend the tracks to others.

The release of funding to fast-track improvements in both track surface and signage would allow for this result to be achieved quickly.

Strategic Perspective

The proposal to improve these walkways aligns with Council's Central Otago Outdoor Recreation Strategy 2012-2022.

The strategy was developed to identify future recreation opportunities (including walking) and contains several actions relevant to this report specifically:

- pursuing collaboration between agencies to standardise signage and public information to ensure a quality walking experience
- encouraging appropriate standards to meet user demands, and
- identifying and providing information on key access points.

Therefore, the request from TVWC and the aspirations Council has embraced in its strategy can both be met together should the funding be approved.

Financial Considerations

The forecast Teviot Valley Walkways Reserve fund balance as of 30 June 2021 is expected to be \$10,500.

Based both on quotes received and estimates developed, it is proposed that through allocating this funding across the following projects, the funding will achieve most positive improvements to the asset and best community benefit:

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17 June 2021

Grovers Hill steps	\$600
River Track surface rebuild and widening	\$5,000
River Track signage	\$1,000
King George sign location	\$1,200
Horseshoe bend signage	\$2,200
Total	\$10,000

Allocating the entire reserve fund balance will negate the need for a stand-alone walkways reserve fund. Any residual at year end (2021/2022) can be transferred to the General Reserve fund.

Future funding required for the maintenance or improvement of existing tracks, and the construction of new ones, would be considered through Long-Term Plans.

Alternatively, retaining the walkways reserve fund, either wholly or partially in terms of balances, would allow for any external funding to be tagged directly to walkway development.

The Future of the Committee

A further matter for consideration is the future of the Teviot Valley Walkways Committee.

If the funding requested is approved and the reserve is no longer required, it may be appropriate to disestablish the fund and rescind the delegation to the committee from the Board.

As mentioned above, the Long-Term Planning processes and Council resource will be used to maintain all walkways and deliver the planning and creation of new ones.

A user group with an informal advisory role could take the place of the current structure.

In the absence of a terms of reference, provided under the delegations, the effect of formally retaining or disbanding the Committee are uncertain for both the current members and the community. There has not been discussion with either the current members or the community on this matter.

4. Options

Option 1 – (Recommended)

Approve the proposed work programme and expenditure to come from the Teviot Valley Walkways Reserve and approve that any unspent funds at the end of the 2021/22 financial year are consolidated with General Reserves.

Advantages:

- Addresses the quality issues in respect to track surface and way finding, consequently improving user experience
- Utilises funding that was grant-sourced for the purpose it was intended
- Future track maintenance and capital upgrades will be provided for in the 2021 – 2031 Long Term Plan
- Residual content of the fund at the conclusion of the 2021/2022 financial year is clearly managed.
- Supports the Central Otago Outdoor Recreation Strategy 2012-2022

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Disadvantages:

- Disestablishment of the Teviot Valley Walkways Committee may be perceived as a loss of community leadership.

Option 2

Decline the funding request and retain the Reserve.

Advantages:

- Walkway Reserve fund remains intact and can be drawn down for future requests and projects.
- Fund can be used and replenished as required.
- Fund is explicitly for the walkways network therefore tagging funding for enabling ongoing project opportunities.

Disadvantages:

- Immediate need and opportunity to improve existing assets is slowed down.
- Customer experience is not enhanced.
- Does not directly support the Central Otago Outdoor Recreation Strategy 2012-2022.

5. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the social, economic, and environmental wellbeing of communities, in the present and for the future by providing quality assets that enhance the experience of locals and visitors to the Teviot Valley.
Financial implications – Is this decision consistent with proposed activities and budgets in long term plan/annual plan?	Yes. If approved the request will utilise the reserve balance. Should external funding be sought in the future it can be held in the General Reserve.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes. Council's Central Otago Outdoor Recreation Strategy specifically identifies the need for walkway quality improvements to ensure good visitor experiences. The decision to approve the funding will achieve this outcome.
Considerations as to sustainability, the environment and climate change impacts	The Teviot Valley walkways contribute to the vision for the Sustainability Strategy by providing tourism and employment opportunities and therefore supporting the economy; and to the provision of services that promote well-being.
Risks Analysis	Improving the quality of Teviot Valley walkways addresses health and safety risks such as uneven track surfaces, and their influence on personal safety and Council's reputation.
Significance, Consultation and Engagement (internal and external)	This decision is of low significance when assessed against the Significance and Engagement Policy – there are few people

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17 June 2021

	impacted, the level of financial commitment is low, and it is unlikely to be controversial. It is considered unnecessary to consult on the matter because of these factors.
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6. Next Steps

Complete the design and quotation process for all sites included in this report and then implement.

Once the physical asset improvements are completed, the various promotion tools such as websites will be updated. It may also be opportune to inform the local community about the improved assets with the intention of increasing usage.

Recommend to Council that the delegation from The Board to the Teviot Valley Walkways Committee be rescinded, the Teviot Valley Walkways Reserve fund disestablished, and the Delegation Manual updated.

7. Attachments

Nil

Report author:



Marie Gordon
Parks Officer - Projects
27/05/2021

Reviewed and authorised by:



Louise van der Voort
Executive Manager - Planning and Environment
8/06/2021

6 MAYOR'S REPORT

23.3.3 MAYOR'S REPORT

Doc ID: 650044

1. Purpose

To consider an update from His Worship the Mayor.

Recommendations

That the Teviot Valley Community Board receives the report.

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

2. Attachments

Nil

7 CHAIR'S REPORT

23.3.4 CHAIR'S REPORT

Doc ID: 650045

1. Purpose

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

Recommendations

That the report be received.

2. Attachments

Nil

8 MEMBERS' REPORTS

23.3.5 MEMBERS' REPORTS

Doc ID: 650046

1. Purpose

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

Recommendations

That the report be received.

2. Attachments

Nil

9 STATUS REPORTS

23.3.6 MAY 2023 GOVERNANCE REPORT

Doc ID: 652322

1. Purpose

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

2. Discussion

Status Report

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

Recommendations

That the report be received.

3. Attachments

Appendix 1 - 20230504 TVCB Status Updates [↓](#)

Report author:



Sarah Reynolds
Governance Support Officer
28/04/2023

Reviewed and authorised by:



Saskia Righarts
Group Manager - Business Support
28/04/2023

Status Updates		Committee: Teviot Valley Community Board			
Meeting	Report Title	Resolution No	Resolution	Officer	Status
17/06/2021	Allocation of Teviot Valley Walkways Reserve Fund	21.5.2	<p>That the Teviot Valley Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves the proposed work programme and expenditure to come from the Teviot Valley Walkways Reserve.</p> <p>C. Agrees to retain the Teviot Valley Walkways Reserve account.</p> <p>D. Recommend to Council that the delegation from the Teviot Valley Community Board to the Teviot Valley Walkways Committee be reviewed as part of the next delegation manual update.</p>	Parks Officer - Projects	<p>21 Jun 2021 Action memo sent to Parks Officer - Projects and Finance</p> <p>19 Jul 2021 Signage design being completed on a site-by-site basis, starting with the River Track. Improvements on Grovers Hill will wait until the wind-blown forestry damage is removed.</p> <p>24 Aug 2021 Staff working with Walkways Committee to implement signage and track improvements</p> <p>08 Oct 2021 Staff continue to work with Walkways Committee to implement signage and track improvements</p> <p>10 Nov 2021 Staff are working with the Walkways Committee to implement signage and track improvements.</p> <p>10 Jan 2022 Teviot Walkways Committee have applied to Council for additional funding to contribute to the project cost to upgrade the Roxburgh River Track. Awaiting tree removal on Grovers Hill before completing signage install.</p> <p>14 Mar 2022 Waiting for trees to be removed on the Grovers Hill reserve. Work is now focussed on the Roxburgh River Track. The river track work due to be completed in June.</p> <p>21 Apr 2022</p>

					<p>Walkway development on Grovers Hill and the Roxburgh River track is unlikely to be completed before the end of the financial year due to the time delays caused by the pine tree removal on Grovers Hill and the funding application and swimming pool demolition not yet progressed for the River Track.</p> <p>30 Aug 2022 Walkway development focus is the length adjacent to the swimming pool project. Work was stalled while the pool demolition was carried out. This is now complete and track construction imminent. The balance of the work is subject to a trail funding application to Council.</p> <p>03 Nov 2022 Funding to complete maintenance improvements on the Roxburgh River Track has been approved. Through Teviot Prospects the Walkway Advisory Group and Council staff are coordinating the works for completion in early 2023. The section of track alongside the Roxburgh swimming pool development will not be completed until the pool is completed., Signs for Grovers Hill will be installed once the replanting of the site and track development is resolved.</p> <p>03 Mar 2023 Work on the River Track is stalled by contractor availability. The work is currently deferred on that basis until winter.</p> <p>18 Apr 2023 Work on the River Track is stalled by contractor availability. The work is currently deferred on that basis until winter.</p>
21/10/2021	Promotion Grant Applications 2021 - 22 First Round	21.8.2	<p>That the Teviot Valley Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Declines a promotions grant for the Central Otago District Arts Trust.</p>	Media and Marketing Manager	<p>28 Oct 2021 Action memo sent to the Media and Marketing Manager and to Finance.</p> <p>08 Nov 2021</p>

			<p>GRA210750614 Central Otago District Arts Trust – Cover to Cover events – graphic design</p> <p>Year 1 LTP 2021/22 applied \$700 Decline: \$0</p> <p>C. Approves a promotions grant for Cavalcade Host Town Committee of \$2,500 to be funded from the Roxburgh Promotions Reserve (7033) for marquee hire.</p> <p>GRA210925282 The Cavalcade Host Town Committee Inc. - Millers Flat Cavalcade 2022</p> <p>Year 1 LTP 2021/2022 applied \$10,304 Approve: \$2,500</p> <p>D. Approves a promotions grant of \$500 to be funded from the Teviot Valley Promotions budget for marketing and promotions costs.</p> <p>GRA210804641 Teviot Prospects Cherry Chaos Event Management and Marketing</p> <p>Year 1 LTP 2021/22 applied \$2,000 Approve: \$500</p> <p>Year 2 LTP 2022/23 applied \$2,000 Decline: \$0</p> <p>Year 3 LTP 2023/24 applied \$2,000 Decline: \$0</p>		<p>Applicants advised of Board decision with details on when and how to draw down approved grants</p> <p>19 Jan 2022 Cavalcade grant was uplifted in December. The Cherry Chaos event has been cancelled so the grant has not been uplifted.</p> <p>02 Feb 2022 Email received from Cherry Chaos Event Manager confirming that the approved grant will not be uplifted due to the event not proceeding. Grant will therefore remain available for applications in next funding round.</p> <p>14 Mar 2022 Cavalcade to retrain their promotion grant for their postponed event, now to be held March 2023. Discussed and agreed by Board at February 2022 meeting. On hold until the report back post-event in 2023. ON HOLD</p> <p>02 Jun 2022 No further update expected until after Cavalcade event in February 2023</p> <p>26 Aug 2022 No further update until the event has taken place February/March 2022</p> <p>03 Mar 2023 The cavalcade proceeded as planned. The host town events and hoedown will take place on Saturday 4 March 2023. A report back can be expected within 3 – 4 months of the event to allow for final financial costs to be processed. No further report expected until approx. 30 Jun 2023.</p> <p>18 Apr 2023 Report back not yet available. Staff to follow up if nothing received by end of June 2023 to allow time for all costs etc to be processed.</p>
25/11/2021	Roxburgh Cemetery Trustees	21.9.3	That the Teviot Valley Community Board	Parks and Recreation Manager	<p>30 Nov 2021 Action memo sent to the Parks and Recreation Manager and to Finance.</p>

			<p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees to accept the administration, management and operation of the Roxburgh Cemetery from the Roxburgh Cemetery Trustees to the Central Otago District Council, subject to the land encroachment of the Cemetery being resolved.</p>		<p>14 Jan 2022 The Department of Conservation and the Ministry of Health have been advised of the Board's decision. We are now waiting for DOC to complete the survey and land transfer requirements for the cemetery.</p> <p>14 Mar 2022 Still waiting for DOC to complete the survey and land transfer requirements for the cemetery.</p> <p>21 Apr 2022 There have been no changes since the last advisory.</p> <p>08 Jun 2022 The neighbouring property has now been surveyed. DOC have yet to update Council on next steps.</p> <p>25 Aug 2022 The issue is waiting for DOC to undertake land transfer. Multiple attempts have been made to DOC to progress this work.</p> <p>13 Jan 2023 No further update at this time.</p> <p>03 Mar 2023 No further update.</p> <p>18 Apr 2023 No further updates.</p>
28/11/2019	Otago Fish and Game Council Proposal to Construct a Jetty and Walking Track at Pinders Pond, Roxburgh (COM 07-65-006)	19.9.6	<p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees in principle to the proposal to construct a floating pontoon and associated walking track on Pinders Pond Reserve, and to initiate community engagement on the proposal.</p> <p>C. Notes that a further report will be presented that conveys the findings from the community engagement process and informs a final decision.</p>	Parks Officer - Projects	12 Apr 2022

					<p>December 2019 – Action memo sent to the Parks Officer Projects., January 2020 – Otago Fish and Game Council and Contact Energy are to provide Council with design drawings for the community engagement process., April 2020 – Plans have not yet been made available to plan the community engagement process., June 2020 – Initial scoping of the site and advice on the track detail has been completed by Contact Energy Ltd. Awaiting design detail from Otago Fish and Game Council and Contact Energy so that public consultation can be carried out., July 2020 – Design detail has not yet been received. , September 2020 – Design detail work is progressing., November 2020 – Awaiting detail design material. The planned consultation process is likely to be rescheduled into 2021., December 2020 - Awaiting detail design material., February – July 2021 – Contact was made with Contact Energy Ltd. prior to Christmas requesting a status update. Awaiting detail design material. August 2021 – Further correspondence sent attempting to progress project. Project unable to progress until able to engage with Contact Energy. ON HOLD</p> <p>29 Aug 2022 No communication from either external party so the project has not progressed from the last report.</p> <p>03 Nov 2022 No communication from either external party so the project has not progressed. Plans for the proposed walkway and pontoon are to be supplied to Council and are required to enable quality consultation with the community.</p> <p>03 Mar 2023 Contact Energy contacted staff in early February 2023 with a concept plan and have advised a final design will be provided once completed.</p>
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					18 Apr 2023 Contact Energy have progressed plans for the project and have met with staff to plan the next steps. A report for information is to be prepared for the June 2023 agenda.														
16/06/2022	Roxburgh - Millers Flat Returned and Services' Association Incorporated - Lease Renewal	22.4.2	<p>That the Teviot Valley Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees to grant a lease of approximately 49m², as outlined in the report, over the Roxburgh Service Centre, Lot 2 Deposited Plan 4309, to the Roxburgh – Millers Flat Returned and Services' Association Incorporated.</p> <p>This lease is subject to the Community Leasing and Licensing Policy. The general terms and conditions are as follows:</p> <table><tr><td>Commencement Date:</td><td>14 August 2021.</td></tr><tr><td>Term:</td><td>Fifteen years.</td></tr><tr><td>Rights of Renewal:</td><td>One of fifteen years.</td></tr><tr><td>Final Expiry Date:</td><td>13 August 2051.</td></tr><tr><td>Annual Rent:</td><td>\$1 per annum (if collected)</td></tr><tr><td>Permitted Use:</td><td>RSA Meeting room.</td></tr><tr><td>Special Conditions:</td><td><p>The landlord reserves the months' notice if it requires activities.</p><p>The tenant reserves the right to give notice if they do not require the room for purposes of theatre storage.</p><p>Should the Memorial Hall Council would not be liable for the room. However, should the community use the RSA room.</p><p>Should the RSA not continue to use the room, the group will be advised of the RSA. The Association would have to provide a room for the group would be required.</p></td></tr></table>	Commencement Date:	14 August 2021.	Term:	Fifteen years.	Rights of Renewal:	One of fifteen years.	Final Expiry Date:	13 August 2051.	Annual Rent:	\$1 per annum (if collected)	Permitted Use:	RSA Meeting room.	Special Conditions:	<p>The landlord reserves the months' notice if it requires activities.</p> <p>The tenant reserves the right to give notice if they do not require the room for purposes of theatre storage.</p> <p>Should the Memorial Hall Council would not be liable for the room. However, should the community use the RSA room.</p> <p>Should the RSA not continue to use the room, the group will be advised of the RSA. The Association would have to provide a room for the group would be required.</p>	Project Manager - Organisational	24 Aug 2022 Lease agreement issued to the RSA. Following up on signature. 07 Nov 2022 Awaiting RSA's signature on the lease. An offer by staff has been made to meet with members to run through the document. 23 Dec 2022 Awaiting response from RSA. Property and Facilities Officer is following up. 02 Mar 2023 Continuing to follow this up with the RSA. We are trying to coordinate a meeting to discuss the lease. 06 Apr 2023 Agreement signed. MATTER CLOSED
Commencement Date:	14 August 2021.																		
Term:	Fifteen years.																		
Rights of Renewal:	One of fifteen years.																		
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			<p>Division of the RSA) rather than an unrelated group. The Council would require the successor to be identified by the RSA and meet the approval of the Roxburgh Community Board.</p> <p>If there is no apparent successor for using the room will revert to the control of the Council.</p>		
24/11/2022	Grovers Hill Recreation Reserve Re-Planting Options	22.7.2	<p>That the Teviot Valley Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees that the Roxburgh Recreation Reserve area – Grovers Hill is replanted with eleven hectares of Pinus attenuata and one hectare of mixed natives.</p>	Parks and Recreation Manager	<p>09 Dec 2022 Sent and copied 1 December 2022</p> <p>13 Jan 2023 There will be no further updates until autumn when site is anticipated to be windrowed ready for planting.</p> <p>03 Mar 2023 No further update at this time.</p> <p>18 Apr 2023 Windrowing has been completed pest management will be undertaken as the next phase.</p>
23/03/2023	Application to Stop Part of Branhholm Street	23.2.2	<p>That the Teviot Valley Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. To recommend to Council to approve the proposal to stop the unformed portion of Branhholm Street identified as Section 1 in figure 5, being approximately 268 square metres, subject to:</p> <ul style="list-style-type: none"> <input type="checkbox"/> The Applicants paying all costs associated with the stopping, including purchase of the land at valuation. <input type="checkbox"/> The Applicants obtaining the consent of the owner of Lot 1 DP 7225. <input type="checkbox"/> The land being amalgamated with record of title OT400/197 (Lot 1 DP 4138). <input type="checkbox"/> The stopping being approved by the Minister of Lands. 	Team Leader - Statutory Property	<p>03 Apr 2023 Action memo sent to staff.</p> <p>26 Apr 2023 Recommendation presented to Council. Matter Closed.</p>

			<p><input type="checkbox"/> The final survey plan being approved by the Chief Executive Officer.</p> <p>B. To recommend to Council to approve the proposal to stop the unformed portion of Branhholm Street identified as Section 1 in figure 5, being approximately 268 square metres, subject to:</p> <ul style="list-style-type: none"> <input type="checkbox"/> The Applicants paying all other costs associated with the stopping. <input type="checkbox"/> The land identified as Section 1 in figure 5, being transferred to the Applicants for \$1. - The Applicants obtaining the consent of the owner of Lot 1 DP 7225. - The land being amalgamated with record of title OT400/197 (Lot 1 DP 4138). - The stopping being approved by the Minister of Lands. - The final survey plan being approved by the Chief Executive Officer. <p>ith Cr Feinerman and Mr Read recorded their vote against</p> <p>C. Authorises the Chief Executive to do all that is necessary to give effect to the resolution.</p>		
23/03/2023	Roxburgh Entertainment Centre Maintenance Project	23.2.3	<p>That the Teviot Valley Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Approves the Roxburgh Entertainment Centre roof repair costs, estimated at an initial cost of \$61,000 and ongoing of \$1,500, are included in the Long-term Plan 2024-34.</p> <p>C. Notes the Roxburgh Entertainment Centre is no longer required to be earthquake strengthened to</p>	Project Manager - Organisational	<p>03 Apr 2023 Action memo sent to staff.</p> <p>06 Apr 2023 Council staff has engaged engineer to undertake the work described in the report.</p>

			<p>67% NBS IL4. This is because the Central Otago Emergency Management is going to execute a memorandum of understanding with the Roxburgh Area School to use their hall as the ward's Civil Defence Centre.</p> <p>D. To approve the reallocation of \$336,000 of the \$362,000 capital budget no longer required to earthquake strengthen the Roxburgh Entertainment Centre to the full replacement of the south wall (WSP Report Option 3), and an Asbestos Refurbishment Survey and Building Condition Assessment.</p> <p>E. To approve the reallocation of \$15,900 of the \$26,251 operational budget no longer required for the Roxburgh Entertainment Centre earthquake strengthening to carry out a Conservation Plan.</p>		
23/03/2023	2023-24 Annual Plan Budget and Fees and Charges Schedule	23.2.4	<p>That the Teviot Valley Community Board</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees to accept the Teviot Valley Ward draft 2023-24 Annual Plan budgets and recommend to Council for inclusion in the 2023-24 Annual Plan.</p> <p>C. Agrees to accept the Teviot Valley Ward 2023-24 Fees and Charges schedule and recommend to Council for inclusion in the 2023-24 Annual Plan.</p>	Chief Financial Officer	<p>03 Apr 2023 Action memo sent to staff.</p> <p>27 Apr 2023 The 2023-24 Annual Plan budget and fees and charges will be submitted to Council for inclusion in the 2023-24 Annual Plan for adoption on 30 June 2023. CLOSED</p>

10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 23 May 2023.