



AGENDA

Maniototo Community Board Meeting Thursday, 25 January 2024

Date: Thursday, 25 January 2024

Time: 2.00 pm

**Location: Ranfurly Service Centre, 15 Pery Street,
Ranfurly**

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

**Peter Kelly
Chief Executive Officer**

Notice is hereby given that a meeting of the Maniototo Community Board will be held in Ranfurly Service Centre, 15 Pery Street, Ranfurly and live streamed via Microsoft Teams on Thursday, 25 January 2024 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 R Hazlett (Chair), Mr M Harris, Cr S Duncan, Mr D Helm, Ms R McAuley

In Attendance T Cadogan (Mayor), P Kelly (Chief Executive Officer), L van der Voort (Group Manager - Planning and Infrastructure), Q Penniall (Infrastructure Manager), S Righarts (Group Manager - Business Support), D Rushbrook (Group Manager - Community Vision), D Scoones (Group Manager - Community Experience), S Reynolds (Governance Support Officer)

1 APOLOGIES

2 PUBLIC FORUM

3 CONDOLENCES

4 CONFIRMATION OF MINUTES

Maniototo Community Board - 30 November 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, 30 NOVEMBER 2023
COMMENCING AT 2.00 PM**

PRESENT: Mr R Hazlett, Mr M Harris, Cr S Duncan, Mr D Helm

IN ATTENDANCE: P Kelly (Chief Executive Officer), Q Penniall (Infrastructure Manager), D Rushbrook (Group Manager - Community Vision), D Scoones (Group Manager - Community Experience), J Remnant (Asset Management Team Leader), D McKewen (Systems and Corporate Accountant), M Tohill (Communications Officer), S Reynolds (Governance Support Officer)

1 APOLOGIES

There were no apologies.

2 PUBLIC FORUM

There were no speakers at public forum.

3 CONDOLENCES

The chair referred to the death of Shirley Ponton. Members stood for a moment's silence as a mark of respect.

4 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Helm
Seconded: Duncan

That the public minutes of the Maniototo Community Board Meeting held on 26 October 2023 be confirmed as a true and correct record.

CARRIED

5 DECLARATIONS OF INTEREST

Members were reminded of their obligations in respect of declaring any interests. There were no further declarations of interest.

6 REPORTS

23.6.2 WEDDERBURN HALL - OFFER TO PURCHASE

To consider an expression of interest from the owner of Wedderburn Tavern to purchase the Wedderburn Town Hall and property.

It was noted that the property was Crown derived and subject to the Ngāi Tahu Claims Settlement Act 1998 and therefore cannot be sold as Council did not own the Hall property.

COMMITTEE RESOLUTION

Moved: Duncan

Seconded: Helm

That the Maniototo Community Board

- A. Receives the report and accepts the level of significance.
- B. Decline the offer to purchase the Wedderburn Hall given its legal status.
- C. Resolves to engage with the Wedderburn community of interest through the Wedderburn Community Association regarding the issues relating to the future use of the Wedderburn Hall property – section 13, and the community's commitment to managing the Wedderburn Hall in manner acceptable to Council who have the gazetted responsibility from the Crown to control the Hall property.

CARRIED

23.6.3 MANIOTOTO FINANCIAL REPORT FOR THE PERIOD ENDING 30 SEPTEMBER 2023

To consider the financial performance overview as at 30 September 2023.

COMMITTEE RESOLUTION

Moved: Harris

Seconded: Duncan

That the report be received.

CARRIED

7 MAYOR'S REPORT

23.6.4 MAYOR'S REPORT

His Worship the Mayor was not present at this meeting.

8 CHAIR'S REPORT

23.6.5 CHAIR'S REPORT

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

- Noted the unveiling of the new Rail Trail sculpture near Hayes Engineering next Monday
 - Noted that the Oturehua Domain Swimming Pool has a new cover currently being installed
 - Detailed the expansion of Oturehua and the issues of water supply
 - Met with Kristina Wills to get an update on the plans for this weekend's 125th Celebrations
 - Noted some issues with roading in the district
-

- Requested an update on the environmental maintenance programme, as some spraying and tree cutting was not being done
 - Noted there have been some sightings of wallabies in the ward
-

COMMITTEE RESOLUTION

Moved: Duncan

Seconded: Harris

That the report be received.

CARRIED

9 MEMBERS' REPORTS

23.6.6 MEMBERS' REPORTS

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

Mr Harris reported on the following:

- Has had complaints from members of the community about why the old toilets were not kept open for the 125th celebrations
- Noted the roading issues in the ward

Mr Helm reported on the following:

- Acknowledged that the town is looking tidy ahead of the 125th Ranfurly Celebrations
- Noted the issue with broom around the ward

Cr Duncan reported on the following:

- Noted the large forecasted rate increases of around 20% rate, acknowledged that the staff are working hard to see where reductions can be made
 - Attended a regional road meeting in Gore, recognising that the issues Central Otago District Council are experiencing are not unique
 - Noted with anticipation the Ranfurly Celebrations 125th event and acknowledged the work that has been done throughout the planning stages
 - Gave an update on this week's Council meeting
-

COMMITTEE RESOLUTION

Moved: Helm

Seconded: Harris

That the report be received.

CARRIED

10 STATUS REPORTS**23.6.7 NOVEMBER 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: Harris

Seconded: Helm

That the report be received.

CARRIED

11 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 25 January 2024.

The meeting closed at 2.43 pm

.....
CHAIR / /

5 DECLARATIONS OF INTEREST

24.1.1 DECLARATIONS OF INTEREST REGISTER

Doc ID: 1415365

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 - 20240125 MCB Declarations of Interest.docx [↓](#)

Name	Member's Declared Interests	Spouse/Partner's Declared Interests	Council Appointments
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
Mark Harris	Maniototo Lions (member) Ranfurly Curling Club (member)		Patearoa Recreation Reserve Committee
Robert Hazlett	D S Hazlett & Sons (Director)		Taieri Lake Recreation Reserve Committee

Name	Member's Declared Interests	Spouse/Partner's Declared Interests	Council Appointments
Duncan Helm	Maniototo Rugby Club (Life member) Sassenachs Rugby Club (member) Garibaldi Curling Club (member) St John Ambulance (Officer and Committee member) Sheep and beef farm (owner) Gimmerburn Cemetery (Committee member)	Nurse Manager at Maniototo Hospital	
Rebecca McAuley	Maniototo Squash Club (Secretary)		Maniototo Community Arts Council

6 REPORTS

24.1.2 DELEGATIONS TO COMMUNITY BOARDS

Doc ID: 1432526

1. Purpose

To consider the proposed changes to the Manual of Delegations in relation to community boards.

Recommendations

- A. Receives the report and notes the level of significance.
 - B. Notes the ability for the Maniototo Community Board to make a submission on proposed changes to the Manual of Delegations regarding delegations to community boards.
 - C. Notes that written submissions need to be made to the Governance Manager by Sunday 11 February 2024.
-

2. Discussion

Background

S52 of the Local Government Act 2002 describes the role of community boards in the following way:

The role of a community board is to—

- a) represent, and act as an advocate for, the interests of its community; and
- b) consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board; and
- c) maintain an overview of services provided by the territorial authority within the community; and
- d) prepare an annual submission to the territorial authority for expenditure within the community; and
- e) communicate with community organisations and special interest groups within the community; and
- f) undertake any other responsibilities that are delegated to it by the territorial authority.

Traditionally, community boards in the Central Otago district have exercised delegations over and above these key roles identified in legislation. In particular, they have had an implied control over assets in their wards including land and revenues. This has relied on a two-step process of gaining community board approval before ratification at Council.

Recently, the long-term planning process and the challenging operating environment going forward has prompted Council to reconsider the continued appropriateness of these delegations and implied powers of the community boards, with a view to amending them to better align with the legislation.

Proposal

It is proposed that much of the delegated authority given to community boards be returned to Council. Also, it is proposed that the delegation by exception be removed and that community boards have specific powers to act.

Instead, community boards would be tasked with advocating and gaining feedback from a grassroots level within their wards in accordance with provisions in the Local Government Act 2002, and then be able to feed this back to Council.

These changes acknowledge the ongoing importance of the community boards in being a strong voice for their community, while ensuring that a whole district view is taken in critical decisions that are currently facing the community. These changes are reflected in the attached appendix.

Feedback and Submission process

Members will have the opportunity to discuss the proposed changes at the meeting. After the meeting, further thoughts on the changes can be provided in writing. These are due to the Governance Manager by the end of Sunday 11 February 2024.

Next steps

Once feedback and any submissions from boards are received, they will be collated into a report that will be presented to Council at their February 2024 meeting.

3. Attachments**Appendix 1 - Proposed Revised Community Board Delegations** [↓](#)

Report author:



Peter Kelly
Chief Executive Officer
10/01/2024

COMMUNITY BOARDS

REPORTING TO: Council

CONSTITUTION:

Vincent Community Board	Four directly elected representatives and three appointees
Cromwell Community Board	Four directly elected representatives and three appointees
Teviot Valley Community Board	Four directly elected representatives and one appointee
Maniototo Community Board	Four directly elected representatives and one appointee

MEETING FREQUENCY: Every six weeks or as required

OBJECTIVES:

(Local Government Act, 2002 - section 52)

1. To represent, and act as an advocate for, the interests of its community.
2. To consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the Community Board.
3. To maintain an overview of services provided by the territorial authority within the community.
4. To prepare an annual submission to the territorial authority for expenditure within the community.
5. To communicate with community organisations and special interest groups within the community.
6. To undertake any other responsibilities that are delegated to it by the territorial authority.

POWER TO ACT:

The Council delegates to the community boards the following functions, duties, powers and discretions, as they apply to their respective ward(s), subject to any delegation made by the Council on a "district-wide" basis:

Community wellbeing

- a) promote the social, economic, environmental and cultural well-being of local communities
- b) monitor the overall well-being of local communities

Community leadership

- a) to provide leadership to local communities on the strategic issues and opportunities that they face
- b) identify key issues and opportunities that will affect the future of the board's community and work with Council staff and other local representatives to facilitate multi-agency collaborative opportunities
- c) promote a shared vision for the board's community and develop and promote ways to work with others to achieve positive outcomes

- d) provide a local community perspective on Council's long term plan key performance indicators and levels of service as detailed in the long term plan, and on local expenditure, rating impacts and priorities

Engagement and relationships

- a) to develop relationships and communicate with key community organisations, special interest groups, residents and businesses within the community

Advocacy

- a) as part of the long term plan or annual plan process, outline the relative priorities for the delivery of district services and levels of service within the board area.
- b) Advocate on policies relating to services and programmes which have effects at ward level
- c) monitor the services Council delivers its communities and assess the extent these services meet community needs or the expected level of service
- d) advocate to Council on any other matters that the board resolves to do so.

Submissions

- a) Make formal submissions on Reserve Management Plans under the Reserves Act 1977
- b) Make submissions in respect of parking and traffic management including the placement of road signage, controls on vehicle parking, traffic constraints and controls. The Board will also put forward its preference for priorities for road improvement works within the Board's area.

Local activities

- a) Make grants and donations within approved budgets
- b) Advise Council on rates, user charges and fees to fund activities and services located in the relevant ward
- c) Provision of street naming and reserve naming within their ward

Limitations on Authority

- a) The community board's "power to act", pursuant to this delegation, is limited to matters which relate *solely* to the Ward.
- b) The community board has a responsibility to ensure that its policies, actions and decisions are always within the overall strategic plans and direction, annual and long-term plans, policies and priority programmes adopted by the Council. Whenever a community board considers that this is either not possible or in the circumstances of the case not felt to be desirable, the community board's decision will be by way of a recommendation to the Council.
- c) Before making any decision pursuant to these delegated functions, duties and powers, the community board will satisfy itself (where appropriate) that adequate provision has been made in the approved estimates for the proposed works.

7 MAYOR'S REPORT

24.1.3 MAYOR'S REPORT

Doc ID: 1421552

1. Purpose

To consider an update from His Worship the Mayor.

Recommendations

That the Maniototo 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

8 CHAIR'S REPORT

24.1.4 CHAIR'S REPORT

Doc ID: 1415367

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

9 MEMBERS' REPORTS

24.1.5 MEMBERS' REPORTS

Doc ID: 1415368

1. Purpose

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

Recommendations

That the report be received.

2. Attachments

Nil

10 STATUS REPORTS

24.1.6 JANUARY 2024 GOVERNANCE REPORT

Doc ID: 1415369

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.

Recommendations

That the report be received.

2. Discussion

Status Reports

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

3. Attachments

Appendix 1 - 20240125 MCB Status Updates [↓](#)

Report author:



Sarah Reynolds
Governance Support Officer
10/01/2024

Reviewed and authorised by:



Saskia Righarts
Group Manager - Business Support
10/01/2024

Status Updates		Committee: Maniototo Community Board			
Meeting	Report Title	Resolution No	Resolution	Officer	Status
30/11/2023	Wedderburn Hall - Offer to Purchase	23.6.2	That the Maniototo Community Board: A. Receives the report and accepts the level of significance. B. Decline the offer to purchase the Wedderburn Hall given its legal status. C. Resolves to engage with the Wedderburn community of interest through the Wedderburn Community Association regarding the issues relating to the future use of the Wedderburn Hall property – section 13, and the community's commitment to managing the Wedderburn Hall in manner acceptable to Council who have the gazetted responsibility from the Crown to control the Hall property.	Asset Management Team Leader - Property	05 Dec 2023 Advised owner of Wedderburn Tavern that the offer to purchase the Wedderburn Hall was declined and the reason why due to its legal status.
14/09/2023	2023/24 Community and Promotions Grants Applications - 1st Funding Round	23.4.2	That the Maniototo Community Board: A. Receives the report and accepts the level of significance. B. Allocates \$8,300 to the Maniototo Early Settlers Association Inc. towards annual operating costs from the 2023/24 community grants budget. C. Allocates \$4,000 to the Naseby Information and Craft Inc. towards annual expenses from the 2023/24 community grants budget. D. Allocated \$2,500 to Naseby Vision Inc toward a new information map in Naseby from the 2023/24 promotions grant budget.	Community Development Advisor	08 Jan 2024 No further update from Naseby Vision. Grant not yet uplifted. 09 Nov 2023 Grants to the Maniototo Early Settlers Association Inc and the Naseby Information and Craft Inc. have been paid. Staff will ensure accountability reports are provided when due. No further update from Naseby Vision. Grant not yet uplifted. 17 Oct 2023 All applicants advised of Board decision and supplied with details on how to uplift grant.
16/03/2023	Request to Fill the Former Ranfurly Ice Rink with Water	23.1.4	That the Maniototo Community Board: A. Receives the report and accepts the level of significance. B. Declines the request for filling the former Ranfurly Ice Rink with water, add plantings and create walkways around the site.	Parks and Recreation Manager	08 Jan 2024 No further updates, yet to be advertised. 07 Nov 2023 Advertisements for other parties to graze this area will be undertaken shortly. 17 Oct 2023 No response from Rugby advertisements for other parties to graze this area will be undertaken shortly.

			C. The Maniototo Rugby Club is approached to determine their interest in leasing the site for additional cropping.		<p>22 Aug 2023 Several attempts have been made to follow up on this with the Rugby Club. No response has been received. It is now proposed that the area be advertised for grazing from interested parties.</p> <p>21 Jul 2023 No update.</p> <p>01 Jun 2023 No response received from Rugby Club.</p> <p>18 Apr 2023 Letter sent to Rugby club to ascertain if they would like to lease the area for cropping, no response received to date.</p> <p>27 Mar 2023 Action memo sent to staff.</p>
25/06/2020	Lease of Kyeburn Reserve	20.3.6	<p>That the Maniototo Community Board:</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Agrees to formally acknowledge that the Kyeburn Hall is owned by the Kyeburn Hall Committee.</p> <p>C. Agrees to recommend that Council grants the Committee a lease pursuant to Section 61 (2A) of the Reserves Act 1977, on the following terms:</p> <ol style="list-style-type: none"> 1. Permitted use: Community Hall 2. Term: 33 years 3. Rights of Renewal: None 4. Land Description: Sec 20 Blk VII Maniototo SD 5. Area: 0.4837 hectares 6. Rent: \$1.00 per annum if requested <p>Subject to the Kyeburn Hall Committee:</p> <ol style="list-style-type: none"> 1. Becoming an Incorporated Society 2. Being responsible for all outgoings, including utilities, electricity telephone, rubbish collection, rates and ground maintenance. 	Asset Management Team Leader - Property	<p>09 Jan 2024 No further information from Kyeburn Hall Committee.</p> <p>02 Nov 2023 Requested that the Kyeburn Hall Committee table this issue at their AGM. The Kyeburn Hall Committee reported back that it is under discussion with the Kyeburn Library Committee Inc. as they are already incorporated.</p> <p>03 Oct 2023 No Change.</p> <p>22 Aug 2023 No change.</p> <p>18 Jul 2023 No change.</p> <p>01 Jun 2023 No change.</p> <p>27 Apr 2023 No change. ON HOLD</p> <p>28 Feb 2023 No Change</p> <p>19 Jan 2023 On hold. No change.</p> <p>15 Nov 2022</p>

					<p>Further informal discussions have taken place regarding an existing entity taking up the lease. Awaiting feedback from the committee.</p> <p>29 Aug 2022 On hold. No change.</p> <p>08 Jun 2022 On hold - no change.</p> <p>29 Apr 2022 No further update at this stage.</p> <p>August 2021 On hold until meeting able to take place. On Hold.</p> <p>July 2021 The Committee requested that the meeting be delayed until July, due to an illness.</p> <p>May 2021 due to delays, Property and Facilities Officer – Ranfurly to discuss next steps with Committee in June.</p> <p>February - April 2021 Property and Facilities Officer - Ranfurly to meet Committee in May 2021 and discuss next steps.</p> <p>24 July 2020 Council ratified the lease. Waiting for confirmation from the Hall Committee of their Incorporated status to issue the lease.</p> <p>25 June 2020 Kyebrum Hall Committee advised of Board's resolution. Report for ratification of Lease going to Council on 15 July 2020.</p> <p>June 2020 Action memo sent to Property and Facilities Officer - Ranfurly.</p>
12/09/2019	Ex Patearoa School Building - Consent to Sublease (PRO 64-5111-L1)	19.5.9	<p>That the Maniototo Community Board:</p> <p>A. <u>RESOLVED</u> that the report be received, and the level of significance accepted.</p> <p>B. <u>RESOLVED</u> that the Board consent to the Patearoa Community Trust Incorporated subleasing the school building to Dairy Farm Partnership for a term expiring</p>	Asset Management Team Leader - Property	<p>02 Nov 2023 We have been advised that the Patearoa Community Trust is not going to pursue a sublease, so there will be no further action.</p> <p>MATTER CLOSED</p> <p>03 Oct 2023 No Change.</p> <p>22 Aug 2023</p>

			<p>31 December 2021, subject to the Chief Executive Officer being satisfied with the sublease agreement.</p> <p>C. RESOLVED that the Board consent to a variation of the lease between the Patearoa Community Trust Incorporated and Council by amending clause 3.2 to refer specifically to any future income from “a camping ground”, when the Trust income from the reserve is greater than operating costs.</p>		<p>No change.</p> <p>18 Jul 2023 No change.</p> <p>01 Jun 2023 No change.</p> <p>27 Apr 2023 No change.</p> <p>28 Feb 2023 No Change</p> <p>19 Jan 2023 December 22 – Licence to Occupy has been issued to Taiki Maniototo for .9ha. A proposal to formalise a lease for the school building will be brought to the Board in 2023</p> <p>15 Nov 2022 A Licence to Occupy is being worked on for .9ha, including the decommissioned swimming pool with Taiki Maniototo, it has been publicly advertised calling for submissions. A proposal to lease the school building will be brought back to the Board in 2023.</p> <p>29 Aug 2022 The Patearoa Community Trust have passed back the lease of the Patearoa School Section to Council where the sub lease was to be issued. Dairy Farm Partnership entity no longer occupy the building. The Patearoa Community Trust will be issued with a variation of lease for the remaining section 66 Blk Upper Taieri SD (Tennis Pavilion and Courts), permitted use being not for profit recreational activities.</p> <p>08 Jun 2022 No further update.</p> <p>29 Apr 2022 No further update at this stage.</p> <p>March 2022 No further update currently.</p> <p>February 2022</p>
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					<p>The Patearoa Community Trust have informally contacted staff regarding the lease. Discussions continue with the Trust. The January 2022 review is a rent review.</p> <p>August 2021 No response from Chairman of the Patearoa Community Trust, the lease is up for review in 2022 with the process commencing in January 2022. On hold until lease is reviewed in 2022.</p> <p>July 2021 Formally emailed the Chair of the Patearoa Community Trust to progress matters but have not yet received a reply.</p> <p>June 2021 Letter sent to Patearoa Community Trust chairman (Hunter Stevenson), requesting a copy of the sub lease given it is understood Dairy Farm Partnership continue to occupy the school building on an exclusive, permanent basis for which the Trust is receiving payment. Letter copied to Max Paterson.</p> <p>September 2020 Updates to resume once matter no longer on hold.</p> <p>May – July 2020 No further progress to date</p> <p>March 2020 As per the below. Resolution to be placed on hold until the agreement has been received.</p> <p>January 2020 Patearoa Community Trust have advised that they are on hold with the proposed sub-lease with Dairy Farm Partnership.</p> <p>November 2019</p>
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					<p>Council's Property and Facilities Officer – Maniototo has followed up with the Patearoa Community Trust and is waiting to view the agreement between the Trust and Dairy Farm Partnership.</p> <p>October 2019</p> <p>Action memo sent to the Property and Facilities Officer – Maniototo.</p>
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11 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 15 February 2024.