



AGENDA

Teviot Valley Community Board Meeting Thursday, 4 April 2024

Date: Thursday, 4 April 2024

Time: 9.30 am

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.)

Peter Kelly
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 April 2024 at 9.30 am. 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), P Kelly (Chief Executive Officer), L van der Voort (Group Manager - Planning and Infrastructure), 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 CONFIRMATION OF MINUTES

Teviot Valley Community Board - 8 February 2024

**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, 8 FEBRUARY 2024
COMMENCING AT 9.30 AM**

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

IN ATTENDANCE: T Cadogan (Mayor), P Kelly (Chief Executive Officer), L van der Voort (Group Manager - Planning and Infrastructure), D Rushbrook (Group Manager - Community Vision), D Scoones (Group Manager - Community Experience), G Bailey (Parks and Recreation Manager), W McEnteer (Governance Manager), S Reynolds (Governance Support Officer)

1 APOLOGIES

There were no apologies.

2 PUBLIC FORUM

John Lane - Delegations to community boards

Mr Lane spoke to history of the Community Boards in Central Otago District Council since its formation in 1989 and expressed how they were set up to represent the uniqueness of each community. He noted he had concerns that proposed changes may lead to confusion and antagonism within the community. He asked that the current board consider this proposal carefully in order to keep the role of community boards relevant.

Helen Pinder - Delegations to community boards

Ms Pinder noted the achievements of previous community boards and expressed that significant gains had been made for the ward following initiatives by former board members. She noted that she believed that districtisation of some business has led to the ward being financially penalised. She noted the knowledge drain due to the turnover of elected members and urged the current board to be mindful of potential loss of local information and feared the ward will not be represented at the Council table.

Mr Lane and Mrs Pinder then responded 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 23 November 2023 be confirmed as a true and correct record.

CARRIED

4 DECLARATIONS OF INTEREST

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

5 REPORTS

24.1.2 DELEGATIONS TO COMMUNITY BOARDS

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

COMMITTEE RESOLUTION

Moved: Dalley
Seconded: Jessop

- A. Receives the report and notes the level of significance.

CARRIED

After discussion it was noted that the Chair would make a verbal submission to the Council meeting in February and the board would meet to discuss making a written submission. This submission would be considered as part of the February Council meeting.

COMMITTEE RESOLUTION

Moved: Jessop
Seconded: Booth

- B. Notes the ability for the Teviot Valley 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.
- D. Notes the Board will make a verbal submission at the Council meeting on 28th February

CARRIED

6 MAYOR'S REPORT

His Worship the Mayor gave an update on his recent activities in the Teviot Valley ward and responded to questions.

24.1.3 MAYOR'S REPORT

COMMITTEE RESOLUTION

Moved: Dalley
Seconded: Feinerman

That the Teviot Valley Community Board receives the report.

CARRIED

7 CHAIR'S REPORT

24.1.4 CHAIR'S REPORT

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

- Attended the opening of the Roxburgh Pool Punawai Ora noting the work of the committee, in particular Cr Feinerman
- Attended the AGM of The Roxburgh Golf Club
- Attended the AGM of the Teviot Valley Rest home
- Attended the AGM of the Roxburgh Entertainment Centre
- Attended the Roxburgh Area School prize giving and had the honour of giving out the prizes to year 12 award winners

COMMITTEE RESOLUTION

Moved: Dalley

Seconded: Booth

That the report be received.

CARRIED

8 MEMBERS' REPORTS

24.1.5 MEMBERS' REPORTS

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

Cr Feinerman reported on the following:

- Acknowledged the work of the Roxburgh Pool committee as they celebrated the opening of the new pool and expressed that they were thrilled with the uptake of residents buying season passes and the positive feedback received from many members of the community
- Attended the opening of the upgraded Horse Shoe Bend track, adding that they are awaiting a new information panel detailing the history of the area
- Attended the street party and thanked CODC for arranging the road closure as part of this event
- Gave an update on the January Council meeting

Mr Reid reported on the following:

- Noted a dead tree needs to be removed on the corner of Kelso and Scotland Street
- Noted there is a dead tree King George V Memorial Park which needs to be replaced
- Noted that he believed the street furniture on Scotland Street is not suitable and should be replaced

Ms Booth reported on the following:

- Noted concern from the Medical Services Trust over the future of the Teviot Valley rest home

Mr Jessop reported on the following:

- Attended several Millers Flat coffee group meetings
- Attended a Teviot Valley Water AGM
- Noted that the project to improve the functionality of the existing seats on the main street could be a good collaborative project with Teviot Prospects

COMMITTEE RESOLUTION

Moved: Dalley
Seconded: Jessop

That the report be received.

CARRIED

9 STATUS REPORTS

24.1.6 FEBRUARY 2024 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: Jessop

That the report be received.

CARRIED

10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 21 March 2024.

The meeting closed at 11.16 am.

CHAIR / /

4 DECLARATIONS OF INTEREST

24.2.1 DECLARATIONS OF INTEREST REGISTER

Doc ID: 1457450

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 - 20240404 TVCB Declarations of Interest.docx [📎](#)

Name	Member's Declared Interests	Spouse/Partner's Declared Interests	Council Appointments
Gill Booth			Teviot Valley Rest Home Roxburgh and District Medical Services Trust
Norman Dalley	Martel International Limited (Sole Director/Shareholder) Gilmour Development Limited (Sole Director/Shareholder) North Hill Limited (Sole Director/Shareholder) Teviot Valley Rest Home Incorporated (Chair) Roxburgh Entertainment Centre Improvement and Promotions Incorporated (Treasurer/Committee member) Dalley Family Trust (Trustee) Teviot Prospects (Member) Teviot Valley Rest Home Ltd (Director)	217 Scotland Street, Roxburgh (Property Owner) Gilchrist Town Orchard Limited (Shareholder/Director) Roxburgh and Districts Medical Services Trust (Trustee) Roxburgh Entertainment Centre Improvement and Promotions Incorporated (Committee Member)	I and H McPhail Charitable Trust Roxburgh Cemetery Trust Committee Roxburgh Swimming Pool Redevelopment Committee

Name	Member's Declared Interests	Spouse/Partner's Declared Interests	Council Appointments
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 Teviot Valley Walkways Committee
Mark Jessop	Hillside Family Trust (Trustee) Sunny Days Trust (Trustee) Faigans Hospitality Ltd (director) Teviot Prospects (Trustee)	Hillside Family Trust (Trustee) Sunny Days Trust (Trustee) Faigans Hospitality Ltd (manager)	Teviot Museum Committee Ida MacDonald Charitable Trust
Russell Read			I and H McPhail Charitable Trust Tuapeka County Bursary Fund Committee

5 REPORTS

24.2.2 2023/24 COMMUNITY GRANTS APPLICATIONS - 2ND ROUND

Doc ID: 1439250

1. Purpose of Report

To consider the second round of the community and promotions grant applications for the 2023/24 financial year.

Recommendations

That the Teviot Valley Community Board

- A. Receives the report and accepts the level of significance.
 - B. Decides the grants to be allocated to the applicants of the Community and Promotions Grants.
-

2. Background

The Central Otago District Council contributes to the social, economic, environmental and cultural well-being of the local community through the contestable grants process.

The objectives of the grants process are:

- Enhance well-being in the district (social, economic, environmental and cultural)
- Empower local communities
- Facilitate the delivery of community outcomes
- Promote our regional identity: Central Otago A World of Difference.

There are two types of grants that can be applied for, community grants and promotions grants. Each are funded using different targeted rates, which means that one pool cannot subsidise the other. Each application must be considered on its own merit and its fit with the relevant grant criteria and available budget.

The Board considers grant applications in two rounds annually. This is the second round of funding for the 2023/24 financial year. Applications for the second round closed on 10th of March 2024, for a decision at this meeting.

The Teviot Valley Community Board is delegated the authority to consider applications for activities and projects within its boundaries.

Annually, there is \$5,000 to distribute in the Teviot Valley community grants scheme and \$2,000 to distribute in the promotions grants scheme. The following table illustrates the commitments already made and the amounts left to distribute in the 2023/24 financial year. There are currently no pre-approved commitments to the 2024/25 draft promotions budget of \$2,000.

Community Grants	2023/24 FY
Total Budget for 2023/24	5,000
Plus returned grants	-
Less committed from previous rounds	2,274
Balance left to distribute	2,726
Promotions Grants	
Total Budget for 2023/24	2,000
Plus returned grants	
Less committed from previous rounds	960
Balance left to distribute	1,040

3. Discussion

Community Grants

One community grant application was received in this round, requesting a total of \$2,000. There is \$2,726 available to distribute in this round to distribute. The details are provided in the table below:

No	Name of Organisation	Name of project / service	Purpose of funding	When does the project start	Total costs	Amount requested
1	Teviot District Museum Inc.	Teviot Museum Operations Plan	Operational Costs	3/6/2024	\$11,100	\$2,000

Copies of the application, supporting documentation and staff assessment are provided to Board members under separate cover.

Promotion Grants

No promotions grant applications were received in this round.

4. Financial Considerations

As detailed above, the Board has \$2,726 left to distribute for the 2023/24 Community Grants and \$1,040 for the 2023/24 Promotions Grants.

The Board has the delegated authority to spend within this budget. Any recommendations above these amounts would fall outside of that delegation and would need to be by way of a recommendation to Council.

5. Options

The Board is asked to consider each application and determine the appropriate level of funding. There are no other options as the Board has the delegation to allocate grants from the contestable funds.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision promotes the social, cultural, economic and environmental wellbeing of communities, in the present and for the future by providing a contestable funding pool that enables projects to be delivered in the community that enhance wellbeing.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes, this decision is consistent with the Grants Policy, and other plans and policies that may be impacted by any of the individual grant applications.
Considerations as to sustainability, the environment and climate change impacts	There is no direct impact; some applications may have a positive environmental impact from time to time.
Risks Analysis	No risks have been identified in the funding applications.
Significance, Consultation and Engagement (internal and external)	The funding rounds were advertised in the local newspaper, Council's website and Facebook page, and through combined agency community funding clinics. Discussions with departments of Council have taken place to check for potential impacts arising from the applications, as needed.

7. Next Steps

Once the Board has made a decision on the level of funding for each organisation, this will be communicated to each applicant and payments made.

8. Attachments

Appendix 1 - Teviot Valley District Museum Grant Staff Assessment (under separate cover)

Appendix 2 - Teviot Valley District Museum Grant Application (under separate cover)

Appendix 3 - Teviot Valley District Museum Grant Supporting Documentation (under separate cover)

Report authors:

Reviewed and authorised by:



Rebecca Williams
Community Development Advisor
14/03/2024



Dylan Rushbrook
Group Manager –Community Vision
21/03/2024

24.2.3 MOWING OF GRASS VERGES ROXBURGH

Doc ID: 1461748

1. Purpose of Report

To consider options for mowing the grass verges within Roxburgh.

Recommendations

That the Teviot Valley Community Board

- A. Receives the report and accepts the level of significance.
 - B. Agrees on an option for the mowing of grass verges in Roxburgh for the 2024/25 Annual Plan.
-

2. Background

A number of years ago, the Teviot Valley Community Board resolved that Council should mow all the grass verges within the township of Roxburgh. Despite extensive searching of files, the exact decision, and reasons for it cannot be found.

It is clear however that additional funding to undertake this work was not allocated into the open spaces contract at that time.

Roxburgh is the only township within the district that has verges mowed other than verges that are adjacent to Council owned land.

This report allows the board to review this level of service and decide on future open spaces maintenance for the Teviot valley.

3. Discussion

While it is acknowledged that once a service such verge mowing has been undertaken within a community it can be a challenge to reverse the decision as it could be seen as a reduction in services to rate payers. Some may argue its Council land and that Council should be maintaining it, but the vast majority of Councils in New Zealand have a policy similar to this where -

- 1 -The maintenance of all grass verges is the responsibility of the adjacent property owner.*
- 2 -Where the adjacent property owner is by way of illness, age or similar restrictions, unable to do the work and is unable to make alternative arrangements, the Council will undertake verge cutting to a minimum standard. The Council may require a medical certificate in such cases.*
- 3-The Council undertake an annual review of exceptions for those whose grass verge is being maintained.*
- 4-With the exception of (2) above, Council maintenance on verges will be limited to grass cutting to reduce hazards.*

Given the financial pressures Councils budget are facing there is potentially a significant saving for the Roxburgh ratepayer by Council not undertaking the mowing of verges.

4. Financial Considerations

To better understand the investment in maintaining grass verges a budget line-item cost centre was initiated in the 2021/22 financial year. The verges expenditure is as follows:

	2021/22	2022/23	2023/24 - YTD
Budget	\$30,000	\$30,000	\$17,500
Actual	\$20,000	\$23,000	\$13,000

To minimise the expenditure in this area Councils Open Spaces contractors have been where possible, pushing out the mowing frequencies so that the verges are still being cut but not cut excessively. This has resulted in a reduction of costs for this activity over the last three years. It takes approximately 4 hours per visit to mow all the verges.

Despite this service a number of rate payers continue to maintain their own verges. It is also acknowledged that the size of verges varies from property to property.

There are options for the Board to consider including ceasing to mow verges and redistributing the budget allocated for verges to other costs centres within the Open Spaces Contract.

As the Board is aware the total open spaces Contract budget for Teviot Valley is \$159,000. It is difficult to deliver fit for purpose open spaces within this budget allocation. Decisions by staff have to be made on spending priorities which often see the general mowing of grass take precedence over track, garden and tree maintenance operations in order to remain within budget. The additional \$26,000 (the average grass verge budget over the last 3 years) if redistributed across other costs centres within the open space contract, would see the following budget in the 2024/25 Annual Plan.

The Board could also recommend to Council to develop a district wide or Roxburgh only grass verge policy.

Other options include the status quo or not mowing verges at all and either saving the budget or redistributing it elsewhere in the ward.

5. Options

To aid discussion on this matter the following options have been prepared for the Boards consideration.

Option 1

The Board ceases to fund the mowing verges in Roxburgh and redistributes the budget across other costs centres within the open spaces contract area. And that Council is asked to develop a grass verge policy for the district.

Advantages:

- Funding is redistributed within the open spaces area to enable adequate funding to improve outcomes in other areas within the open spaces contract in the Teviot Ward.

- An increase in rates is not required for improve outcomes in the open spaces area where funding has been an issue.
- There is equity with those residents who mow their own verges.
- Clear policy on verge mowing is developed.

Disadvantages:

- Some in the community may view this as a loss of service.

Option 2

The Board continues to fund the mowing of verges within Roxburgh.

Advantages:

- The delivery of this service to the community is maintained.

Disadvantages:

- Potentially need to increase rates or reduce other services to balance the open spaces maintenance contract for the Teviot Ward.

Option 3

The Board ceases to fund the mowing of verges in Roxburgh and redistributes the savings to other activities within the Teviot Ward.

Advantages:

- Other activities the Board may desire to fund within the ward can be undertaken.

Disadvantages:

- Those in the community receiving this service may view it as a loss of service.

Option 4

The Board ceases to fund the mowing of verges in Roxburgh.

Advantages:

- Potentially saving \$20,000 in rates.

Disadvantages:

- Those in the community receiving this service may view it as a loss of service.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables democratic local decision making and action by, and on behalf of communities by determining the priority spending of budgets within the Teviot Ward to deliver the most appropriate and affordable levels of service.
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Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Decision is required to inform the 2024/24 Annual Plan.
Considerations as to sustainability, the environment and climate change impacts	Ceasing mowing verges is considered more sustainable as the decision to when and how the verges will be maintained sit with the adjacent resident.
Risks Analysis	The decision does not trigger Councils risk matrix.
Significance, Consultation and Engagement (internal and external)	This decision does not trigger Council significance and Engagement policy.

7. Next Steps

Following the Board decision any changes to funding will be included in the Annual plan and subsequent Long-Term Plan.

The Roxburgh Community will be notified of the decision.

8. Attachments

Nil

Report author:



Gordon Bailey
Parks and Recreation Manager

18/03/2024

Reviewed and authorised by:



David Scoones
Group Manager - Community Experience

20/03/2024

24.2.4 TEVIOT VALLEY FINANCIAL REPORT FOR THE PERIOD 31 DECEMBER 2023

Doc ID: 1457490

1. Purpose

To consider the financial performance overview as at 31 December 2023.

Recommendations

That the report be received.

2. Discussion

These statements are designed to give an overview on the financial performance.

The operating statement for the six months ending 31 December 2023 shows an unfavourable variance of (\$28k) against the revised budget.

2023/24 Full Year Annual Plan \$000	6 MONTHS ENDING 31 DECEMBER 2023				2023/24 Full Year Revised Budget \$000
		YTD Actual \$000	YTD Revised Budget \$000	YTD Variance \$000	
	Income				
23	Internal Interest Revenue	35	12	23	23
28	User Fees & Other	22	14	8	28
-	Reserves Contributions	7	-	7	-
521	Rates	287	266	21	521
572	Total Income	351	292	59	572
	Expenditure				
12	Rates Expense	14	12	(2)	12
156	Cost Allocations	78	78	-	156
47	Other Costs	33	33	-	67
24	Building Repairs and Mtce	16	12	(4)	24
10	Staff	-	5	5	10
13	Fuel & Energy	7	6	(1)	13
152	Contracts	148	79	(69)	157
42	Grants	38	21	(17)	42
21	Members Remuneration	9	11	2	21
7	Internal Interest Expense	5	3	(2)	7
142	Depreciation	70	71	1	142
626	Total Expenses	418	331	(87)	651
(54)	Operating Surplus / (Deficit)	(67)	(39)	(28)	(79)

This table has rounding (+/-1)

Income for period ending 31 December 2023

Operating income has a favourable variance of \$59k to the revised budget.

- Internal interest revenue has a favourable variance of \$23k. Interest revenue is higher than budget due to market term deposit interest rates increasing.
- User fees and other income has a favourable of \$8k. The Roxburgh Cemetery Trust has transferred ownership of the Roxburgh cemetery to the Council. Residual funding has been transferred through as part of this transaction.
- Reserve contributions has a favourable variance of \$7k. These are difficult to gauge when setting the budget as they are dependent on developer's timeframe.

Expenditure for period ending 31 December 2023

Expenditure has an unfavourable variance of (\$87k) to revised budget.

- Rates expense has an unfavourable variance of (\$2k). This variance will remain for the rest of the year. The rates expense has increased due to the October 2022 QV rateable property valuation increases, along with the Central Otago District Councils own rates increase and a further increase to the Otago Regional Council rates. A re-set will be put in place for the 2024/25 Annual Plan.
- Building repairs and maintenance has an unfavourable variance of (\$4k). The Millers Flat Baths operating grant was made in August 2023, while the budget is spread over twelve months.
- Contracts has an unfavourable variance of (\$69k). These expenses are more needs-based and will vary against budget from time-to-time. This includes work being carried out to replant the Roxburgh Forestry block (resolution 22.7.2) and the tree removal at the Roxburgh Pool (resolution 23.5.4).
- Grants has an unfavourable variance of (\$17k). The first round of community and promotions grant applications for 2023/24 were approved in September 2023, with \$2.2k allocated in October 2023. The remaining variance of (\$17.5k) to the Roxburgh Pool grant, the \$35k grant was uplifted in November 2023.

Capital Expenditure

Capital expenditure (CAPEX) for the period ending 31 December 2023 reflects that CAPEX expenditure has \$327k favourable to revised budget. The actual capital spend year to date is 3.5% of the revised budget.

2023/24 Full Year Annual Plan \$000	6 MONTHS ENDING 31 DECEMBER 2023					2023/24 Full Year Revised Budget \$000
		YTD Actual \$000	YTD Revised Budget \$000	YTD Variance \$000		
	Parks & Reserves					
5	Roxburgh Reserves - Landscaping & Planting	-	3	3	●	5
32	Roxburgh Reserves - Bins, Signs, Structures	15	35	20	●	69
2	Millers Flat Recreation Reserve - Tennis Courts	5	1	(4)	●	2
39	Total Parks & Reserves	20	39	19	●	76
	Property					
-	Roxburgh Town Hall	5	280	275	●	560
-	Community Halls	-	-	-	●	-
50	Millers Flat Hall	-	33	33	●	67
50	Total Property	5	313	308	●	627
89	Total Capital Expenditure	25	352	327		703

This table has rounding (+/-1)

Parks and reserves – have an overall favourable variance of \$19k

- Roxburgh reserves bins, signs, structures – work has been carried out on the walkway below the Roxburgh pool.

Property – have an overall favourable variance of \$308k

- The Roxburgh entertainment centre fire upgrade project is continuing into 2023/24 (Resolution 22.1.2.c). The tender has been awarded and building consent work started in the previous financial year. Fire designs are being adjusted and worked through with the contractor.
- Millers Flat Hall Earthquake Strengthening project is yet to start.

Reserve Funds table for Teviot Valley Ward

- As at 30 June 2023 the Teviot Valley Ward has an unaudited closing reserve funds balance of \$1.135M. This is the ward specific reserves and does not factor in the district-wide reserves which are in deficit at (\$24.69M). Refer to Appendix 1.
- Taking the 2022/23 audited Annual Report closing balance and adding 2023/24 income and expenditure, carry forwards and resolutions, the Teviot Valley Ward is projected to end the 2023/24 financial year with a closing balance of \$491k.

3. Attachments

Appendix 1 - Teviot Valley Ward Reserves 2023-2024.pdf [↓](#)

Report author:

Reviewed and authorised by:



Donna McKewen
Accountant
19/03/2024



Saskia Righarts
Group Manager – Business Support
19/03/2024

AUDITED - 2022/23 Annual Report					2023/24 Annual Plan Budget			Forecast 1 including Carry-Forwards FY2023/24	
TEVIOT VALLEY RESERVES	Opening Balance	Transfers In	Transfers Out	Closing Balance	Transfers In	Transfers Out	AP Closing Balance	In/Out	Revised Closing Balance
	A	B	C	D = A + B - C	E	F	G = D + E - F	H	I = G + H
Teviot Valley Promotion									
7033 - Roxburgh Promotions	14,566	2,422	-	16,988	288	-	17,276	31	17,307
	14,566	2,422	-	16,988	288	-	17,276	31	17,307
Teviot Valley Recreation and Culture									
7411 - Community Halls Teviot	9,087	241	(32,633)	(23,306)	-	(54,521)	(77,827)	(12,688)	(90,515)
7413 - Roxburgh Memorial Hall	-	-	-	-	-	-	-	6,896	6,896
7414 - Roxburgh Entertainment Centre	263,199	17,954	-	281,152	45,973	-	327,125	(564,165)	(237,040)
7461 - Reserves Roxburgh (all)	-	-	-	-	-	(14,207)	(14,207)	0	(14,207)
7463 - Teviot Valley Walkway Committee	15,356	17,073	-	32,429	1,215	-	33,644	(12,571)	21,073
7491 - Roxburgh Pool	59,418	1,574	(219,990)	(158,998)	1,182	-	(157,816)	(13,103)	(170,919)
7492 - Millers Flat Pool	20,109	1,797	-	21,907	5,869	-	27,776	31	27,807
	367,169	38,638	(252,623)	153,185	54,239	(68,728)	138,696	(595,599)	(456,904)
Teviot Ward Services Rate									
7111 - General Revenues & Development Roxburgh	793,077	34,506	(240,570)	587,013	14,829	(10,379)	591,463	(30,977)	560,486
7341 - Forestry Roxburgh	-	-	-	-	-	-	-	(0)	(0)
7351 - Endowment Land Roxburgh	159,689	4,230	(8,465)	155,454	2,955	(7,830)	150,579	13	150,592
7353 - Other Property Roxburgh	-	-	-	-	-	-	-	(11,157)	(11,157)
7431 - Roxburgh Grants	18,626	1,984	-	20,610	370	-	20,980	14	20,994
7451 - Millers Flat Recreation Reserve Committee	41,625	42,661	-	84,286	3,994	-	88,280	835	89,115
7832 - Roxburgh Cemetery	-	4,383	-	4,383	-	-	4,383	83	4,466
	1,013,018	87,763	(249,035)	851,746	22,148	(18,209)	855,685	(41,190)	814,495
Teviot Ward Services Charge									
7211 - Elected Members Teviot Valley	-	-	-	-	-	-	-	0	0
	-	-	-	-	-	-	-	0	0
Teviot Ward Specific Reserves									
7131 - Roxburgh Hydro Village Upgrade Fund	(167)	-	(4)	(171)	-	-	(171)	(3)	(174)
	(167)	-	(4)	(171)	-	-	(171)	(3)	(174)
Teviot Ward Development Fund									
7122 - Teviot Valley Reserves Contribution	101,567	15,897	(3,229)	114,235	2,005	-	116,240	165	116,406
	101,567	15,897	(3,229)	114,235	2,005	-	116,240	165	116,406
Total Reserves Surplus/(Deficit)	1,496,153	144,720	(504,891)	1,135,983	78,680		1,127,726	(636,596)	491,129

* The Annual Plan closing balance has been adjusted to reflect the closing balance of the Annual Report and the Annual Plan movement. This is to enable a running estimate of the total Reserves balance.

24.2.5 2024-25 ANNUAL PLAN BUDGET AND FEES AND CHARGES SCHEDULE**Doc ID: 1466649****1. Purpose of Report**

To approve the draft budgets and the Teviot Valley ward component of the 2024-25 fees and charges schedule for inclusion in Council's Annual Plan 2024-25 process.

Recommendations

That the Teviot Valley Community Board

- A. Receives the report and accepts the level of significance.
 - B. Recommends to Council that the Teviot Valley Grants Fund be increased by \$5,000 from \$5,200 to \$10,200 for the 2024-25 year.
 - C. Agrees the draft Teviot Valley Ward 2024-25 Annual Plan budget and recommends to Council for inclusion in the 2024-25 Annual Plan.
 - D. Agrees to accept the Teviot Valley ward 2024-25 fees and charges schedule and recommend to Council for inclusion in the 2024-25 Annual Plan.
-

2. Background

The 2024-25 draft budgets for the Teviot Valley Ward have been prepared against the backdrop of significant cost increases in most areas of services delivered by Council. The 2021-31 Long-term Plan (LTP) Year 4 budgets proposed an average rates increase across the district of 5% including the impact of growth which was anticipated to be 1.9%. Currently, the draft 2024-25 Annual Plan budgets propose an average rate increase across the district of 25.49%. This is excluding the impact of growth which is anticipated to be 1.2%.

The 2024-25 Annual Plan draft budget figures result in a total increase to the Teviot Valley Ward rates of \$108k or 20.7% from previous year (2023-24). This ensures we deliver the level of service the board has requested for the year ahead.

In addition to adopting the annual plan and striking the rates for the new year, Council also adopts the annual fees and charges. A complete copy of the Fees and Charges Schedule is attached. Please note, some fees and charges that have not been increased for a number of years have been adjusted to reflect the increases in costs of providing these services. Board agreement or otherwise is needed on these increases related to ward charges.

3. Discussion

Council staff are presenting draft budgets to each community board for consideration at their April meetings. Once accepted, the community board budgets will be provided to Council to consider including in the 2024-25 Annual Plan. It is important to note that given the compressed timeline for development of the 2024-25 Annual Plan the budgets are still be worked through at the time of writing this report, and there might be further changes to the

rates increases, to what has been noted in this report. Any material changes will be circulated to the Board via email prior to the Council meeting on 24 April 2024.

Appendix 2 shows the cost centres that are funded by Teviot Valley Community Ward Targeted Rates and outlines the changes to revenue, expenditure and rates. Please note that the ward rate is specific to rateable units in the ward and is not the district wide rate and does not allow for increased growth.

4. Financial Considerations

The 2024-25 Annual Plan draft budget figures result in a total increase to the Teviot Valley Ward rates of \$108k or 20.7% (on the 2023-24 year). The increase is reflective of the significant cost increases Council is facing in all areas of Council operations. Appendices 2, 3 and 4 contain details of revenue, costs, Ward rates, rates examples and the planned capital expenditure schedule.

5. Options

To accept the draft 2024-25 budget and the Teviot Valley Ward 2024-25 Fees and Charges Schedule for recommendation to Council for inclusion in the 2024-25 Annual Plan.

Option 1 - (recommended)

Advantages:

- Meets statutory requirements.
- Provides transparent expenditure management.
- The Teviot Valley Ward budget will feed into Council's Annual Plan budget for 2024-25
- Meets the ratepayers' expectations.
- Allows changes to reflect prior Council and Community Board decisions.
- Allows for Fees and Charges to be updated to reflect the most accurate charges.

Disadvantages:

- Some members of the community may feel disadvantaged paying increased rates.

Option 2

Decline the draft 2024-25 budget and Teviot Valley Ward 2024-25 Fees and Charges Schedule for recommendation to Council for inclusion in the 2024-25 Annual Plan and do not recommend it to Council for inclusion in the 2024-25 Annual Plan process.

Advantages:

- Status quo remains and rate payers do not incur increased rates.

Disadvantages:

- Delay in the annual plan process or the 2024-25 Annual Plan may not accurately reflect the Community Board's prior decisions.
- Run the risk of delaying the annual plan process and therefore potentially miss the legislative deadlines.
- May not reflect a fair distribution of costs to the rate payer.
- Loss in revenue or a greater reliance on the ratepayer through not levying the most up-to-date fees and charges.

6. Compliance

Local Government Act 2002 Purpose Provisions	This decision enables democratic local decision making and action by, and on behalf of the community by involving community board members in robust and transparent financial decision making.
Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.	Yes, consistent with all council plans and policies.
Considerations as to sustainability, the environment and climate change impacts	No implications, as this has been factored in the 2021-31 Long-term Plan and there have been no changes to these considerations and assumptions used to prepare the 2021-31 Long-term Plan.
Risks Analysis	The risk of not accepting this report is that Council will lose the ability to adopt the 2024-25 Annual Plan and set the rates for the income required to meet the activities Council is required to carry out. Council will not meet legislative requirements and may be exposed to legal challenges.
Significance, Consultation and Engagement (internal and external)	This is a significant step in the annual plan process, as it ensures the Community Board is across its ward-specific budget, and feedback to Council's overall 2024-25 Annual Plan which council will consult upon.

7. Next Steps

Once this report is accepted and changes made where necessary, it will be submitted to Council for recommendation to be included in the 2024-25 Annual Plan scheduled to be adopted for consultation on 24 April 2024.

A complete schedule of the fees and charges has been submitted to each of the relevant community boards for approval. Once approved, the total suite of fees and charges will also be presented to Council with the recommendation that Council adopt the proposed fees and charges as part of the adoption process when adopting the 2024-25 Annual Plan.

8. Attachments**Appendix 1 - Fees and Charges 2024-25.pdf** [↓](#)**Appendix 2 - TVCB Draft 2024-25 Annual Plan Budgets.docx** [↓](#)**Appendix 3 - TVCB Draft 2024-25 Annual Plan Budgets - Capital Expenditure.docx** [↓](#)**Appendix 4 - TVCB Draft 2024-25 Annual Plan Budgets - Sample Rates.docx** [↓](#)

Report author:

Reviewed and authorised by:



Vibhuti Chopra

Saskia Righarts

Contract CFO
22/03/2024Group Manager - Business Support
26/03/2024

FEES AND CHARGES 2024-25

THREE WATERS	2024/25 Includes GST	2023/24 Includes GST	Comments	
DESIGNATED WASTEWATER TREATMENT PLANT				
Disposal of septage tank load less than 3,000 litres	165	135	22% PPI increase on 2021 charge	
Every additional 1,000 litres discharges (or part thereof)	55	45	22% PPI increase on 2021 charge	
Designated Septage station disposal cost/litre	0.055	0.045	22% PPI for Construction increase on last review in 2021	
TRADE WASTE				
Application fee deposit (invoiced at actual cost)	293	240	22% PPI for Construction increase on last review in 2021	
Application to transfer trade waste discharge consent	97.5	80	22% PPI for Construction increase on last review in 2021	
Annual fee	195	160	22% PPI for Construction increase on last review in 2021	
Where a service connection for water and/or wastewater, or a wheelie bin is provided to a rating unit in the course of a rating year, the rating unit will be charged a proportion of the full year cost the service as scheduled in the rating section of the 10-year Plan, based on the number of complete months remaining in the financial year.	THREE WATERS - PER APPLICATION			
	Approved contractors (per application)	N/A	80	Replaced by new connection fee below
	Non-approved contractors (per application)	N/A	160	Replaced by new connection fee below
	Non-approved contractors (per application)	N/A	At cost	No connections by non-approved contractors
THREE WATERS NEW CONNECTIONS - Each Individual Property Connection (in addition to Development Contributions if these are applicable)				
Initial fee for the first service connection to a property	340	No charge	Replaces Three Waters -Per Application, same as QLDC 23/24 fee	
for each additional service connection to a property (up to a total of 3)	145	No charge	Replaces Three Waters -Per Application, same as QLDC 23/24 fee	
BULK TANKER WATER FROM FIRE HYDRANTS				
Bulk water application fee	340	No charge	New charge	
Tanker / Standpipe Inspection (at least annual)	122	100	22% PPI for Construction increase on last review in 2021	
Water usage per m³	2.19	1.8	22% PPI for Construction increase on last review in 2021	
BULK WATER SUPPLY				
Network connected bulk water rate (per m³)	1.05	0.9	22% PPI for Construction increase on last review in 2021	
REMOVAL OF WATER RESTRICTOR				
Temporary restrictor removal fee	At cost	At cost		
WATER METER ACCURACY TESTS				
House visit and assessment	67	55	22% PPI for Construction increase on last review in 2021	
Meter removal and calibration	525	525		
Meter validated as accurate	N/A	80		
Meter validated as inaccurate	No charge	No charge		
Final meter read	49	40	22% PPI for Construction increase on last review in 2021	
Backflow Prevention				
Annual testing	185	No charge	Based on Watercare charge	
New backflow prevention device	At cost	No charge	Based on Watercare charge	
OTHER				
Unauthorised and other activities	At cost	At cost		
Development advice/supervision	At cost	At cost		
Technical Administrator and Junior Professional/Hour	126.5	No charge	New - for staff cost recovery	
Intermediate Professional/Hour	149.5	No charge	New - for staff cost recovery	
Senior Professional/Hour	172.5	No charge	New - for staff cost recovery	
Activity Manager/Hour	230	No charge	New - for staff cost recovery	
Group Manager/Hour	287.5	No charge	New - for staff cost recovery	

FEES AND CHARGES 2024-25

THREE WATERS	2024/25 Includes GST	2023/24 Includes GST	Comments
CAPITAL CONTRIBUTIONS – NEW CONNECTIONS (SEE DISTRICT PLAN ALSO)			
Financial Contributions - Reserves			
Urban	2,904	2,380	22% PPI for Construction increase on last review in 2021
Rural	1,451	1,190	22% PPI for Construction increase on last review in 2021
Note: Financial Contributions are inflated based on Statistics NZ PPI Construction Index. They have been inflated based on the PPI Construction			
DEVELOPMENT CONTRIBUTIONS - NEW CONNECTIONS			
Water Supply			
Lake Dunstan Water Supply (Alexandra / Clyde)	8,710	7,131	22% PPI for Construction increase on last review in 2021
Cromwell	4,675	3,877	22% PPI for Construction increase on last review in 2021
Naseby	4,939	4,044	22% PPI for Construction increase on last review in 2021
Omakau / Ophir	13,335	10,917	22% PPI for Construction increase on last review in 2021
Patearoa	3,989	3,267	22% PPI for Construction increase on last review in 2021
Ranfurly	3,043	2,492	22% PPI for Construction increase on last review in 2021
Roxburgh	4,055	3,321	22% PPI for Construction increase on last review in 2021
Wastewater			
Alexandra / Clyde	9,201	7,536	22% PPI for Construction increase on last review in 2021
Cromwell	3,802	3,139	22% PPI for Construction increase on last review in 2021
Naseby	4,147	3,399	22% PPI for Construction increase on last review in 2021
Omakau / Ophir	5,996	4,992	22% PPI for Construction increase on last review in 2021
Ranfurly	966	796	22% PPI for Construction increase on last review in 2021
Roxburgh	5,698	4,670	22% PPI for Construction increase on last review in 2021
THREE WATERS AND WASTE MANAGEMENT PART CHARGES IN LIEU OF RATES			
The Local Government (Rating) Act 2002 requires that properties be rated based on their status as at 1 st July each year. Certain rates are based on level of service provided. These are Water Supply rates, Wastewater rates and Waste Management rates. To enable these services to be provided part way through the rating year Council will invoice the rate payer upon provision of the laterals for Water Supply and Wastewater and upon commencement of service in the case of Waste Management collections. The following charges will be invoiced for each complete month of the rating year remaining.			
Water Supply – connected - per month			
If already rated as serviceable	30.99	23.12	
If not rated as serviceable before	61.97	37.91	
Wastewater – connected - per month			
If already rated as serviceable	41.83	27.20	
If not rated as serviceable before	83.66	54.40	

FEES AND CHARGES 2024-25

ENVIRONMENTAL SERVICES	2024/25 Includes GST	2023/24 Includes GST	Comments
TRANSFER STATION CHARGES			
Standard size refuse bag (60 litres)	8	8	
Prepaid Council approved 60 litre refuse bag (for Tarras and Patearoa use only)	8	8	
Child car seat recycling (Alexandra and Cromwell only)	10	10	
Car body (all tanks pierced and drained)	20	20	
Whiteware and separated metal (excludes fridges, freezers and air-conditioning units)	No charge	No charge	
Fridges, freezers and air-conditioning units (disposal charge)	25	25	
Gas bottle disposal (any size)	11	11	Includes gas cannisters, helium bottles and fire extinguishers
Transfer Station with Weigh Facility (Alexandra/Cromwell)			
General waste charge by weight per tonne	442	395	
Greenwaste by weight by tonne	85	75	Costs are increasing and ORC consents are likely going to require us to do more frequently
Greenwaste minimum charge (less than 100kg)	5	No charge	New charge to remove nominal fees. Costs are increasing and ORC consents are likely going to require us to do more frequently
Transfer Station without Weigh Facility (Ranfurly/Roxburgh)			
General waste charge by volume per cubic metre (assessed by operator)	95	85	
Greenwaste charge by volume per cubic metre (assessed by operator)	20	15	Costs are increasing and ORC consents are likely going to require us to do more frequently
Greenwaste minimum charge (small car/boot load - 0.5 cubic metre or less)	10	8	Costs to much are increasing and ORC consents are likely going to require us to do more frequently
Tyre Disposal			
Car tyres (per tyre)*	7	7	
4x4 and small truck tyres (per tyre)*	11	11	
Large truck tyres (per tyre)*	22	22	
Tractor / Loader tyres*	125	125	
* Charges for tyres without rims.			
Note: Tyres that contain rims at the time of disposal will incur an additional fee twice that of the charge listed above.			
CLEANFILL/HARDFILL DEPOSITED IN CLEANFILL/HARDFILL AREA			
Charge by volume per cubic metre			
Single axle trailer*	50	50	
Tandem axle trailer*	70	70	
*Domestic quantities of cleanfill/hardfill only			

FEES AND CHARGES 2024-25

ENVIRONMENTAL SERVICES	2024/25 Includes GST	2023/24 Includes GST	Comments
ELECTRONIC WASTE			
CRT TV	37	37	
Rear Projection TV	46	46	
Flat Panel TV	21	21	
CRT Computer Monitor	25	25	
LCD Computer Monitor	10	10	
Desktop and Servers	5	5	
Laptops and Tablets	5	5	
Modems, Switches, Routers, Computer Speakers	5	5	
Uninterrupted Power Supplies (UPS)	5	5	
Printers and Fax Machines	17	17	
Photocopiers	43	43	
Small Appliances, Drills, Alarm Clocks, Cameras	5	5	
Heaters and Fans	5	5	
Vacuum Cleaners	9	9	
Dehumidifiers	18	18	
DVD and VCR Players	6	6	
Stereo Systems and Gaming Consoles	6	6	
Stereo Speakers	6	6	
Keyboards and Docking Stations	4	4	
Mice	1	1	
Cables (per kg)	4	4	
Note: Prices are per item unless otherwise stated.			
HAZARDOUS WASTE			
Class 2 (per kg)	5	5	Includes aerosol cans
Class 3 (per kg)	5	5	Includes paints and fuel
Class 4 (per kg)	8	8	
Class 5 (per kg)	9	9	
Class 6 Intractable Pesticides (per kg)	41	41	
Class 6 (per kg)	10	10	
Class 8 (per kg)	4	4	
Class 9 (per kg)	3	3	
Waste Oils (per kg/litre) - maximum 25 litres - Domestic only	2	2	
Up to 20kg or 20 litres	No charge	No charge	
Greater than 20kg or 20 litres (charge per kg over 20kg or 20 litres up to a maximum of 100kg or 100 litre).	No charge	No charge	

FEES AND CHARGES 2024-25

ENVIRONMENTAL SERVICES	2024/25 Includes GST	2023/24 Includes GST	Comments
WHEELIE BIN CHARGES			
Replacement of bin due to damage (not wear and tear)	55	55	
Additional organics bin (240L) per annum	113.32	92.56	
Additional mixed recycling bin (240L) per annum	101.39	82.81	
Additional glass recycling bin (240L) per annum	47.71	38.97	
Additional rubbish (red) bin (140L) per annum	202.78	165.63	
Additional rubbish (red) bin (240L) per annum	347.11	283.51	
Upsize rubbish (red) bin to (240L) per annum	143.14	117.88	
Bin delivery and administration charge (for additional bins/bin removals/replacement bins/change of bin size)	40	35	
PART CHARGES IN LIEU OF RATES			
The Local Government (Rating) Act 2002 requires that properties be rated based on their status as at 1st July each year. Certain rates are based on level of service provided. These are Water Supply rates, Wastewater rates and Waste Management rates. To enable these services to be provided part way through the rating year Council will invoice the rate payer upon provision of the laterals for Water Supply and Wastewater and upon commencement of service in the case of Waste Management collections. The following charges will be invoiced for each complete month of the rating year remaining.			
Waste Management – per month			
Additional organics bin (240L)	9.44	7.71	
Additional mixed recycling bin (240L)	8.45	6.9	
Additional glass recycling bin (240L)	3.97	3.25	
Additional rubbish (red) bin (140L)	16.9	13.8	
Additional rubbish (red) bin (240L)	28.92	23.63	
Upsize rubbish (red) bin to 240L	11.93	9.82	

FEES AND CHARGES 2024-25

ROADING	2024/25 Includes GST	2023/24 Includes GST	Comments
LICENCE TO OCCUPY			
Single owner	190	190	
Multiple owner	At cost	At cost	
TRAFFIC MANAGEMENT PLAN APPROVAL			
Site Specific	150	95	Based on 1 hour of officer time.
Generic	450	No charge	Generic plans are time consuming - reflective of actual staffing cost
Non-profit community events	No charge	No charge	Raise with Council
TEMPORARY ROAD CLOSURE			
Commercial organisations and events	295	295	
Non-profit community events	No charge	No charge	
CORRIDOR ACCESS REQUEST (as defined in the National Code of Practice for Utility Operators' Access to Transport corridors)			
Minor Works	No charge	No charge	
Major Works (trenches exceeding 20m in length) (hourly)	150	85	Moving from fixed cost to at cost (hourly)
Project Works*	Refer to major works	At cost	
*Project works included under hourly major works cost now.			
ROAD STOPPING			
Time and disbursements plus legal and survey costs	At cost	At cost	
Miscellaneous fees	At cost	At cost	
(other consents, certificates, authorities, services or inspections not specifically provided for to be charged at the cost of time and disbursement)			
RAPID NUMBER			
New	70	70	
Replacement	50	50	
Abandoned Vehicles			
Officer time (hourly)	105	No charge	New charge
Mileage (dollar(s) per km)	1	No charge	New charge
Vehicle storage costs (per day)*	5	No charge	New charge
Vehicle valuations	At cost	No charge	New charge
Towage charge	At cost	No charge	New charge
*maximum storage charge 6 months			
ROAD NAMING			
One Road Name from Approved Road Name list	165	No charge	New charge
One Road Name that meets Road Naming Policy	220	No charge	New charge
One Road Name not meeting Road Naming Policy	330	No charge	New charge
Each additional road name	55	No charge	New charge
Additional processing over Initial Fee (hourly)	105	No charge	New charge

FEES AND CHARGES 2024-25

ROADING	2024/25 Includes GST	2023/24 Includes GST	Comments
DUST SUPPRESSION			
Residential house with 100m of road to Council programmed timetable	No charge	No charge	
Residential house with 100m of road outside programme works	At cost	At cost	
Commercial and other applications to Council programmed timetable	At cost	At cost	
OTHER			
Commercial fingerboard signs	At cost	At cost	
DEVELOPMENT CONTRIBUTIONS			
Roading			
Residential	2,070	1,719	

FEES AND CHARGES 2024-25

PLANNING AND REGULATORY		2024 /25 Includes GST	2023/24 Includes GST	Comments
BUILDING CONTROL CHARGES				
Residential alterations and new				
<i>Estimated value of work, includes Project Check Fee. The cost of any peer review of professional documents is at the applicant's cost. All Building Control Fees are based on the average time taken to complete administration, processing and inspections based on the value of the building consent or other building work. Work in excess of this time may be charged for at time and disbursements. Any other charge for information, certification or inspection, or recording of safe and sanitary certificates not specifically provided for to be charged at time and disbursements (\$150 minimum). Refunds will be available for withdrawn consents, with any time spend processing and administration costs being deducted. Any consents where processing or inspections are undertaken outside of CODC will be charged At Cost.</i>	Up to and including \$5,000	495	450	10% increase across the board to reduce rating impact
	Over \$5,000 and not exceeding \$10,000	760	691	10% increase across the board to reduce rating impact
	Over \$10,000 and not exceeding \$20,000	1,255	1,141	10% increase across the board to reduce rating impact
	Over \$20,000 and not exceeding \$40,000	1,838	1,671	10% increase across the board to reduce rating impact
	Over \$40,000 and not exceeding \$80,000	2,168	1,971	10% increase across the board to reduce rating impact
	Over \$80,000 and not exceeding \$200,000	2,916	2,651	10% increase across the board to reduce rating impact
	Over \$200,000 and not exceeding \$350,000	3,860	3,460	10% increase across the board to reduce rating impact
	Over \$350,000 and not exceeding \$500,000	3,999	3,636	10% increase across the board to reduce rating impact
	Over \$500,000 and not exceeding \$750,000	4,418	4,017	10% increase across the board to reduce rating impact
	Over \$750,000 and not exceeding \$1,000,000	4,913	4,467	10% increase across the board to reduce rating impact
	Exceeding \$1 million (minimum deposit plus additional time if necessary)	4,878	4,242	20% increase to reflect actual time spent and reduce rating impact
	Farm shed with engineers PS1, conservatories, new swimming pools, other consents with <3 inspections (no amenities)	1,048	953	10% increase across the board to reduce rating impact
	Commercial alterations and new			
<i>Estimated value of work, includes Project Check Fee. The cost of any peer review of professional documents is at the applicant's cost. All Building Control Fees are based on the average time taken to complete administration, processing and inspections based on the value of the building consent or other building work. Work in excess of this time may be charged for at time and disbursements. Any other charge for information, certification or inspection, or recording of safe and sanitary certificates not specifically provided for to be charged at time and disbursements (\$150 minimum). Refunds will be available for withdrawn consents, with any time spend processing and administration costs being deducted. Any consents where processing or inspections are undertaken outside of CODC will be charged At Cost.</i>	Up to \$10,000	925	841	10% increase across the board to reduce rating impact
	\$10,000 - \$20,000	1,585	1,441	10% increase across the board to reduce rating impact
	\$20,000 - \$40,000	2,168	1,971	10% increase across the board to reduce rating impact
	\$40,000 - \$80,000	2,333	2,121	10% increase across the board to reduce rating impact
	\$80,000 - \$200,000	3,576	3,251	10% increase across the board to reduce rating impact
	\$200,000 - \$350,000	3,911	3,556	10% increase across the board to reduce rating impact
	\$350,000 - \$500,000	4,083	3,712	10% increase across the board to reduce rating impact
	\$500,000 - \$750,000	4,593	4,167	10% increase across the board to reduce rating impact
	Exceeding \$750,000 (minimum deposit plus additional time if necessary)	5,337	4,852	10% increase across the board to reduce rating impact
	BRANZ Levy - (exempt from GST) (projects under \$20,000 are exempt)	\$1 for every \$1000.00 or part thereof	\$1 for every \$1000.00 or part thereof	
<i>Estimated value of work, includes Project Check Fee. The cost of any peer review of professional documents is at the applicant's cost. All Building Control Fees are based on the average time taken to complete administration, processing and inspections based on the value of the building consent or other building work. Work in excess of this time may be charged for at time and disbursements. Any other charge for information, certification or inspection, or recording of safe and sanitary certificates not specifically provided for to be charged at time and disbursements (\$150 minimum). Refunds will be available for withdrawn consents, with any time spend processing and administration costs being deducted. Any consents where processing or inspections are undertaken outside of CODC will be charged At Cost.</i>	MBIE Levy - (projects under \$20,444 are exempt)	\$1.75 for every \$1000.00	\$1.75 for every \$1000.00	Note the government are proposing to change this, so levies are paid on projects of \$65,000 inc GST from 1 July 2024.
	OTHER BUILDING CONSENT CHARGES			
<i>Estimated value of work, includes Project Check Fee. The cost of any peer review of professional documents is at the applicant's cost. All Building Control Fees are based on the average time taken to complete administration, processing and inspections based on the value of the building consent or other building work. Work in excess of this time may be charged for at time and disbursements. Any other charge for information, certification or inspection, or recording of safe and sanitary certificates not specifically provided for to be charged at time and disbursements (\$150 minimum). Refunds will be available for withdrawn consents, with any time spend processing and administration costs being deducted. Any consents where processing or inspections are undertaken outside of CODC will be charged At Cost.</i>	Multi-proof building consents actual cost of work to be recovered (value of work less processing apportionment)	As required	As required	
	Amendments to Building Consents actual cost of work to be recovered at time and disbursements	\$150.00 deposit + \$150.00 / hour	\$150.00 deposit + \$150.00 / hour	

FEES AND CHARGES 2024-25

PLANNING AND REGULATORY	2024 /25 Includes GST	2023/24 Includes GST	Comments
Erection of marquee	347	316	10% increase across the board to reduce rating impact
Heating / fire appliances - free standing	265	241	10% increase across the board to reduce rating impact
Heating / fire appliances - inbuilt and second-hand	430	391	10% increase across the board to reduce rating impact
Wetback fire / diesel boilers	430	391	10% increase across the board to reduce rating impact
Inspection cancellation (same day) no fee if cancelled the previous day	150	150	
OTHER BUILDING CHARGES			
Certificate of Acceptance			
Minor work up to \$5,000	1,213	1,103	
Residential \$5,000 to \$20,000	1,626	1,478	10% increase across the board to reduce rating impact
Residential \$20,000+	2,698	2,453	10% increase across the board to reduce rating impact
Commercial	\$742.00	\$675.00	10% increase across the board to reduce rating impact
	+ hourly rate	+ hourly rate	
Change of Use (initial fee)	277	252	10% increase across the board to reduce rating impact
Relocation report within the district	\$150 (report) plus	\$150 (report) plus	
	\$150	\$150	
	per hour of	per hour of	
	inspection	inspection	
New compliance schedule	\$150.00 / hour	\$150.00 / hour	
Amended compliance schedule	121	110	10% increase across the board to reduce rating impact
WOF monitoring features and renewal	\$150.00 / hour	\$150.00 / hour	
Certificate for Public Use	554	504	10% increase across the board to reduce rating impact
Notice to Fix	247	225	10% increase across the board to reduce rating impact
Fire Service assessment of building consents (plus costs)	165	150	10% increase across the board to reduce rating impact
Demolition	330	300	10% increase across the board to reduce rating impact
Inspection of unsatisfactory work (per visit or inspections not	\$150.00 / hour	150	
Swimming pool inspection barriers and compliance (each	\$150.00 / hour	\$150.00 / hour	
Swimming pool registration	60	55	10% increase across the board to reduce rating impact
Water test fee (fee plus actual test cost)	No charge	120	This service is not provided
Assessment of building consent exemption application (deposit)	\$150.00 / hour	\$150.00 / hour	
Title search	30	27	10% increase across the board to reduce rating impact
Minor variations (to building consents)	\$150.00 / hour	\$150.00 / hour	
Cancellation of inspection (any inspection cancelled on the day)	150	150	
BWOF monitoring	\$150.00 / hour	\$150.00 / hour	
Building Consent Report (annual fee)	76	69	10% increase across the board to reduce rating impact
PROJECT INFORMATION MEMORANDUM – RESIDENTIAL	453	412	10% increase across the board to reduce rating impact
PROJECT INFORMATION MEMORANDUM – COMMERCIAL	577	525	10% increase across the board to reduce rating impact
TIME AND DISBURSEMENTS			
Hourly rates for processing all applications - Officers	150	150	
Mileage (dollar(s) per km)	1	1	
Hourly rates for processing all applications - Support	105	105	

FEES AND CHARGES 2024-25

PLANNING AND REGULATORY	2024 /25 Includes GST	2023/24 Includes GST	Comments
ENVIRONMENTAL HEALTH			
Annual inspection			
Camping grounds	370	336	10% increase across the board to reduce rating impact
Hairdresser shops	247	225	10% increase across the board to reduce rating impact
Offensive trades	247	225	10% increase across the board to reduce rating impact
Funeral directors	247	225	10% increase across the board to reduce rating impact
Follow up inspection fee (hourly rate)	150	150	
Change of ownership	150	150	
Annual Registration			
Camping grounds	185	168	10% increase across the board to reduce rating impact
Hairdresser shops	185	168	10% increase across the board to reduce rating impact
Offensive trades	185	168	10% increase across the board to reduce rating impact
Funeral directors	185	168	10% increase across the board to reduce rating impact
Food Control Plans / National Programmes			
Initial registration	443	403	10% increase across the board to reduce rating impact
Annual registration	221	201	10% increase across the board to reduce rating impact
Audit fee			
Food control plan (single-site)	572	520	10% increase across the board to reduce rating impact
Food control plan (multi-site)	902	820	10% increase across the board to reduce rating impact
National Programme 1	414	377	10% increase across the board to reduce rating impact
National Programme 2	507	461	10% increase across the board to reduce rating impact
National Programme 3	599	545	10% increase across the board to reduce rating impact
Subsequent verifications and enforcement (hourly rate)	168	168	
BYLAW AND POLICY			
Trading in Public Place General Bylaw Application fee			
Fee per annum	462	420	10% increase across the board to reduce rating impact
Class 4 Gambling and Board Venue application fee (deposit)	370	336	10% increase across the board to reduce rating impact
Hourly rates for processing all applications	168	168	
ALCOHOL LICENSING			
Local Authority Compliance Certificate			
Building	165	150	10% increase across the board to reduce rating impact
Planning	165	150	10% increase across the board to reduce rating impact
Public notification fee	137	125	10% increase across the board to reduce rating impact
ANIMAL CONTROL			
Dog Registration Fees			
Non-working dogs	72	55	31% increase to reduce impact on dog reserves to enable the building of dog pound though LTP discussions
Working dogs	12	12	No increase as no issues with true working dogs
Late penalty fee (percentage of base fee)	150% of annual registration fee	150% of annual registration fee	
Dangerous Dog	108	No charge	This reflects the details on the left at 150% of the amended fees for pet dogs.

FEES AND CHARGES 2024-25

PLANNING AND REGULATORY		2024 /25 Includes GST	2023/24 Includes GST	Comments
Dog Impounding Charges				
	First impounding (for each 12 months)	100	100	
	Second impounding (for each 12 months)	150	150	
	Third and subsequent impounding (for each 12 months)	200	200	
<i>Any dog classified as dangerous under the Dog Control Act shall pay 150% of the registration fee prescribed in this.</i>	Sustenance	35	35	
	Destruction of dog	At cost	At cost	
	Microchipping	At cost	At cost	
Licence to keep more than 3 dogs				
	Application	75	75	
	Inspection fee	\$150.00 / hour	\$150.00 / hour	
	Annual permit fee	150	150	
REFUNDS				
	Refund administration fee	Refer to Governance and Business Support section	Refer to Governance and Business Support section	
NOISE CONTROL				
Return of Seized Equipment				
	Administration charge	84	84	
	Storage fee	5 per day	5 per day	
	Non-compliance with Excessive Noise Direction	500	500	
	Non-compliance with Abatement Notice regarding unreasonable noise	750	750	
Any increased costs are charged at cost	Contractor charge (add to administration charge)			
	Alexandra / Clyde	70	70	Note the current after hours contact / fees expires 15 January 2026
	Cromwell	80	80	Note the current after hours contact / fees expires 15 January 2026
	Ranfurly	110	110	Note the current after hours contact / fees expires 15 January 2026
	Roxburgh / Naseby	90	90	Note the current after hours contact / fees expires 15 January 2026
ENFORCEMENT				
	Monitoring and enforcement - hourly rate	150	150	
	Planning (all deposits non-refundable)			

FEES AND CHARGES 2024-25

PLANNING AND REGULATORY		2024 /25 Includes GST	2023/24 Includes GST	Comments
<i>All applications for resource and subdivision consent and changes to the District Plan will be charged on a time charge/hourly rate, plus disbursements basis although a minimum payment (deposit fee) is required as detailed. Applications will not be processed unless accompanied by the appropriate application or deposit fee. In accordance with Section 36 of the Resource Management Act where a charge is payable, the Council will not perform the action to which the charge relates until the charge has been paid in full. Note: This applies to all fees and charges in relation to Resource Management functions. Applications which are incomplete or require the applicant to undergo remedial works will incur further costs on a time and disbursement basis.</i>	Subdivision Charges			
	Land Subdivision Consent			
	Consent application deposit (notified to formal hearing)	2,500	2,500	
	Consent application deposit (non-notified to formal hearing)	2,000	2,000	
	Consent application deposit (under delegated authority)	1,000	1,000	
	Minor boundary adjustment	430	430	
	Plan Certification - 223 (deposit)	\$200 + hourly rate	\$200 + hourly rate	
	Plan Certification - 224(c) (deposit)	\$300 + hourly rate	\$300 + hourly rate	
	Minor amendment to cross lease / unit title plan (deposit)	\$510 + hourly rate	\$510 + hourly rate	
	Other Charges			
	Completion certificates	80	80	
	Overseas Investment Regulations Certificates (deposit)	150	150	
	Compliance certificates / Certificate of Compliance (S139) (deposit)	550	550	
	Certified copy of Council resolution	80	80	
	Registered bond	At cost	At cost	
	Release from registered bond	At cost	At cost	
	Right of way consents (deposit) (Section 348 LGA)	225	225	
	Certificate of approval of survey plans (s.226(1)(e)(ii))	150	150	
	Change or cancellation of amalgamation condition (deposit)	160	160	
	Cancellation of easement (Section 243)	\$200 + hourly	\$200 + hourly rate	
	Cancellation or amendment of consent notice (Section 221)	\$200 + hourly	\$200 + hourly rate	
	Hourly rates for processing all applications - Officers	150	150	
	Hourly rates for processing all applications - Support	105	105	
	Specialist assessments	At cost	At cost	
	Subdivision Engineering assessment/inspections	\$150 / hour	\$150 / hour	
	Mileage (dollar(s) per km)	1	1	
	Land Use Consent			
	Consent application deposit (notified to formal hearing)	2,000	2,000	
	Consent application deposit (non-notified to formal hearing)	1,500	1,500	
	Consent application deposit (under delegated authority)	750	750	
	Non-compliance with bulk and location requirements - deposit (under delegated authority)	N/A	N/A	
	Minor breach of standards (deposit)	350	350	
	Application for extension of lapse date (deposit (section 125)	300	300	
	Minor Change or Cancellation of Consent Condition (delegated section 127) (deposit)	\$400 + hourly rate	\$400 + hourly rate	
	Complex Change or Cancellation of Consent Condition (delegated section 127) (deposit)	\$600 + hourly rate	\$600 + hourly rate	
	Change or Cancellation of Consent Condition to Formal Hearing	1000	1000	

FEES AND CHARGES 2024-25

PLANNING AND REGULATORY		2024 /25 Includes GST	2023/24 Includes GST	Comments
<i>Because such procedures are lengthy and involved, it is appropriate that provision be made for ongoing fee charging, for the processing, report preparation, briefing of Chairperson, attendance of planning consultant and / or staff at hearing or in preparation of application to the Chief Executive Officer in the event of an application under delegated authority and for the preparation and drafting of the decision and release to all parties. DBH and BRANZ levies apply to work over \$20,000. All consents processed by external planning consultants/ contractors are charged at cost when this is above the CODC hourly rate.</i>	Monitoring Consent Holders (per hour + mileage)	\$150 / hour +	\$150 / hour +	
	Hearing of Objection to Resource Consent (deposit)	800	800	
	Resource consent exemption (section 87BB) (fixed fee)	225	225	
	Boundary activity (section 87BA) (fixed fee)	300	300	
	Application for Heritage Orders and Designations (deposit)			
	Outline plan approval (deposit)	\$390 + hourly rate	\$390 + hourly rate	
	Outline plan approval (waiver)	\$150 / hour	\$150 / hour	
	Minor, no research (plus public notification)	1,000	1,000	
	Moderate, standard research requirements (plus public notification)	5,000	5,000	
	Major, affects large area of district (plus public notification)	10,500	10,500	
	Application for District Plan Change (Deposit)			
	Minor effect – not requiring research (plus public notification and disbursements and all costs associated with conducting a hearing, including Councillors' fees. Applicant to provide all documentation to Council's satisfaction).	2,500	2,500	
	Moderate effect – requiring limited research (plus public notification and disbursements and all costs associated with conducting a hearing, including Councillors' fees. Applicant to provide all documentation to Council's satisfaction).	7,500	7,500	
	Major effect – affects significant part of District Plan / major land use effects (plus public notification and disbursements and all costs associated with conducting a hearing, including Councillors' fees. Applicant to provide all documentation to Council's satisfaction).	15,000	15,000	
	Information Charges			
	Resource Management Act information	At cost	At cost	
	All other information requested in writing (time charge + disbursements basis min)	80	80	
	NES record search	150	150	

FEES AND CHARGES 2024-25

PLANNING AND REGULATORY	2024 /25 Includes GST	2023/24 Includes GST	Comments
LAND INFORMATION MEMORANDUM (LIM)			
Residential Search			
Provided in 10 working days (electronic)	204	185 (non-refundable)	
Provided in 5 working days (electronic)	290	263 (non-refundable)	
Provided in 10 working days (paper)	346	315 (non-refundable)	
Provided in 5 working days (paper)	462	420 (non-refundable)	
Commercial Search			
Provided in 10 working days (electronic)	289	263 (non-refundable)	
Provided in 5 working days (electronic)	405	368 (non-refundable)	
Provided in 10 working days (paper)	405	368 (non-refundable)	
Provided in 5 working days (paper)	462	420 (non-refundable)	
Other charges (engineering, technical consultancy and valuation fees) – to be in addition to all fees where additional information may be required or a report commissioned, or where attendance at a meeting is requested and for administration, inspection and / or supervision. This includes increased hourly rates where they exceed the CODC hourly rates specified.	At cost	At cost	

FEES AND CHARGES 2024-25

POOLS, PARKS AND CEMETERIES		2024/25 Includes GST	2023/24 Includes GST	Comments
DISTRICT CEMETERIES				
Plot Charge (Standard) - all cemeteries in the District				
Standard plot fees - including memorial structures plot, Cromwell Cemetery		1,000	900	To cover increase in costs
Ashes plot		500	400	To cover increase in costs
Memorial wall (plinth which allows for 32 plaques) - Alexandra Cemetery		150	100	To cover increase in costs
Memorial wall (which allows for 88 plaques double-sided) - Cromwell Cemetery		150	100	To cover increase in costs
RSA Plot - Cromwell Cemetery	No change		No charge	
Stillborn babies	No change		No charge	
Burial Fees District				
<i>Monday to Friday and Saturday mornings only and excluding Saturday afternoon's. No burials Sundays, statutory public holidays.</i>				
Standard re-opening and burial - Double Depth Standard		1,350	1200	Increase in actual cost
Casket larger than standard (213cm x 76.2cm x 50.8cm) – additional to above fee		150	120	Increase in actual cost
Burial of ashes		450	400	Increase in actual cost
Out of District Fee (6 months or more)		100	100	
Burial of infants (up to 10 years / re-opening)		300	300	
Disinterment costs / re-interment	At cost		At cost	
Breaking concrete	At cost		At cost	
Memorial Permit processing fee	15		15	
<i>Ettrick Cemetery Burial Fee charge directly by Sexton (If not then District Burial Fees Apply)</i>				
Plot Fees				
Standard plot fees		600	400	Working towards district plot fees to reduce Rate Payer Subsidy
Ashes plot		300	200	Working towards district plot fees to reduce Rate Payer Subsidy
<i>Burial fees invoiced directly by Sexton (If not then district burial fees apply)</i>		N/A	N/A	
RANFURLY CEMETERY				
Plot Fees				
Standard plot fees	Refer to district cemeteries		400	
Ashes plot	Refer to district cemeteries		200	
<i>Burial fees invoiced directly by Sexton</i>				
PARKS				
Sports Grounds (Alexandra and Clyde)				
First class cricket wicket per ground (per day - wickets 1 & 2)		350	250	Increase in delivery costs
Casual (per ground per day)		150	123	Increase in delivery costs
Cricket wickets (per day - wickets 3 & 4) per wicket		150	135	Increase in delivery costs
Changing Rooms				
Changing rooms (per room) including showers		15	15	
Use of showers per day		8	5	increase in electricity
Athletics (per day)		135	135	
Molyneux Park Scoreboard Toilets - Opening and cleaning - per day	\$75 per day		-	New toilets
Litter collection (per litter bin hire per day) - Additional fee for disposal cost is actual costs.	30		30	Additional disposal fees
Schools and school aged children exempt from ground charges	No Charge		No charge	

Cricket rates are variable depending on level of pitch preparation; seasonal rates available on application and by negotiation.

FEES AND CHARGES 2024-25

POOLS, PARKS AND CEMETERIES	2024/25 Includes GST	2023/24 Includes GST	Comments
Club Seasonal Rates (Including club training, regular season fixtures)			
Rugby - Senior teams only	1,500	850	Increased cost of maintenance
Football - Senior teams only	1,500	1500	Increased cost of maintenance
Softball - Senior teams only	600	500	Increased cost of maintenance
Athletics - Senior teams only	600	500	Increased cost of maintenance
Club Cricket only (excludes first class cricket) - Senior teams only	1,600	1,600	Increased cost of maintenance
Touch Rugby – per season	600	500	Increased cost of maintenance
End of season cleaning fee	Actual Cost	200	
OTHER PARKS AND RESERVES			
Alexandra and Clyde – including Pioneer Park – per day			
Commercial activity or event including circus, gypsy fair, Blossom Festival	500	400	Increased cost of maintenance
Non-Profit Community Groups	No charge	No charge	
Commercial market days	\$65 including power	\$55 including power	Increase in utility costs
	power		
Commercial – car displays, advertising, vendors per day	150	146	Increase in delivery costs
Basic space hire – no preparation / services required	No charge	No charge	
Non-commercial – community group activity includes rubbish and area preparation, e.g. school fairs	No charge	No charge	
Amusement devices (activity or device)	\$11.50 application fee for one device and \$2.30 extra device For longer periods \$1.15 per week per device Engineering fee at cost	\$11.50 application fee for one device and \$2.30 extra device For longer periods \$1.15 per week per device Engineering fee at cost	
Council power box (power already connected per hour)	10	5	Increased power costs
Electricity boxes (if available) (power and connection)	At cost	At cost	
Bond to cover potential damage - refundable upon inspection grounds are in good condition	400	400	
District Wide - Vendors - Coffee, Food per Week - Including power	55	-	New charge to cover itinerat traders
CROMWELL			
Anderson Park Changing Pavilion			
Club per season	580	574	Increase maintenance costs
Casual day hire	60	58	Increase maintenance costs
Anderson Park (Junior sport free) - school and school age children exempt			
Sports Club Rentals (per player per season)			
Anderson Park grounds	51	51	
Netball / tennis courts	20	20	
Club Seasonal Rates (Including club training, regular season fixtures)			
Rugby - Senior teams only	1,500	1500	
Football - Senior teams only	1,500	1500	
Softball - Senior teams only	600	500	Higher delivery costs
Athletics - Senior teams only	600	500	Higher delivery costs
Club Cricket only (excludes first class cricket) - Senior teams only	1,200	1200	
Touch Rugby – per season	600	500	Higher delivery costs

FEES AND CHARGES 2024-25

POOLS, PARKS AND CEMETERIES		2024/25 Includes GST	2023/24 Includes GST	Comments
A \$400 bond is required for circuses and fairs, amusement device operators are also required to pay the appropriate inspection licensing fees to operate devices in the district.	Casual Users (per day)			
	Non-sporting activities (per ground plus electricity)	80	75	Increase in delivery costs
	Touch (per field)	50	45	Increase in delivery costs
	Rugby (per field)	80	69	Increase in delivery costs
	ALPHA STREET PAVILION			
	Football Club per annum	573	573	
	Casual day hire	58	58	
	ALPHA STREET RESERVE			
	(Per day) - school and school age children exempt			
	Commercial activity or event including circus and gypsy fair, circus	500	400	Increase in delivery costs
	Club Seasonal Rates			
	(Including club training, regular season fixtures)			
	Football - Senior teams only	1,500	1500	
	Touch Rugby – per season	500	500	
	Sports Club Rentals			
	(per player per season) (junior sports free)			
	Alpha Street grounds	51	51	
	OTHER PARKS AND RESERVES			
	Cromwell per day			
	Basic space hire – space only no preparation required	No charge	No charge	
	Non-Profit – community group activity including rubbish and area preparation eg. school fairs	No charge	No charge	
	Commercial – Market days	55	55	
	Commercial – Car displays / advertising, vendors - per day	160	145	Increase in maintenance
	Amusement devices (activity or device)	\$11.50 application fee for one device and \$2.30 per extra device. For longer periods \$1.15 per week per device	\$11.50 application fee for one device and \$2.30 per extra device. For longer periods \$1.15per week per device.	
		Engineering fee at cost	Engineering fee at cost	
	MĀNIATOTO PARK			
	Sports clubs (per annum)	1,000	907	Increase in delivery costs
	Sports ground (per day)	120	117	Increase in delivery costs
	Outdoor netball / tennis courts	160	150	Increase in delivery costs
	Basic space hire – no preparation required	No charge	No charge	
	Non-Profit Community activity (general use including rubbish and ground preparation)	No charge	No charge	
	Commercial activity	150	122	Increase in delivery costs
	Athletics (per day) - Schools	No charge	No charge	
	Athletics (per half day)	No charge	No charge	
	OTHER PARKS AND RESERVES			
	Māniatoto per day			
	Basic space hire – space only no preparation required	No charge	No charge	
	Non-commercial – community group activity including rubbish and area preparation eg. school fairs	38	38	
	Junior Cricket – Naseby	No charge	No charge	
	Commercial – Market days, Vendors	65	55	Increase in delivery costs
	Commercial – Car displays / advertising	150	145	Increase in delivery costs

FEES AND CHARGES 2024-25

POOLS, PARKS AND CEMETERIES	2024/25 Includes GST	2023/24 Includes GST	Comments
TEVIOT VALLEY			
King George Park - Community activity	No charge	No charge	
King George Park - Commercial activity	80	80	
Basic space hire – no preparation required	No charge	No charge	
Commercial Market, Vendor	55	55	
BIG FRUIT EVENT SIGNS			
(includes install / removal costs)			
6 signs available (maximum 2 signs per event booking)			
Commercial event per event, per sign frame	350	350	
Non-commercial event per event, per sign frame	50	50	
EVENT BANNERS DISTRICT WIDE			
Banner install / removal and fixings per sign on FlagTrax system	10	10	
ALEXANDRA POOL AND CROMWELL POOL			
Single Admission			
Adult (18 years old)	7	6.5	Increase costs, labour, material utility charges
Child (School Age)	4	3.5	Increase costs, labour, material utility charges
Pre-schooler (with maximum of 2 per 1 paying parent / caregiver)	No charge	No charge	
Gold Card and tertiary student 17% off entry	6	5.5	Increase costs, labour, material utility charges
Community Services Card holder 17% off entry	6	5.5	Increase costs, labour, material utility charges
Shower	6	5	Increase costs, labour, material utility charges
Family - maximum 2 adults and 4 children	18.5	17	Increase costs, labour, material utility charges
Family - 1 Adult and 4 children	17.5	16.4	Increase costs, labour, material utility charges
Replacement swim card if lost	2.50	2	Increase cost of replacement
Gym/Swim Pass 30% off adult entry only			actual cost with 30% discount
Membership Card and Yearly Pass			
Adult - 10 swims	63	58.5	1 free swim - increase in costs
Adult - 25 swims	160	138	2 free swims - increase in costs
Adult - 50 Swims	330	260	3 free swims - increase in costs
Adult yearly pass (includes Aqua Fit classes)	480	480	
Child - 10 swims	36	30	1 free swim - increase in costs
Child - 25 swims	92	74.5	2 free swims - increase in costs
Child - 50 Swims	188	140	3 free swims - increase in costs
Child yearly pass	240	240	
Prepaid Swim Membership Prices			
Family - 6 Months	429	429	
Family - 12 Months	709	709	
Direct Debit Swim Membership Prices			
Child - 6 Months	5.00 / week	5.00 / week	
Child - 12 Months	4.00 / week	4.00 / week	
Adult - 6 Months	12.00 / week	12.00 / week	
Adult - 12 Months	10.00 / week	10.00 / week	
Family - 6 Months	19.00 / week	19.00 / week	
Family - 12 Months	16.00 / week	16.00 / week	

FEES AND CHARGES 2024-25

POOLS, PARKS AND CEMETERIES	2024/25 Includes GST	2023/24 Includes GST	Comments
Gold Card, Community Services Card and Tertiary Students Card Holders			
10 swims (includes 17% discount)	\$59	17% off the above adult prices	includes 17% discount
25 swims (includes 17% discount)	\$137	17% off the above adult prices	includes 17% discount
Yearly pass (includes 17% discount)	\$400	17% off the above adult prices	includes 17% discount
Aquarobics and Aqua Fit			
Casual Adult entry and class	11.50	11	increased costs
Adult - 11 class membership concession (includes pool entry)	115	110	1 free class - increased costs
Aqua class only when used with 10/25/50 swim concession card	5	4.5	including 17% discount
Gold Card, Community Services Card, tertiary student entry and class (includes 17% discount)	\$9.50	17% of the above Adult Fees	including 17% discount
Gold Card, Community Services Card, tertiary student - 11 class membership concession (includes pool entry) (includes 17% discount)	\$5	17% of the above Adult Fees	
Aqua Fit Class only excluding pool entry	5	No charge	Mistake last year
Aqua Fit/Swim	11.50	-	New payment option
School Hire			
<i>District primary schools</i> per lane / block per hour – minimum charge 1 hour (excludes pool entry)	10	9	increase in operating costs
<i>District high schools</i> per lane / block per hour – minimum charge 1 hour (excludes pool entry)	10	9	increase in operating costs
<i>Non-district schools</i> – Minimum charge 1 hour (excludes pool entry)	15	13	increase in operating costs
Therapeutic pool per hour	40	36	increase in operating costs
Central Otago Swimming Clubs / Non-Commercial (as per definition)			
Tues, Thurs non-competitive club nights per lane, excludes entry (does not include development or squad coaching sessions)	10	9	increase in operating costs
Lane hire per lane per hour excludes pool entry minimum 1 hour (including development or squad coaching sessions)	10	9	increase in operating costs
Swim meets / competition nights full 25 metre pool hire includes pool entry min 1 hour (or by agreement with Aquatics Manager), includes staff time	180	150	increase in operating costs
Kayak Polo	Pool Entry plus staff time	Pool entry plus staff time	
Commercial Operators			
Lane hire per lane per hour excludes pool entry min 1 hour (or by agreement with Aquatics Manager)	35	30	Increase operating costs
Students - 10 swim pool entry concession card	10	10	
Commercial Advertising fee per A1 size sign per year.	1,000	-	This is a new charge designed to attract additional income from commercial advertising
Additional Charges			
Additional staff after hours	\$60 per hour per staff member	\$50 per hour per staff member	increase in staff costs
MEETING ROOM CHARGES (where available)			
Kitchen surcharge per half day	45	45	
Kitchen surcharge per hour	15	15	
Meeting room hire per half day	45	45	
Meeting room hire per hour	15	15	

FEES AND CHARGES 2024-25

POOLS, PARKS AND CEMETERIES	2024/25 Includes GST	2023/24 Includes GST	Comments
Birthday Party options			
Normal entry fee applies	4		- New charge to promote birthday party income
Normal entry plus Party room hire fee	Refer to entry and room hire fees \$10 per child	Refer to entry and room hire fees \$10 per child	
Full package - Birthday child free - room hire - decorations - pool toys - invitations			
BBQ Hire	\$15 per hour	\$15 per hour	
Inflatable Hire	\$25 per hour	\$25 Per hour	
Toddler Time - 1 under 5 years old - plus 1 parent	5		- New charge to attract young families
SWIMMING LESSONS – CENTRAL SWIM SCHOOL			
(includes pool entry) Payment in advance or by direct debit			
10 x toddler / preschool lesson	120	111	\$12 a lesson cover increased costs
- 10 swim pool entry concession card	10	10	
TOTAL	130	121	
10 x school age lessons	130	111	\$13 a lesson cover increased costs
- 10 swim pool entry concession card	10	10	\$1 pool entry fee to swim before and/or after lesson
TOTAL	140	121	
10 x 45 Advanced level	140	118	\$14 a lesson cover increased costs
- 10 swim pool entry concession card	10	10	\$1 pool entry fee to swim before and/or after lesson
TOTAL	150	128	
Weekday private lesson			
15 minutes	20	19	To cover increased expenses
30 minutes	40	39	To cover increased expenses
5-day block holiday classes - Under 5-years \$60 including pool entry fee	65	55	To cover increased expenses
- 5 swim pool entry concession card - Private swim school	5	5	
TOTAL	70	60	Total \$70 including swim entry
Family Discount:			
<i>If you have 3 or more members of your family learning to swim, only the first two members will pay standard price, then all additional children will receive 30% off standard price.</i>			
Direct Debit fees for payment of lessons above will incur these additional charges			
Direct Debit Transaction Fee - successful transaction from bank account, credit union or building society	0.6	0.6	
Direct Debit Transaction Fee - successful transaction from Visa / Mastercard	2.35%	2.35%	
Direct Debit Transaction Fee - successful transaction from Amex / Diners Card	4.22%	4.22%	
Failed Transaction Fee	0.6	0.6	
Dishonour Fee by customer	11.5	11.5	
Investigation Fee - charged back to customer	44	44	

FEES AND CHARGES 2024-25

POOLS, PARKS AND CEMETERIES	2024/25 Includes GST	2023/24 Includes GST	Comments
RANFURLY SWIM CENTRE			
Admission			
Child	3	2.5	To cover increased expenses
Adult	5.5	5	To cover increased expenses
Child - 11 x swims (swim card) - includes 1 free swim	27	25	1 free swim
Adult - 11 x swims (swim card) - includes 1 free swim	50	50	
Season pass (single)	100	95	To cover increased expenses
Season pass (family) plus \$10 per child	118	118	
Mānātoto Area School	550	522	To cover increased expenses
St John's School	154	154	
Aquabelles (per season)	412	412	
Other groups (per season)	412	412	
Professional coaching per hour	35	27	To cover increased expenses
OMAKAU CAMP FEES			
Adult full bedding	50 per person	48 per person	Omakau camp fees now form part of Fees and charges.
Child full bedding (up to year 8)	30 per person	28 per child	The Reserve Committee have asked to increase fees to
Child 2-5 years full bedding	Free	\$12 per child	help cover increased costs.
Cabins with Sleeping Bags			
Adult standard bedding (Bring own sleeping bag)	35 per person	33 per person	
Child standard bedding (bring own sleeping bag) Up to year 8	20 per child	18 per child	
Child 2-5 years	Free	6 per child	
Powered Sites			
1 person	28 per night	20 per night	
2 people	40 per night	37 per night	
Extra person	15 per night	12 per night	
Children (Up to year 8)	10 per night	7 per night	
Children under 5	Free	Free	
Tent Sites			
1 person	20 per night	17 per night	
Extra person	15 per night	12 per night	
Children (up to year 8)	10 per night	7 per night	
Children under 5	Free	Free	
Showers			
Non-Campers (Place in honesty box)	5	-	New charge for freedom campers
Laundry			
Laundry per load wash and dry	4	3	cover increasing costs
Caravan Storage			
Yearly storage fee on site	500	400	Additional storage costs to cover expenses.

FEEES AND CHARGES 2024-25

POOLS, PARKS AND CEMETERIES	2024/25 Includes GST	2023/24 Includes GST	Comments
CLYDE CAMP FEES			
Power/Non-Powered (per person)			
Adult - 16 Years and above	20	20	Clyde camp fees approved by VCB
Child 5-15 Years	10	10	Clyde camp fees approved by VCB
Under 5 Years	Free	Free	Clyde camp fees approved by VCB
Family Cabins (x2 people)	80	70	Clyde camp fees approved by VCB
Basic Cabins (x2 people)	60	70	Clyde camp fees approved by VCB
Additional adults	20	20	Clyde camp fees approved by VCB
Additional child	10	10	Clyde camp fees approved by VCB
Additional linen available	10	10	Clyde camp fees approved by VCB
Showers, laundry, and dryer	\$2 coins required	\$2 coins required	Clyde camp fees approved by VCB
Carvan Storage (In advance) - (Yearly August to September)	400	400	Clyde camp fees approved by VCB

FEES AND CHARGES 2024-25

PROPERTY AND COMMUNITY FACILITIES		2024/25 Includes GST	2023/24 Includes GST	Comments
A \$25 booking fee is applicable for non-payment on landing	AIRPORT LANDING FEES (PER LANDING)			
	Private aircraft	10	10	
	Commercial light aircraft / twin engine	20	20	
	Passenger planes < 18 passenger capacity	30	30	
	Passenger planes >18 passenger capacity	60	60	
	Emergency services (Police, Rural Fire, Air Ambulance)	No charge	No charge	
	New Zealand Armed Forces	No charge	No charge	
	APPLICATION FOR EASEMENT (RESERVE LAND)			
	Application Fee	250	250	
	Processing Fee	1,000	1,000	
	Associated Costs (Legal, Survey, Public Advertising etc.)	At cost	At cost	
	APPLICATION FOR EASEMENT (NOT RESERVE LAND)			
	Application Fee	500	500	
	APPLICATIONS TO STOP LEGAL ROAD			
	Application Fee	250	250	
	Processing Fee	1000	1000	
	Associated Costs (Legal, Survey, Valuation, Public Advertising etc.)			
COMMUNITY FACILITIES				
All Facilities - Hourly cleaning rate of \$100 will be charged if venue is left dirty.				5% increase of anticipated CPI for year 1, then an addition 5% for electricity increase in yr 1 - rounded up. Yrs 2-10 with a 2% increase accumulative for all Community Facilities
All Facilities - Damages will be on charged to users at the cost of repairs.				
A \$300 bond is required for social functions; a whole day is more than 6 hours, half day is less than 6 hours. Bookings for the Jordan Lounge are made with the Senior Citizens on (03) 448 7007.	ALEXANDRA COMMUNITY CENTRE			
	Hall and Bar			
	Commercial whole day	304	275	
	Commercial half day	188	170	
	Commercial hourly rate	40	35	
	Non-commercial whole day	177	160	
	Non-commercial half day	111	100	
	Non-commercial hourly rate	23	20	
	Hall, Kitchen and Bar			
	Commercial whole day	331	300	
	Commercial half day	221	200	
	Non-commercial whole day	199	180	
	Non-commercial half day	138	125	

FEES AND CHARGES 2024-25

PROPERTY AND COMMUNITY FACILITIES	2024/25 Includes GST	2023/24 Includes GST	Comments
Hall, Reading Room, Kitchen and Bar			
Commercial whole day	381	345	
Commercial half day	249	225	
Non-commercial whole day	249	225	
Non-commercial half day	150	135	
Whole Complex			
Commercial whole day	502	455	
Commercial half day	331	300	
Non-commercial whole day	309	280	
Non-commercial half day	188	170	
Hire of equipment (away from hall, daily rate)			
Trestles (each)	5	5	
Chairs (each)	2	2	
Portable stage pieces (each)	5	5	
ALEXANDRA MEMORIAL THEATRE			
Commercial			
Evening performance	738	670	
Matinee performance (afternoon)	557	505	
Rehearsal (includes heating)	249	225	
Hourly rate (includes heating)	117	105	
Hourly rate (no heating)	56	50	
Non-commercial			
Evening performance	260	235	
Matinee performance (afternoon)	199	180	
Rehearsal (no heating)	67	60	
Rehearsal (with heating)	139	125	
Hourly rate (includes heating)	67	60	
Hourly rate (no heating)	34	30	
CENTRAL STORIES BUILDING			
Meeting room and theatre			
Commercial hire	\$45 / hour	\$40 / hour	
Non-commercial hire	\$23 / hour	\$20 / hour	

FEES AND CHARGES 2024-25

PROPERTY AND COMMUNITY FACILITIES		2024/25 Includes GST	2023/24 Includes GST	Comments
MOLYNEUX PARK				
Stadium				
<i>A whole day is more than 6 hours, half day is less than 6 hours. The stadium has a wooden gymnasium floor and is therefore not suitable for events requiring seating or furniture unless provision is made to protect the floor.</i>	Commercial hourly rate	40	35	
	Non-commercial hourly rate	28	25	
	Commercial - whole day	337	305	
	Commercial - half day	227	205	
	Non-commercial - whole day	188	170	
	Non-commercial - half day	139	125	
	Kitchen - whole day (includes foyer toilets)	62	55	
	Kitchen - half day (includes foyer toilets)	34	30	
	Kitchen - Non-commercial whole day	34	30	
	Kitchen - non-commercial half day	23	20	
	Gas heating token (20 mins)	4	2	
	Electric heating token (15 mins)	2	0.5	
	Changing rooms (per room)	18	15	
COUNCIL OFFICE HIRE				
William Fraser Building				
	Council Chambers whole day	128	115	
	Council Chambers half day	62	55	
	Tea making facilities (per person per tea break)	4	2	
Cromwell Service Centre				
	Council Chambers whole day	127	115	
	Council Chambers half day	61	55	
	Tea making facilities (per person per tea break)	4	2	
OMAKAU HALL				
<i>This hall is now under Council management. Fees last set by community hall committee in 2007. Fees in line with other provincial halls but with a discount as hall is in poor condition.</i>	Whole day hire (not exceeding 24 hours)	67	60	
	Half day hire (not exceeding 6 hours)	29	25	
	Hourly rate	9	7	
	Hire of trestles and chairs (away from hall)			
	Trestles (each)	5	5	
	Chairs (each)	1	1	
RANFURLY HALL				
<i>A discretionary \$300 bond is required for social functions.</i>	Non Commercial Meetings whole day hire	124	111	
	Commercial Meetings whole day hire	245	221	
	Non Commercial Meetings half day hire	65	58	
	Commercial Meetings half day hire	124	111	
	Non commercial Meetings in supper room (hourly rate)	25	21	
	Commercial Meetings in supper room (hourly rate)	48	42	
	Non commercial - Local concerts	106	95	
	Commercial - visiting artists and concerts	140	126	
	Commercial Weddings and cabarets etc whole day hire	209	189	
	Local schools: sports day / events (subject to conditions)	No charge	No charge	
	Lions Club Furniture auctions	65	58	

FEES AND CHARGES 2024-25

PROPERTY AND COMMUNITY FACILITIES	2024/25	2023/24	Comments
	Includes GST	Includes GST	
Ranfurly Service Centre			
Council Chambers whole day	61	55	
Council Chambers half day	39	35	
Meeting room whole day	39	35	
Meeting room half day	28	25	
MĀNIATOTO STADIUM			
Non commercial sports session (not exceeding 2 hours)	23	20	
Non commercial sports session (not exceeding 6 hours)	40	35	
Non commercial Stadium only (day rate – not exceeding 24 hours)	128	115	
Commercial sports session (not exceeding 2 hours)	45	40	
Commercial sports session (not exceeding 6 hours)	89	80	
Commercial Stadium only (day rate – not exceeding 24 hours)	254	230	
Non - commercial: Stadium / kitchen / bar not exceeding 24 hours	188	170	
Commercial: Stadium / kitchen / bar not exceeding 24 hours	375	340	
Stadium frost cloth canopy	401	300	
Local schools sports day / events (subject to conditions)	No charge	No charge	
Internal change rooms - casual hire per day	65	-	
Rugby Clubrooms			
Non-commercial (day rate – not exceeding 24 hours)	95	85	
Non-commercial (half day rate – not exceeding 6 hours)	51	45	
Commercial (day rate – not exceeding 24 hours)	188	170	
Commercial (half day rate – not exceeding 6 hours)	100	90	
Non-commercial clubrooms / kitchen / bar (day rate not exceeding 24 hours)	161	145	
Non-commercial clubroom / kitchen / bar (half day rate not exceeding 6 hours)	78	70	
Commercial clubroom / kitchen / bar (day rate not exceeding 24 hours)	321	290	
Commercial clubroom / kitchen / bar (half day rate not exceeding 6 hours)	155	140	
Local schools sports day / events (subject to conditions)	No charge	No charge	
Commercial Kitchen			
Non-commercial whole day (not exceeding 24 hours)	62	55	
Non-commercial half day (not exceeding 6 hours)	31	27	
Commercial whole day (not exceeding 24 hours)	122	110	
Commercial half day (not exceeding 6 hours)	62	55	
Hire of trestles away from the Stadium			
Hire of trestles away from the stadium (per trestle)	5	3	
Hire of chairs away from the stadium (per chair)	1	1	
Portable stage pieces (each)	20	-	
Charges per annum			
Māniatoto Squash Club	1,706	1550	
A&P Association (per show)	909	825	

*A discretionary \$300
bond is required for social
functions.*

FEES AND CHARGES 2024-25

PROPERTY AND COMMUNITY FACILITIES	2024/25 Includes GST	2023/24 Includes GST	Comments
Mānīatoto seasonal toilets			
Mānīatoto Summer seasonal toilets (Nov-May) - open toilets outside of the season	34	30	
Mānīatoto Summer seasonal toilets (Nov-May) - open toilets outside of the season Naseby	50	-	
Service toilets outside of season - daily fixed charge	18	15	
NASEBY HALL			
Non commercial Whole day hire (not exceeding 24 hours)	117	105	
Non commercial Half day hire (not exceeding 6 hours)	45	40	
Non commercial Hourly rate if less than half day	23	20	
Commercial Whole day hire (not exceeding 24 hours)	232	210	
Commercial Half day hire (not exceeding 6 hours)	89	80	
Commercial Hourly rate if less than half day	45	40	
NASEBY PAVILION			
Non commercial Whole day hire (not exceeding 24 hours)	40	35	
Non Commercial Half day hire (not exceeding 6 hours)	23	20	
Commercial Whole day hire (not exceeding 24 hours)	78	70	
Commercial Half day hire (not exceeding 6 hours)	45	40	
WAIPIATA HALL			
Non commercial 24 hour period	117	105	
Non commercial Hourly rate	11	8	
Commercial 24 hour period	232	210	
Commercial Hourly rate	45	40	
WALLACE MEMORIAL ROOMS			
Meeting Room and kitchen			
Non commercial Whole day hire (not exceeding 24 hours)	40	35	
Non commercial Half day hire (not exceeding 6 hours)	23	20	
Commercial Whole day hire (not exceeding 24 hours)	78	70	
Commercial Half day hire (not exceeding 6 hours)	45	40	
Interview Room with kichenette			
Non commercial Whole day hire (not exceeding 24 hours)	40	35	
Non commercial Half day hire (not exceeding 6 hours)	23	20	
Commercial Whole day hire (not exceeding 24 hours)	78	70	
Commercial Half day hire (not exceeding 6 hours)	45	40	
WEDDERBURN HALL			
Non commercial Whole day hire (not exceeding 24 hours)	117	105	
Non commercial Half day hire (not exceeding 6 hours)	45	40	
Non commercial Hourly rate if less than half day	23	20	
Commercial Whole day hire (not exceeding 24 hours)	232	210	
Commercial Half day hire (not exceeding 6 hours)	89	80	
Commercial Hourly rate if less than half day	45	40	

FEES AND CHARGES 2024-25

PROPERTY AND COMMUNITY FACILITIES		2024/25	2023/24	Comments
		Includes GST	Includes GST	
PATEAROA HALL				
<i>A discretionary \$300 bond is required for social functions.</i>	Non commercial Whole day hire and funerals	117	105	
	Commercial Whole day hire	232	210	
	Non commercial Half day hire (not exceeding 6 hours)	40	35	
	Commercial Half day hire (not exceeding 6 hours)	117	105	
	Non commercial Meeting room (locals)	23	20	
	Commercial Meeting room (non-locals)	34	30	
Hire of tables and chairs (away from hall)				
	Tables	10	11	
	Padded chairs	2	2.5	
	Plastic chairs	1	1	
ROXBURGH ENTERTAINMENT CENTRE				
Theatre				
<i>A discretionary \$300 bond is required for social functions.</i>	Evenings	342	310	
	Conferences	342	310	
	Matinees, meetings and rehearsals	166	150	
	Hourly rate for non-profits groups only	23	20	
Dance Hall				
<i>Track lighting is additional to all other fees.</i>	Commercial whole day (social functions, weddings, funerals)	342	310	
	Commercial half day (social functions, weddings, funerals)	166	150	
	Hourly rate for non-profit groups only	23	20	
	Track lighting (per day) room (per day)	56	55	
	Track lighting - supper	34	30	
	Track lighting - dance hall (per day)	34	30	
Kitchen				
	Commercial hire whole day (social functions, weddings, funerals)	166	150	
	Commercial half day (social functions, weddings, funerals)	117	105	
	Hourly rate for non-profit groups only	23	20	
	Whole complex (non-discountable)	628	570	
ROXBURGH MEMORIAL HALL				
Whole Hall				
	Whole day hire (not exceeding 24 hours)	117	105	
	Half day hire (not exceeding 6 hours)	45	40	
	Hourly rate	23	20	
Roxburgh Service Centre				
	Council Chambers whole day	62	55	
	Council Chambers half day	40	35	

FEES AND CHARGES 2024-25

SERVICE CENTRES, iSITE AND LIBRARIES		2024/25 Includes GST	2023/24 Includes GST	Comments
VISITOR INFORMATION CENTRES				
<i>Located at Ranfurly and Roxburgh</i>	Booking commission (on operator bookings)	10-20%	10-20%	
	Cancellation fee (payable by customer)	10-20%	10-20%	
	Event tickets	Up to 20%	Up to 20%	
	Booking fee	No charge	No charge	
DISPLAY				
Local operators (per brochure per centre per annum)		120	115	Across the 2 centres
Outside region operators (per brochure per centre per annum)		250	200	Across the 2 centres
TV OPERATOR ADVERTISING				
Per month		Up to \$25	25	
Per 6 months (summer / winter)		Up to \$150	150	
Per year		Up to \$300	300	
One-off projects carried out during the year where operators who participate contribute to the costs on a case-by-case basis		As required	As required	
LIBRARIES				
Interloan books from outside district (plus and externally imposed charges per book)		Up to \$15	Up to \$15	
Replacement cards		5	5	
OVERDUE BOOKS (per book per day)				
Adults (Delete)		No charge	0.2	Moving to Fines Free
DVDs (per week)		3	3	
Lost / Damaged books		Replacement cost & \$10.00 processing fee	Replacement cost & \$10.00 processing fee	
COMPUTER USE				
Half-hour		No charge	2	Now free as we have APNK
PHOTOCOPYING AND PRINTING				
A4 per page (black and white)		0.2	0.2	
A3 per page (black and white)		0.4	0.4	
A4 per page (colour)		1	1	
A3 per page (colour)		2	2	
SCANNING				
Per page		0	0	

FEES AND CHARGES 2024-25

COMMUNITY, ECONOMIC AND STRATEGIC DEVELOPMENT	2024/25 Includes GST	2023/24 Comments Includes GST
TOURISM CENTRAL OTAGO		
Central Otago related products / operators registration fee (outside region operators as approved by Tourism Central Otago)	up to \$1000.00	up to \$1000.00
Use of Tourism Central Otago Event infrastructure (marquee, gazebo, gantry, timing clock)	up to \$200.00	No charge New charge
There may be one-off projects carried out during the year where operators who participate contribute to the costs on a case-by-case basis	As required	As required

FEES AND CHARGES 2024-25

GOVERNANCE AND BUSINESS SUPPORT	2024/25 Includes GST	2023/24 Includes GST	Comments
REFUNDS			
Administration fee	25	25	
RATING SERVICES			
Water rates final read	Refer to Three Waters - Water Meter	40	
Water rates final self-read	Accuracy Tests	No charge	
Printed copy of complete Rating Information Database	480	460	Increased printing costs
MAPS / AERIAL PHOTOGRAPHY			
<i>Printing as per the above photocopying charges</i>			
Custom maps (per hour cost)	102	102	
Electronic copies of aerials	POA	POA	
PROJECTOR			
Projector hire (per day)	51	51	
RECORDS, ARCHIVES AND LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT			
Records, archives and official information request time spent by staff searching for relevant material, abstracting and collating, copying, transcribing and supervising access where the total time involved is in excess of one hour should be charged out as follows, after the first hour. This is at the discretion of Council and will be discussed at time of engagement.			
First 1 hour	Free of charge	Free of charge	
For additional half hour or part thereof	38	38	
<i>Council's preferred method for delivery of the requested information is digitally for sustainability purposes. If you require the information to be printed or posted, please refer to Service Centres and Libraries section.</i>			



Teviot Valley Community Board

4 April 2024

Appendix Two

Teviot Valley Community Board – Draft 2024-25 Annual Plan Budget - Income and Expenditure

Annual Report 2022/23	Annual Plan 2024/25 Budget	Annual Plan 2023/24	Annual Plan 2024/25	AP 2023/24 vs AP 2024/25 \$ Change	AP 2023/24 vs AP 2024/25 % Change	LTP Year 4 2024/25	LTP vs AP 2024/25 \$ Change
Income							
534,643	Rates	520,608	628,549	107,941	20.7%	506,440	122,110
9,904	Other Capital Contributions	-	-	-	0.0%	-	-
64,915	User Fees & Other	28,150	33,391	5,241	18.6%	18,309	15,082
35,232	Internal Interest Revenue	23,030	58,913	35,883	155.8%	34,088	24,825
108,000	Govt grants & subsidies	-	23,726	23,726	0.0%	-	23,726
752,695	TOTAL INCOME	571,788	744,580	172,792	30.2%	558,837	185,743
Expenditure							
137,033	Depreciation	141,607	149,879	8,272	5.8%	114,901	34,978
4	Internal Interest Expense	6,690	29,459	22,769	340.3%	26,066	3,393
154,214	Overhead Costs	155,970	185,717	29,747	19.1%	153,179	32,538
9,947	Electricity & Fuel	12,600	17,091	4,491	35.6%	12,852	4,239
538,989	Grants	42,200	47,200	5,000	11.8%	43,044	4,156
22,881	Professional Fees	5,500	9,347	3,847	69.9%	3,570	5,777
136,955	Maintenance Costs	152,192	149,143	(3,049)	(2.0%)	121,168	27,975
43,267	Operating Costs	63,558	55,572	(7,986)	(12.6%)	73,764	(18,193)
28,618	Members Remuneration	31,601	19,039	(12,562)	(39.8%)	28,968	(9,929)
57	Conferences & courses	1,060	806	(254)	(24.0%)	2,610	(1,804)
11,681	Rates Expense	12,005	15,939	3,934	32.8%	12,857	3,082
1,083,647	TOTAL EXPENDITURE	624,983	679,191	54,208	8.7%	592,978	86,212
(330,952)	OPERATING SURPLUS/(DEFICIT)	(53,195)	65,389	118,584	(222.9%)	(34,142)	99,530

Income

The main variances are:

- User fees have increased slightly to reflect actual income received.
- Interest revenue has increased by \$36k. This is due to the higher market interest rate increases on surplus reserve balances.
- Grants and subsidies include expected external grants for the Roxburgh Entertainment Centre capital projects.



Expenditure

The main variances are:

- Internal interest expense has increased by \$23k. This is due to increased market interest rates that are applied to deficit reserve balances.
- Depreciation costs have increased slightly by \$8k. This reflects the capitalisation of capital projects carried in the previous year.
- Overheads costs have increased by \$30k. Insurance, audit fees, Information Services software licencing and cybersecurity are some of the costs that have increased this cost.
- Professional fees, electricity and fuel have increased overall by \$8k. This is offset by decreases in maintenance and operating costs of (\$11k). These costs are adjusted for inflationary requirements and planned maintenance programmes.
- Grants has increased by \$5k. This relates to the Roxburgh general grant fund increasing from \$5k to \$10k.
- Rates Expense has increased by \$4k. This is to reflect the estimated rates increase for the district.

Rates for the 2024-25 Annual Plan comparison to Annual Plan 2023-24

Promotion Rate		AP 2023/24	AP 2024/25	AP 2023/24 vs AP 2024/25 \$ Change	AP 2023/24 vs AP 2024/25 % Change	LTP Year 4 2024/25	LTP vs AP 2024/25 \$ Change
7033	Teviot Valley Promotions	2,000	2,000	0	0.0%	2,040	(40)
		2,000	2,000	0	0.0%	2,040	(40)

Targeted rate for promotion within each community board based on the use to which the rating unit is placed.
The targeted rates are based on the capital value

Recreation and Culture Charge		AP 2023/24	AP 2024/25	AP 2023/24 vs AP 2024/25 \$ Change	AP 2023/24 vs AP 2024/25 % Change	LTP Year 4 2024/25	LTP vs AP 2024/25 \$ Change
7461	Reserves Teviot Valley	222,745	236,042	13,297	5.6%	218,264	17,778
7414	Roxburgh Entertainment Centre	74,609	115,339	40,730	35.3%	35,336	80,003
7491	Roxburgh Pool	66,312	62,626	(3,686)	(5.9%)	72,102	(9,475)
7463	Teviot Valley Walkway Committee	2,438	0	(2,438)	0.0%	3,863	(3,863)
7492	Millers Flat Pool	37,033	53,218	16,185	30.4%	27,389	25,829
7411	Community Halls Teviot	3,532	13,811	10,279	74.4%	5,946	7,865
7413	Roxburgh Memorial Hall	330	411	81	19.7%	337	74
		406,999	481,447	74,448	18.3%	363,237	118,210

Targeted rate for recreation and culture based on a uniform charge per rating unit. Recreation and culture charges fund the operations and maintenance of parks and reserves, swimming pools, museums, sports club loan assistance, community halls and other recreation facilities and amenities.



Ward Services Charge		AP 2023/24	AP 2024/25	AP 2023/24 vs AP 2024/25 \$ Change	AP 2023/24 vs AP 2024/25 % Change	LTP Year 4 2024/25	LTP vs AP 2024/25 \$ Change
7451	Millers Flat Recreation Reserve Committee	4,728	5,074	346	0.07	40,612	(35,538)
7431	Grants Teviot Valley	5,200	10,200	5,000	49.0%	5,304	4,896
7111	General Reserves Teviot Valley	(5,000)	0	5,000	0.0%	(5,000)	5,000
7351	Endowment Land Teviot Valley	(10,480)	0	10,480	0.0%	(14,114)	14,114
7353	Property General Teviot Valley	17,407	22,671	5,264	23.2%	16,682	5,989
		11,855	37,945	26,090	220.1%	43,484	(5,539)

Targeted rate for ward services based on capital value for each rating unit. For housing & property, grants, recreation reserve committees and other works.

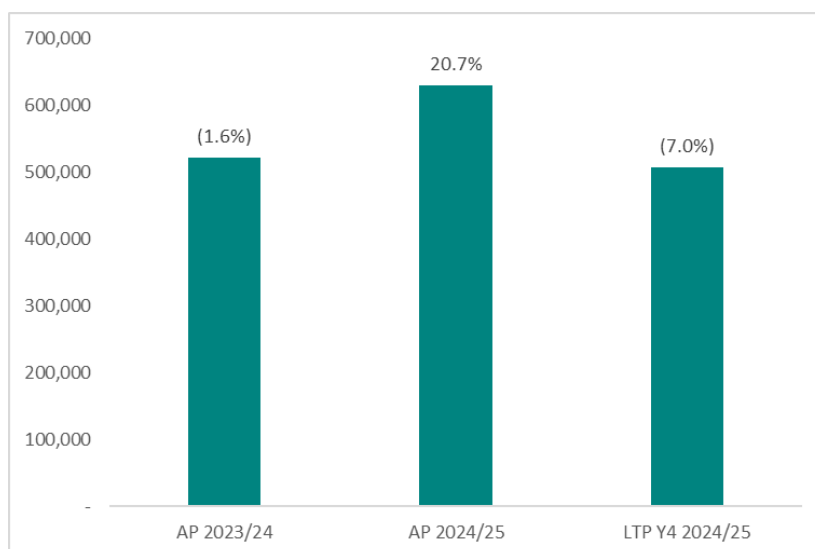
Ward Services Rate		AP 2023/24	AP 2024/25	AP 2023/24 vs AP 2024/25 \$ Change	AP 2023/24 vs AP 2024/25 % Change	LTP Year 4 2024/25	LTP vs AP 2024/25 \$ Change
7211	Elected Members Teviot Valley	99,754	101,406	1,652	1.6%	97,680	3,726
		99,754	101,406	1,652	1.7%	97,680	3,726

Targeted rates for ward services based on a uniform charge for each rating unit. Ward services charges are used to fund Community Board elected members costs and other works for each respective ward

	AP 2023/24	AP 2024/25	AP 2023/24 vs AP 2024/25 \$ Change	AP 2023/24 vs AP 2024/25 % Change
Planned LTP Rate Movement	520,608	628,549	107,941	20.7%

Rates Increase and Comparisons

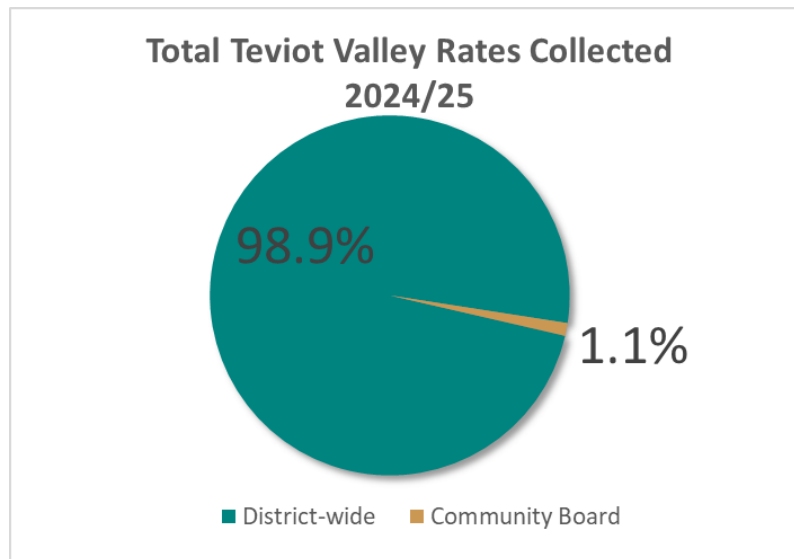
This graph shows the rates requirements, and the rates increases from the previous Annual Plan 2023-24, along with the draft Annual Plan 2024-25 versus Long-term Plan Year 4 2024-25 that will be collected in the district.





Teviot Valley Rates Collected

This graph shows the makeup of rates collected in the Teviot Valley Ward in terms of the Community Board rates and Districtwide rates. The Community Board rates make up 1.1% of the rates collected in the district. The main driver of the rate movements comes from the District-wide rates.



Teviot Valley Community Board

4 April 2024

Appendix Three

Teviot Valley Community Board – Draft 2024-25 Annual Plan Budget – Capital Expenditure

CAPITAL EXPENDITURE	AP 2024/25	LTP Year 4 2024/25	Movement
Pools Parks and Cemeteries			
Roxburgh Reserves	35,000	30,000	5,000
Millers Flat Recreation Reserve	1,500	1,500	-
Teviot Valley Walkways	1,500	1,500	-
Total Pools Parks and Cemeteries	38,000	33,000	5,000
Property and Community Facilities			
Community Halls Teviot	50,000	50,000	-
Total Property and Community Facilities	50,000	50,000	-
TOTAL CAPITAL EXPENDITURE	88,000	83,000	5,000

Capital Expenditure

A total cost of \$88k for the Annual Plan 2024-25 has been included in the capital expenditure programme.

This is in line with the Long-term Plan Year 4 capital expenditure programme. There has been an increase of \$5k to the King George Park slide project.

Project Grouping	Project Description	AP 2024-25	LTP Year 4 2024-25	Movement
Pools Parks and Cemeteries				
Millers Flat Recreation Reserve	Millers Flat Cenotaph Repairs	1,500	1,500	
Roxburgh Reserves	King George Park - Free standing older children's slide	30,000	25,000	5,000
	Reserve garden Renewals	5,000	5,000	
Teviot Valley Walkways	Walkway trail markers	1,500	1,500	
Total Pools Parks and Cemeteries		38,000	33,000	5,000
Property and Community Facilities				
Community Halls Teviot	Millers Flat Hall - EQ Strengthening	50,000	50,000	
Total Property and Community Facilities		50,000	50,000	
TOTAL CAPITAL EXPENDITURE		88,000	83,000	5,000

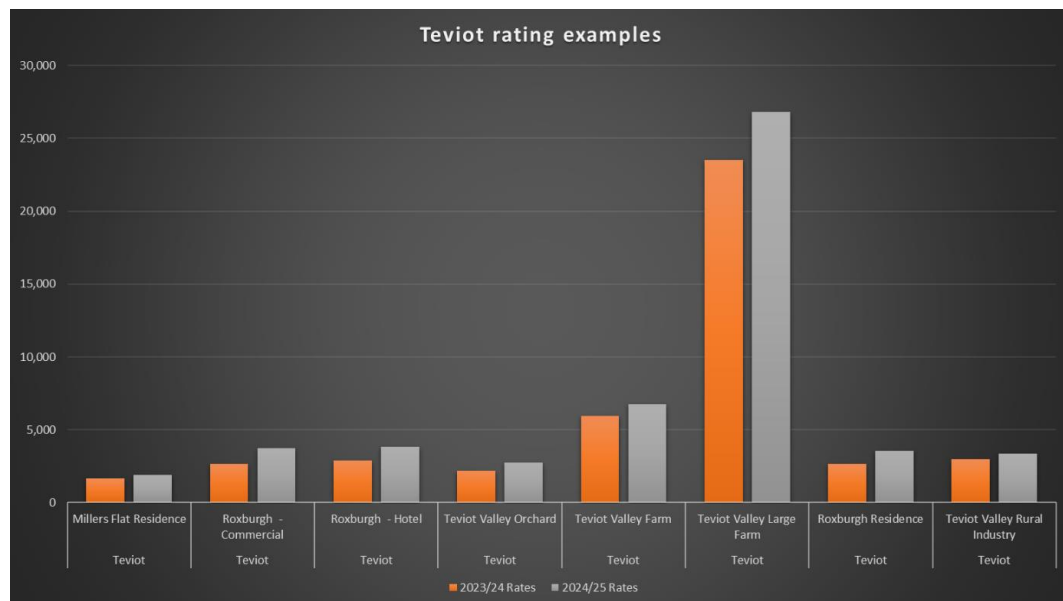
Teviot Valley Community Board

4 April 2024

Appendix Four

Teviot Valley Community Board – Draft 2024-25 Annual Plan Budget – Sample Rates

Ward	Rating Examples	Current Capital Value	Current Land Value	2023/24 Rates	2024/25 Rates	% change 2023/24 & 2024/25	Change \$
Teviot Valley	Millers Flat Residence	460,000	250,000	1,651.70	1,923.82	16%	272.12
Teviot Valley	Roxburgh - Commercial	275,000	141,000	2,662.46	3,716.34	40%	1,053.88
Teviot Valley	Roxburgh - Hotel	520,000	215,000	2,909.37	3,842.47	32%	933.10
Teviot Valley	Roxburgh Orchard	510,000	300,000	2,207.42	2,731.60	24%	524.18
Teviot Valley	Roxburgh Farm	4,450,000	3,770,000	5,935.49	6,756.60	14%	821.11
Teviot Valley	Roxburgh Large Farm	19,150,000	17,200,000	23,530.34	26,781.00	14%	3,250.66
Teviot Valley	Roxburgh Residence	425,000	155,000	2,656.26	3,558.20	34%	901.94
Teviot Valley	Roxburgh Rural Industry	1,900,000	375,000	2,984.47	3,347.40	12%	362.93



6 MAYOR'S REPORT

24.2.6 MAYOR'S REPORT

Doc ID: 1457451

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

24.2.7 CHAIR'S REPORT

Doc ID: 1457454

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

24.2.8 MEMBERS' REPORTS

Doc ID: 1457456

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

24.2.9 APRIL 2024 GOVERNANCE REPORT

Doc ID: 1457457

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 Report

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

3. Attachments

Appendix 1 - 20240404 TVCB Status Updates.docx [↓](#)

Report author:



Sarah Reynolds
Governance Support Officer
14/03/2024

Reviewed and authorised by:



Saskia Righarts
Group Manager - Business Support
14/03/2024

Status Updates		Committee: Teviot Valley Community Board			
Meeting	Report Title	Resolution No	Resolution	Officer	Status
8/02/2024	Delegations to Community Boards	24.1.2	<p>That the Teviot Valley Community Board</p> <p>A. Receives the report and notes the level of significance.</p> <p>After discussion it was noted that the Chair would make a verbal submission to the Council meeting in February and the board would meet to discuss making a written submission. This submission would be considered as part of the February Council meeting.</p> <p>B. Notes the ability for the Teviot Valley Community Board to make a submission on proposed changes to the Manual of Delegations regarding delegations to community boards.</p> <p>C. Notes that written submissions need to be made to the Governance Manager by Sunday 11 February 2024.</p> <p>D. Notes the Board will make a verbal submission at the Council meeting on 28th February</p>	Governance Manager	<p>14 Mar 2024 Further action on this item will happen via Council following districtisation discussions.</p> <p>ON HOLD</p> <p>13 Feb 2024 Action memo sent to staff</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 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>	Property and Facilities Officer - Vincent and Teviot Valley	<p>14 Mar 2024 A verbal update to be given at the meeting on 4 April.</p> <p>08 Feb 2024 Met with construction partner on 2nd Feb 24 to assess the South Wall Rot and to measure for a cost estimate - need timelines around this work to coincide with the Fire and accessibility upgrades to allow the contract to be signed.</p> <p>08 Jan 2024 Confirmed queries with construction partners and are happy to proceed, so awaiting the contract. Also, waiting for confirmation on site visit with Breens for South Wall Rot. Borer has already been treated, and mould tests taken.</p> <p>29 Nov 2023</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>		<p>Quote has been received by Breens (our construction partner). This has some matters than need assessing. Site visits have been booked to review. Also awaiting response from Breens re South Wall Rot. Issues identified in the building assessment are already being remedied.</p> <p>31 Oct 2023 Resolutions A, B, C and E are all now completed subject to the carry forwards taking place., Now that the earthquake strengthening is no longer necessary, priority has shifted to the severe rotting issue on the south wall., Council staff are reviewing the conservation plan and asbestos report to ascertain how to proceed with repairs and to comply with the Fire and Accessibility Reports that have been undertaken., Still awaiting the quote from our construction partner. Fire Design Solutions had provided initial information, however the RECIP Committee felt we needed to utilise the space under the tiered seating. Further review has been undertaken and the construction partner has come back, and the subcontractors Contego (fire protection services) are still finding the information too light to quote appropriately. Council staff included it as a provisional sum to keep the ball rolling as we need. Construction partner unsure about the south wall rot, so investigation around this is taking place.</p> <p>25 Sep 2023 Council staff are reviewing the documents received by WSP. Construction partner is just awaiting updated plans from fire design services to complete quotes.</p> <p>14 Aug 2023 Reports have now been received by staff for review. Still awaiting quotes from construction partners.</p> <p>04 Jul 2023 Awaiting reports back from WSP. Quotes are taking place based on Fire & Accessibility reports.</p> <p>08 Jun 2023</p>
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					<p>WSP have completed their site visits and are now working on testing and producing the reports. Plans and assessments should be completed by the end of July.</p> <p>06 Apr 2023 Council staff has engaged engineer to undertake the work described in the report.</p> <p>03 Apr 2023 Action memo sent to staff.</p>
25/11/2021	Roxburgh Cemetery Trustees	21.9.3	<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 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>	Parks and Recreation Manager	<p>04 Mar 2024 Council is waiting on a certificate of title for the cemetery to be issued this still may take a couple of months.</p> <p>09 Jan 2024 Council is waiting on a certificate of title for the cemetery to be issued this may take a couple of months.</p> <p>07 Nov 2023 Council is waiting on a certificate of title for the cemetery to be issued.</p> <p>06 Oct 2023 Councils Property Team are now progressing the transfer of Title into Councils name.</p> <p>15 Aug 2023 DOC have advised they are still progressing with this project.</p> <p>04 Jul 2023 No further updates this is still sitting with DOC.</p> <p>30 May 2023 No further updates this is still sitting with DOC.</p> <p>18 Apr 2023 No further updates.</p> <p>03 Mar 2023 No further update.</p> <p>13 Jan 2023 No further update at this time.</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>08 Jun 2022</p>

					<p>The neighbouring property has now been surveyed. DOC have yet to update Council on next steps.</p> <p>21 Apr 2022 There have been no changes since the last advisory.</p> <p>14 Mar 2022 Still waiting for DOC to complete the survey and land transfer requirements for the cemetery.</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>30 Nov 2021 Action memo sent to the Parks and Recreation Manager and to Finance.</p>
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 and Recreation Manager	<p>04 Mar 2024 The group is preparing and application to DOC seeking their permission to upgrade the track which is on DOC managed land.</p> <p>08 Jan 2024 Mid December the Department of Conservation provided guidance on the process to seek their approval. Application will be made in the new year however the timeframe for approval is uncertain. Should it be necessary, due to a lag in approval, the funding can be diverted to carrying out work on other tracks in the valley.</p> <p>30 Oct 2023 No Change. Still awaiting approval from the Department of Conservation to implement the works. Approval is required as the land is owned by the Department.</p> <p>02 Oct 2023 No change.</p> <p>17 Aug 2023 Work has been stalled while approvals from the Department of Conservation are obtained.</p> <p>04 Jul 2023 Work is expected to commence in July.</p> <p>30 May 2023</p>

					<p>The contractor has been contacted to ensure delivery is on track with the winter timeframe offered. This is confirmed.</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> <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>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>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>21 Apr 2022 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>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>10 Jan 2022</p>
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					<p>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>10 Nov 2021 Staff are working with the 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>24 Aug 2021 Staff working with Walkways Committee to implement signage and track improvements.</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>21 Jun 2021 Action memo sent to Parks Officer - Projects and Finance</p>
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10 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 2 May 2024.