



# **AGENDA**

## **Maniototo Community Board Meeting Thursday, 9 May 2024**

**Date:** Thursday, 9 May 2024

**Time:** 2.00 pm

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

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

**Peter Kelly**  
**Chief Executive Officer**



Notice is hereby given that a meeting of the Maniototo Community Board will be held in Ranfurly Service Centre, 15 Pery Street, Ranfurly and live streamed via Microsoft Teams on Thursday, 9 May 2024 at 2.00 pm. The link to the live stream will be available on the Central Otago District Council's website.

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**Members** Mr R Hazlett (Chair), Mr M Harris, Cr S Duncan, Mr D Helm, Ms R McAuley

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

**1 APOLOGIES**

**2 PUBLIC FORUM**

**3 CONDOLENCES**

**4 CONFIRMATION OF MINUTES**

Maniototo Community Board - 4 April 2024



**MINUTES OF A MEETING OF THE  
MANIOTOTO COMMUNITY BOARD  
HELD IN THE RANFURLY SERVICE CENTRE, 15 PERY STREET, RANFURLY  
AND LIVE STREAMED VIA MICROSOFT TEAMS ON THURSDAY, 4 APRIL 2024  
COMMENCING AT 2.00 PM**

**PRESENT:** Mr R Hazlett (Chair), Mr M Harris, Cr S Duncan

**IN ATTENDANCE:** P Kelly (Chief Executive Officer), D Rushbrook (Group Manager - Community Vision), D Scoones (Group Manager - Community Experience), V Chopra (Contractor Chief Financial Officer) via Microsoft Teams, D McKewen (Systems and Corporate Accountant), W McEnteer (Governance Manager)

**1 APOLOGIES**

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**COMMITTEE RESOLUTION**

**Moved:** Duncan

**Seconded:** Harris

That apologies from Mr D Helm and Ms R McAuley be received and accepted.

-----**CARRIED**

**2 PUBLIC FORUM**

There was no public forum.

**3 CONDOLENCES**

The chair referred to the deaths of Val Waldron and Tracey Hughes. Members stood for a moment's silence as a mark of respect

**4 CONFIRMATION OF MINUTES**

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**COMMITTEE RESOLUTION**

**Moved:** Harris

**Seconded:** Duncan

That the public minutes of the Maniototo Community Board Meeting held on 15 February 2024 be confirmed as a true and correct record.

-----**CARRIED**

**5 DECLARATIONS OF INTEREST**

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

**6 REPORTS****24.3.2 MANIOTOTO FINANCIAL REPORT FOR THE PERIOD ENDING 31 DECEMBER 2023**

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

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**COMMITTEE RESOLUTION**

**Moved:** Duncan

**Seconded:** Harris

That the report be received.

**CARRIED**

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**24.3.3 2024-25 ANNUAL PLAN BUDGET AND FEES AND CHARGES SCHEDULE**

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

After discussion it was agreed in light of rates rises that have already been signalled, the proposed grant for the Ranfurly Multi Turf should be deferred for one year. It was agreed to have it as part of consultation for the 2025-34 Long-term Plan.

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**COMMITTEE RESOLUTION**

**Moved:** Duncan

**Seconded:** Harris

That the Maniototo Community Board

- A. Receives the report and accepts the level of significance.
- B. Recommends to Council that the Ranfurly Multi Turf grant be considered as part of the 2025-34 Long-term Plan.
- C. Agrees the draft Maniototo Ward 2024-25 Annual Plan budget and recommends to Council for inclusion in the 2024-25 Annual Plan.
- D. Agrees to accept the Maniototo ward 2024-25 fees and charges schedule and recommend to Council for inclusion in the 2024-25 Annual Plan.

**CARRIED**

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**Attachments**

- 1 Ranfurly Multi Turf Project
  - 2 Ranfurly Multi Turf Options Memo
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**7 MAYOR'S REPORT****24.3.4 MAYOR'S REPORT**

His Worship the Mayor was not present at this meeting.

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**8 CHAIR'S REPORT****24.3.5 CHAIR'S REPORT**

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

- Noted a walk through with the water plant in Ranfurly.
  - Attended a meeting with solar farm opponents, specifically the 660ha project on Naseby Rd.
  - Discussed dog control in Ranfurly.
  - Attended a meeting with bus drivers in Ranfurly regarding roads, potholes and corrugations. Noted that with the current dry and hard condition of the roads there was no point grading them.
  - Noted the repair of roads especially on the shoulder of the road and the need to repair some shoulders.
  - Noted that it looked as if the rugby club sprinklers were working despite a shortage of water. It was noted that staff would investigate that afternoon.
- 

**COMMITTEE RESOLUTION**

**Moved:** Hazlett

**Seconded:** Duncan

That the report be received.

**CARRIED**

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**9 MEMBERS' REPORTS****24.3.6 MEMBERS' REPORTS**

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

Mr Harris reported on the following:

- Attended the 100<sup>th</sup> anniversary of the Patearoa Collie Club and attended the trials.

Cr Duncan reported on the following:

- Attended the 100<sup>th</sup> anniversary of the Patearoa Collie Club.
  - Noted issues discussed at Council meetings so far in 2024.
  - Chaired the speed limit hearings. Noted a report will go to Council.
  - Noted the Representation Review that was underway.
  - Noted current visitors on the Rail Trail and referred to the upcoming decision on the railway at the southern end of the trail.
  - Attended a session with the fire service in Middlemarch. Noted with appreciation the volunteer fire brigades.
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- Gave an update on farming in the Maniototo.
- Noted the recent roading inspection trip around the district.

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### COMMITTEE RESOLUTION

**Moved:** Harris  
**Seconded:** Duncan

That the report be received.

**CARRIED**

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## 10 STATUS REPORTS

### 24.3.7 APRIL 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.

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### COMMITTEE RESOLUTION

**Moved:** Duncan  
**Seconded:** Harris

That the report be received.

**CARRIED**

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## 11 DATE OF THE NEXT MEETING

The date of the next scheduled meeting is 9 May 2024.

The Meeting closed at 3.04 pm.

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**CHAIR / /**

## **5 DECLARATIONS OF INTEREST**

### **24.4.1 DECLARATIONS OF INTEREST REGISTER**

**Doc ID: 1487476**

#### **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 - 20240509 MCB Declarations of Interest.docx** [↓](#)

Name	Member's Declared Interests	Spouse/Partner's Declared Interests	Council Appointments
Stuart Duncan	Penvose Farms - Wedderburn Cottages and Farm at Wedderburn (shareholder) Penvose Investments - Dairy Farm at Patearoa (shareholder) Fire and Emergency New Zealand (member) JD Pat Ltd (Shareholder and Director)	Penvose Farms - Wedderburn Cottages and Farm at Wedderburn (Shareholder) Penvose Investments - Dairy Farm at Patearoa (shareholder)	Otago Regional Transport Committee Maniototo Ice Rink Committee Maniototo Curling International Inc
Mark Harris	Maniototo Lions (member) Ranfurly Curling Club (member)		Patearoa Recreation Reserve Committee
Robert Hazlett	D S Hazlett & Sons (Director)		Taieri Lake Recreation Reserve Committee
Duncan Helm	Maniototo Rugby Club (Life member) Sassenachs Rugby Club (member) Garibaldi Curling Club (member) St John Ambulance (Officer and Committee member) Sheep and beef farm (owner) Gimmerburn Cemetery (Committee member)	Nurse Manager at Maniototo Hospital	
Rebecca McAuley	Maniototo Squash Club (Secretary)		Maniototo Community Arts Council

## 6 REPORTS

### 24.4.2 2023/24 COMMUNITY AND PROMOTIONS GRANTS APPLICATIONS - 2ND ROUND

Doc ID: 1439279

#### 1. Purpose of Report

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

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#### Recommendations

That the Maniototo 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.
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#### 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 10<sup>th</sup> of March 2024, for a decision at this meeting.

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

Annually, there is \$15,000 to distribute in the Maniototo community grants scheme and \$5,000 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 \$5,000.

<b>Community Grants</b>	<b>2023/24 FY</b>
<b>Total Budget for 2023/24</b>	<b>15,000</b>
Plus returned grants	-
Less committed from previous rounds	12,300
<b>Balance left to distribute</b>	<b>2,700</b>
<b>Promotions Grants</b>	
<b>Total Budget for 2023/24</b>	<b>5,000</b>
Plus returned grants	
Less committed from previous rounds	2,500
<b>Balance left to distribute</b>	<b>2,500</b>

### 3. Discussion

#### Community Grants

No community grant applications were received in this round.

#### Promotion Grants

One promotions grant application was received in this round, requesting a total of \$5,000. There is \$2,500 available to distribute. The details are provided in the table below:

<b>No</b>	<b>Name of Organisation</b>	<b>Name of project / service</b>	<b>Purpose of funding</b>	<b>When does the project start</b>	<b>Total costs</b>	<b>Amount requested</b>
1	Naseby Vision Inc.	Information Map	Design, Installation and Consent fees	Jan 2023	\$9,525.50	\$5,000

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

### 4. Financial Considerations

As detailed above, the Board has \$2,700 left to distribute for the 2023/24 Community Grants and \$2,500 for the 2023/24 Promotions Grants.

The draft 2024-25 annual plan budget has \$5,000 budgeted for promotions grants and there are no existing pre-approved grants committed.

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

<b>Local Government Act 2002 Purpose Provisions</b>	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.
<b>Decision consistent with other Council plans and policies? Such as the District Plan, Economic Development Strategy etc.</b>	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.
<b>Considerations as to sustainability, the environment and climate change impacts</b>	There is no direct impact; some applications may have a positive environmental impact from time to time.
<b>Risks Analysis</b>	No risks have been identified in the funding applications.
<b>Significance, Consultation and Engagement (internal and external)</b>	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 - Naseby Vision - Assessment (under separate cover)** [⇒](#)

**Appendix 2 - Naseby Vision - Application (under separate cover)** [⇒](#)

**Appendix 3 - Naseby Vision - Supporting Documents (under separate cover)** [⇒](#)

Report authors:

Reviewed and authorised by:



Alison Mason  
Media and Marketing Manager  
16/01/2024

Peter Kelly  
Chief Executive Officer  
16/01/2024

## **7 MAYOR'S REPORT**

### **24.4.3 MAYOR'S REPORT**

**Doc ID: 1487477**

#### **1. Purpose**

To consider an update from His Worship the Mayor.

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#### **Recommendations**

That the Maniototo Community Board receives the report.

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

#### **2. Attachments**

**Nil**



## **8 CHAIR'S REPORT**

### **24.4.4 CHAIR'S REPORT**

**Doc ID: 1487471**

#### **1. Purpose**

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

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#### **Recommendations**

That the report be received.

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#### **2. Attachments**

Nil

## **9 MEMBERS' REPORTS**

### **24.4.5 MEMBERS' REPORTS**

**Doc ID: 1487474**

#### **1. Purpose**

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

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#### **Recommendations**

That the report be received.

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#### **2. Attachments**

**Nil**

## 10 STATUS REPORTS

### 24.4.6 APRIL 2024 GOVERNANCE REPORT

Doc ID: 1487507

Report Author:	Sarah Reynolds, Governance Support Officer
Reviewed and authorised by:	Saskia Righarts, Group Manager - Business Support

#### 1. Purpose

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

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#### Recommendations

That the report be received.

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#### 2. Discussion

##### Status Reports

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

#### 3. Attachments

Appendix 1 - 20240509 MCB Status Updates.docx [↓](#)

Status Updates Committee: Maniototo Community Board					
Meeting	Report Title	Resolution No	Resolution	Officer	Status
4/04/2024	2024-25 Annual Plan Budget and Fees and Charges Schedule	24.3.3	That the Maniototo Community Board: A. Receives the report and accepts the level of significance. B. Recommends to Council that the Ranfurly Multi Turf grant be considered as part of the 2025-34 Long-term Plan. C. Agrees the draft Maniototo Ward 2024-25 Annual Plan budget and recommends to Council for inclusion in the 2024-25 Annual Plan. D. Agrees to accept the Maniototo ward 2024-25 fees and charges schedule and recommend to Council for inclusion in the 2024-25 Annual Plan.	Chief Finance Officer, Contractor	<b>12 Apr 2024</b> Outcomes will be presented at the 24 April Council meeting. <b>MATTER CLOSED</b>
25/01/2024	Delegations to Community Boards	24.1.2	That the Maniototo Community Board: A. Receives the report and notes the level of significance. B. Notes the ability for the Maniototo Community Board to make a submission on proposed changes to the Manual of Delegations regarding delegations to community boards. C. Notes that written submissions need to be made to the Governance Manager by Sunday 11 February 2024.	Governance Manager	<b>14 Mar 2024</b> Further action on this item will happen via Council following districtisation discussions. <b>MATTER CLOSED</b> <b>29 Jan 2024</b> Action memo sent to report writer
14/09/2023	2023/24 Community and Promotions Grants Applications - 1st Funding Round	23.4.2	That the Maniototo Community Board: A. Receives the report and accepts the level of significance. B. Allocates \$8,300 to the Maniototo Early Settlers Association Inc. towards annual operating costs from the 2023/24 community grants budget.	Community Development Advisor	<b>17 Apr 2024</b> Naseby Vision are still finalising the location of the sign. <b>04 Mar 2024</b>

			<p>C. Allocates \$4,000 to the Naseby Information and Craft Inc. towards annual expenses from the 2023/24 community grants budget.</p> <p>D. Allocated \$2,500 to Naseby Vision Inc toward a new information map in Naseby from the 2023/24 promotions grant budget.</p>		<p>Naseby Vision have been considering different options for sign location. They have recently reconfirmed the preference to utilise the original park location and are now in discussions with the Parks team to confirm the exact site. The project lead has also discussed the funding requirements to cover the shortfall from the original amount requested and the approved promotion grant. Staff advice is to consider making a further application to the funding round closing 10 March for the Board to consider if they wish to support the project further.</p> <p><b>08 Jan 2024</b> No further update from Naseby Vision. Grant not yet uplifted.</p> <p><b>09 Nov 2023</b> Grants to the Maniototo Early Settlers Association Inc and the Naseby Information and Craft Inc. have been paid. Staff will ensure accountability reports are provided when due. No further update from Naseby Vision. Grant not yet uplifted.</p> <p><b>17 Oct 2023</b> All applicants advised of Board decision and supplied with details on how to uplift grant.</p>
16/03/2023	Request to Fill the Former Ranfurly Ice Rink with Water	23.1.4	<p>That the Maniototo Community Board:</p> <p>A. Receives the report and accepts the level of significance.</p> <p>B. Declines the request for filling the former Ranfurly Ice Rink with water, add plantings and create walkways around the site.</p> <p>C. The Maniototo Rugby Club is approached to determine their interest in leasing the site for additional cropping.</p>	Parks and Recreation Manager	<p><b>17 Apr 2024</b> No change.</p> <p><b>04 Mar 2024</b> This has not progressed due to other work priorities.</p> <p><b>08 Jan 2024</b> No further updates as yet to be advertised.</p> <p><b>07 Nov 2023</b> Advertisements for other parties to graze this area will be undertaken shortly.</p> <p><b>17 Oct 2023</b> No response from Rugby advertisements for other parties to graze this area will be undertaken shortly.</p> <p><b>22 Aug 2023</b></p>

					<p>Several attempts have been made to follow up on this with the Rugby Club. No response has been received. It is now proposed that the area be advertised for grazing from interested parties.</p> <p><b>21 Jul 2023</b> No update.</p> <p><b>01 Jun 2023</b> No response received from Rugby Club.</p> <p><b>18 Apr 2023</b> Letter sent to Rugby club to ascertain if they would like to lease the area for cropping, no response received to date.</p> <p><b>27 Mar 2023</b> Action memo sent to staff.</p>
25/06/2020	Lease of Kyeburn Reserve	20.3.6	<p>That the Maniototo Community Board:</p> <p>A. <b>Receives</b> the report and accepts the level of significance.</p> <p>B. <b>Agrees</b> to formally acknowledge that the Kyeburn Hall is owned by the Kyeburn Hall Committee.</p> <p>C. <b>Agrees</b> to recommend that Council grants the Committee a lease pursuant to Section 61 (2A) of the Reserves Act 1977, on the following terms:</p> <ol style="list-style-type: none"> <li>1. Permitted use: Community Hall</li> <li>2. Term: 33 years</li> <li>3. Rights of Renewal: None</li> <li>4. Land Description: Sec 20 Blk VII Maniototo SD</li> <li>5. Area: 0.4837 hectares</li> <li>6. Rent: \$1.00 per annum if requested</li> </ol> <p>Subject to the Kyeburn Hall Committee:</p> <ol style="list-style-type: none"> <li>1. Becoming an Incorporated Society</li> <li>2. Being responsible for all outgoings, including utilities, electricity telephone, rubbish collection, rates and ground maintenance.</li> </ol>	Asset Management Team Leader - Property	<p><b>01 Feb 2024</b> Waiting for a response from the Kyeburn Library Committee Inc.</p> <p><b>ON HOLD</b></p> <p><b>13 Nov 2023</b> Requested that the Kyeburn Hall Committee table at their AGM and General meeting the outstanding issue of picking up the ground lease. The Kyeburn Hall Committee reported back that it is under discussion with the Kyeburn Library Committee Inc. for the lease to be picked up given the Kyeburn Library Committee are already incorporated.</p> <p><b>02 Nov 2023</b> No Change.</p> <p><b>03 Oct 2023</b> No Change.</p> <p><b>22 Aug 2023</b> No change.</p> <p><b>18 Jul 2023</b> No change.</p> <p><b>01 Jun 2023</b> No change.</p> <p><b>27 Apr 2023</b> On hold no change.</p> <p><b>28 Feb 2023</b> No Change</p> <p><b>19 Jan 2023</b></p>

					<p>No change. ON HOLD</p> <p><b>15 Nov 2022</b> Further informal discussions have taken place regarding an existing entity taking up the lease. Awaiting feedback from the committee.</p> <p><b>29 Aug 2022</b> On hold. No change.</p> <p><b>08 Jun 2022</b> On hold - no change.</p> <p><b>29 Apr 2022</b> No further update at this stage.</p> <p><b>29 Apr 2022</b> No further update at this stage.</p> <p><b>March 2022</b> No further update currently.</p> <p><b>February 2022</b> The Patearoa Community Trust have informally contacted staff regarding the lease. Discussions continue with the Trust. The January 2022 review is a rent review.</p> <p><b>August 2021</b> No response from Chairman of the Patearoa Community Trust, the lease is up for review in 2022 with the process commencing in January 2022. On hold until lease is reviewed in 2022.</p> <p><b>July 2021</b> Formally emailed the Chair of the Patearoa Community Trust to progress matters but have not yet received a reply.</p> <p><b>June 2021</b> Letter sent to Patearoa Community Trust chairman (Hunter Stevenson), requesting a copy of the sub lease given it is understood Dairy Farm Partnership continue to occupy the school building on an exclusive, permanent basis for which the Trust is receiving payment. Letter copied to Max Paterson.</p> <p><b>September 2020</b> Updates to resume once matter no longer on hold.</p> <p><b>May – July 2020</b></p>
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					<p>No further progress to date</p> <p><b>March 2020</b></p> <p>As per the below. Resolution to be placed on hold until the agreement has been received.</p> <p><b>January 2020</b></p> <p>Patearoa Community Trust have advised that they are on hold with the proposed sub-lease with Dairy Farm Partnership.</p> <p><b>November 2019</b></p> <p>Council's Property and Facilities Officer – Maniototo has followed up with the Patearoa Community Trust and is waiting to view the agreement between the Trust and Dairy Farm Partnership.</p> <p><b>October 2019</b></p> <p>Action memo sent to the Property and Facilities Officer – Maniototo</p>
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**11            DATE OF THE NEXT MEETING**

The date of the next scheduled meeting is 5 June 2024.