

# **STANDING COMMITTEES**

**WEDNESDAY 24 APRIL 2024**

**commencing at 1.30 pm**

**at the Council Chambers**

**1 Rosebank Terrace**

**BALCLUTHA**

# CLUTHA DISTRICT COUNCIL

Notice is hereby given that a Meeting of the Corporate & Policy Committee will be held in the Council Chambers, 1 Rosebank Terrace, Balclutha on Wednesday, 24 April 2024.

Steve Hill  
**CHIEF EXECUTIVE**

## Committee Members

Councillor Alison Ludemann (Chair)  
Councillor Dane Catherwood  
Councillor Wayne Felts  
Councillor Gaynor Finch  
Councillor Bruce Graham  
Councillor John Herbert  
Councillor Michele Kennedy

Councillor Kevin Barron  
Councillor Simon McAtamney  
Councillor Dean McCrostie  
Councillor Brent Mackie  
Councillor Jock Martin  
Councillor Ken Payne  
Councillor Bruce Vollweiler

# CORPORATE & POLICY COMMITTEE

## 24 APRIL 2024

### APOLOGIES

### DECLARATION OF INTEREST

### URGENT BUSINESS

### PUBLIC FORUM

None at the time of printing this agenda.

Item	Page #	Title
1.	4	<b>Our Place Taieri Mouth Community Plan</b> <i>(For the Committee's Recommendation)</i> This item seeks Council approval to adopt the Our Place Taieri Mouth Community Plan, and to move forward with the priority projects identified as part of the Our Place Taieri Mouth consultation.
2.	17	<b>Clutha Development Quarterly Report</b> <i>(For the Committee's Information)</i> This report presents Clutha Development's report for the period 1 January 2024 – 31 March 2024.
3.	26	<b>Policy Team Report</b> <i>(For the Committee's Information)</i> This report provides updates on various matters of interest in the Policy area.
4.	29	<b>Management Accounts Report</b> <i>(For the Committee's Information)</i> This report presents the Management Accounts for the period 1 <sup>st</sup> February 2024 to 31 March 2024.
5.	32	<b>Investment Portfolio Update Report</b> <i>(For the Committee's Information)</i> This report shows the movement in our investment portfolio from the months of April to March 2024.
6.	35	<b>Development Properties Update Report</b> <i>(For the Committee's Information)</i> This report provides updates on matters of interests within the Corporate Finance Area.

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# Corporate & Policy Committee

## Item for RECOMMENDATION

<b>Report</b>	Our Place Taieri Mouth Community Plan Projects
<b>Meeting Date</b>	24 April 2024
<b>Item Number</b>	1
<b>Approved by</b>	Peter Stafford – Strategic Planning Manager
<b>Prepared By</b>	Mike Goldsmith – GHC Consulting
<b>File Reference</b>	892365

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### REPORT SUMMARY

This item seeks Council approval to adopt the Our Place Taieri Mouth Community Plan, and to move forward with the priority projects identified as part of the Our Place Taieri Mouth consultation.

### RECOMMENDATIONS

1. That Council receives the 'Our Place Taieri Mouth Community Plan' report.
2. That Council approves the following project groupings, as set out in the project information, or as amended for:
  - Community facilities (Attachment 1)
  - Landscape and environment (Attachment 2)
  - Taieri River access (Attachment 3)
  - Roding (Attachment 4)
  - Walking and cycling (Attachment 5)

## REPORT

### 1 Background

Clutha District Council's goal is to promote living and working in the Clutha District. This is a key platform in our long-term plan, that ties closely with the *Living and Working in Clutha Strategy*. The focus of the Our Place Taieri Mouth Community Plan is to identify priority projects that support the *Living and Working in Clutha Strategy* in Taieri Mouth.

The formal process of developing the community plan began on 29 January 2024 with community consultation, concluding on 1 March. A report summarising feedback was presented to Council on 27 March 2024.<sup>1</sup> This item seeks Council's confirmation of priority projects, as identified through the consultation process, and discussed in the feedback report.

### 2 Strategic Goals and Outcomes

As set out above, and within Attachments 1-5. Also note Box 1 below.

### 3 Assessment of Options

At the Council meeting on 27 March 2024, elected members discussed feedback results from the consultation process. Staff were instructed to come back to Council with a report outlining the proposed scope, roles, and responsibilities for specific projects. Project information sheets have been developed for five key areas, and these are appended to this report.

The following headings have been applied to each project so that Council can provide the required direction:

- **Scope** or clear definition of the project.
- **Structure** including roles and responsibilities, groups, individuals, and stakeholders. Whether the project is:
  - Council directed and led,
  - Community-led with Council playing a key part,
  - Community-led with Council at a distance, or
  - Some other structure.
- **Parameters** that should be applied from a Council perspective, for example existing funding for a particular project.
- Any decision-points or **trigger** points where Council wishes to exercise controls, meaning the project does not proceed past the trigger without Council approval.
- Council **resourcing** to be applied to a project.
- Any **timing** issues or notes.
- Relevance to the *Living and Working in Clutha Strategy*.
- **Communications** and key messaging.

<sup>1</sup> GHC Consulting, March 2024. *Our Place Taieri Mouth Feedback Report*. Prepared for Clutha District Council.

#### 4 Consultation

Community consultation was carried out in early 2024, with four public consultation events held in Taieri Mouth. Feedback was received through the following methods:

- a ranking system for various items
- yes/no options for key questions.
- notes and feedback from conversations with locals.

Five priority projects have been selected from that process and are included within this proposal. For full details of the consultation and feedback process refer to the *Our Place Taieri Mouth Feedback Report* [here](#).

#### 5 Policy Considerations

Consultation for this project has been prepared in accordance with Council's [Policy on Significance and Engagement](#).

#### 6 Financial Impact

Possible financial impact is one of the triggers for these priority projects to come back to Council. The Draft 2024-34 Long-Term Plan includes funding for some activities which relate to the key projects identified for Taieri Mouth, such as maintenance of reserves, roads and other facilities. Staff will also submit to the Long-Term Plan on budgets necessary for other projects. Confirmation of preferred options, and the necessary funding to complete these projects may be finalised as they are progressed.

#### 7 References – Tabled/Agenda Attachments

Information about each of the projects that will make up the *Our Place Taieri Mouth Community Plan* is attached below. It is noted that these projects are not listed in terms of priority, and that the community would expect to see progress on all projects included within their Plan.

##### **Box 1: Additional development in Taieri Mouth**

'Opportunities for development' was included as a key consultation topic. However, the feedback received made it clear that this community is not in favour of specific initiatives or support from Council to facilitate additional development. Therefore, this topic has not been included as a project grouping below, and it is recommended that this is not included within the final *Our Place* plan. As noted in the Feedback Report, Council has limited ability to restrict additional residential or commercial development and is guided by legislative and District Plan requirements. However, the community's preference to avoid additional development, to 'leave it as it is', and to consider the local environment should be noted within the *Our Place Taieri Mouth Community Plan*. This would serve as a reminder, and may help to inform future land-use planning decisions in Taieri Mouth.

## Attachment 1: Project Information – Community Facilities

### 1. Background

Community facilities are important to Taieri Mouth residents and 27% of all feedback (232 items) related to this focus area.<sup>2</sup> Rather than creating major new facilities, the priority for most respondents was maintenance and protection of existing reserves and facilities, including a desire for greater erosion control along the Knarston Park shoreline. Improvements to existing facilities were also requested, including to playgrounds, public toilets, and rubbish bin facilities. Requests for new community facilities were relatively modest, and included a BMX track, picnic tables, and a BBQ area.

Based on the feedback received, four separate projects are proposed, which together will provide an improved level of service for the Taieri Mouth community.

### 2. Scope

The scope of work includes the following four components:

- a. *Improved maintenance*: improved maintenance of community facilities in Taieri Mouth, including reserves, toilets and playgrounds, and the Leitch Memorial Hall.
- b. *Knarston Park*: work with community leaders to:
  - identify realistic objectives for Knarston Park in terms of addressing riverbank erosion, managing parking and road access, and new/upgraded facilities.
  - develop work programs to deliver improvements as appropriate.
- c. *Livingstonia Park*: work with community leaders to:
  - identify realistic objectives for Livingstonia Park in terms of providing a suitable range of facilities and managing vegetation (including the pines);
  - develop work programs to deliver improvements as appropriate.
- d. *New recreational facilities*: investigate options and locations for additional recreational facilities such as a BMX or scooter track.

The *Taieri Mouth Reserve Management Plan (RMP)* is also due for review, and once updated, this will help to guide future development and protection of reserves.

### 3. Structure

- a. *Improved maintenance*: to be led by the asset owner, either Council or the community.
- b. *Knarston Park*: Joint project structure. As the asset owner, Council is responsible for maintenance and repairs; as a primary user of the reserve, residents may wish to fund or undertake other improvements. Any assessment of options for mitigating riverbank erosion at Knarston Park would be led by Council, with community input.<sup>3</sup>
- c. *Livingstonia Park*: Joint project structure. As the asset owner, Council is responsible for maintenance and repairs; as a primary user of the reserve, residents may wish to fund or undertake other improvements.

<sup>2</sup> In particular, the Leitch Memorial Hall, and Knarston and Livingstonia parks rated highly in the survey.

<sup>3</sup> Including feedback already received through the *Our Place* consultation.

- d. *New recreational facilities*: Community-led, with technical and administrative support from Council on a case-by-case basis.

#### 4. Parameters that should be applied from a Council perspective.

- a. Identification of costs in excess of existing budgets.
- b. Cost to undertake improvements/provide additional facilities.
- c. Identification and implementation of any easy wins which could be completed quickly, and for a relatively small cost.

#### 5. Trigger points where Council may wish to exercise additional controls.

- a. Costs in excess of existing budgets.
- b. Projects on Council land.
- c. Funding allocations through Long Term/Annual Plans.

#### 6. Resources

General resources may include:

- a. Council representation on project groups.
- b. Provision of Council information and administrative/technical support.
- c. Review of the *Taiari Mouth Reserve Management Plan*.

Project-specific resources:

None yet identified. Funding will be requested through the 2024/34 Long Term Plan for:

- a. An assessment of options to mitigate erosion at Knarston Park.
- b. Improved maintenance and protection of Council-owned community facilities.

#### 7. Timing

Funding dependent.

#### 8. Links to Living and Working Strategy

The relevant community outcome within the Living & Working in Clutha Strategy is 'Vibrant Rural Towns and Communities'.

The relevant priority areas are:

- ✓ 'Healthy Safe Communities' (recreational opportunities, safe buildings)
- ✓ 'Support Culture and Heritage' (design of new facilities)

#### 9. Communications

- Included in general Community plan messaging and progress reports.
- Provision of resources through the Our Place Taiari Mouth [website](#).



## Attachment 2: Project Information – Landscape and environment

### 1. Background

Almost a fifth of all feedback items related to landscape and environment issues and potential projects, and the most common themes were about *protecting nature and wildlife* and *looking after what we have*. Specific requests were for improved pest management, improving water quality in the Taieri River, planting natives, and prohibiting vehicles on beaches.<sup>4</sup>

### 2. Scope

The scope of work includes two components:

- a. Working with other agencies<sup>5</sup> to bring together water quality monitoring information at Taieri Mouth, and to communicate the results within the community.
- b. Demonstrate support for environmental restoration and protection programs, including pest management and native planting projects.

### 3. Structure

- a. The provision of Taieri River water quality information will be facilitated by Council, with support from other agencies.
- b. Environmental restoration and protection programs are generally community-led.

### 4. Parameters that should be applied from a Council perspective

- a. Identification of costs in excess of existing budgets.
- b. Cost to undertake pest eradication work.
- c. Identification and implementation of any easy wins which could be completed quickly, and for a relatively small cost.

### 5. Trigger points where Council may wish to exercise additional controls

Costs in excess of existing budgets. If work can be undertaken within existing budgets, this can generally proceed.

### 6. Resources

General resources may include:

- a. Council representation on any project groups, or through reserve committees.
- b. Provision of Council information and administrative/technical support.
- c. Review of the *Taieri Mouth Reserve Management Plan*.
- d. Appropriate use of resources through Council's parks and reserves maintenance contract.

Project-specific resources: None yet identified.

<sup>4</sup> Council's *Vehicles on Beaches Bylaw* was adopted in 2023 and is not due for review until 2028.

<sup>5</sup> E.g., Otago Regional Council; Department of Conservation; Land, Air, Water Aotearoa (LAWA)

## 7. Timing

This project will align with the *Taieri Mouth Reserve Management Plan*.

## 8. Links to Living and Working Strategy

The relevant 'priority area' within the Living & Working in Clutha Strategy is:

Reducing our environmental footprint	<i>"We want to help create a district that plans for and cares about the future and works to enhance its natural and built environment."</i>
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## 9. Communications

Included in general Community plan messaging.



Figure 1. Taieri Mouth coastline

### Attachment 3: Project Information – Taieri River access

#### 1. Background

There were 85 feedback items which related to this focus area (10% of the total). Much of the feedback indicated that the community are not in favour of new commercial initiatives or community facilities on the water-front area. However, based on the feedback received, the following projects are proposed to improve access to the river, and to improve water safety.

#### 2. Scope

This project includes two components:

- a. Improvements to the boat ramp area.
- b. Support initiatives to improve water safety at Taieri Mouth.



Figure 2. Taieri River waterfront area (Source: Tim Dickey)

#### 3. Structure

This will be a community led project, with project management and technical support from Council where appropriate.

#### 4. Parameters that should be applied from a Council perspective.

- a. Identification and implementation of any easy wins which could be completed quickly and for a relatively small cost.
- b. Identification of costs in excess of existing budgets.

#### 5. Trigger points where Council may wish to exercise additional controls.

- a. Costs in excess of existing budgets.
- b. Projects on Council-administered land (e.g., reserve land).
- c. Funding allocations through the Long Term / Annual Plans.

## 6. Resources

General resources may include:

- a. Council representation on any project groups set up to implement both components of this project, and on the Taieri Mouth Amenities Society.
- b. Council information and technical support, as required.

Project-specific resources: none yet identified.

## 7. Timing

Funding dependent.

## 8. Links to Living and Working Strategy

The relevant 'priority area' within the Living & Working in Clutha Strategy is:

Healthy Safe Communities	<i>“Support accessible and well-maintained facilities to increase levels of participation in active and passive recreation.”</i>
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## 9. Communication

- a. Included in general community plan messaging.
- b. Provision of resources through the Our Place Taieri Mouth website.

## Attachment 4: Project Information – Roading

### 1. Background

Roading was not included as a specific focus area within the *Our Place* consultation material. However, there were 82 feedback items which related to roading issues, so this has been included as a project, with two separate components as described below.

### 2. Scope

This project includes two components:

- a. Improved road safety in and around Taieri Mouth.
- b. Investigate potential roading and/or parking improvements at Riverside Road.

### 3. Structure

Council-led, with support from the community (including the Taieri Mouth Amenities Society and Riverside Road landowners).

### 4. Parameters that should be applied from a Council perspective

The key parameters to be applied in the implementation of this project include:

- a. Identification and implementation of any easy wins which can be completed quickly, and for a relatively small cost.
- b. Identification of costs in excess of existing budgets.
- c. Key crossing points & access to schools.
- d. Landowner support.

### 5. Triggers

- a. Requests for expenditure of Council funds not provided for in existing budgets.
- b. Projects on land administered by Council.

### 6. Resources

Council-led project resourced by staff.

### 7. Timing

Funding dependent.

### 8. Links to Living and Working Strategy

The most relevant priority area within the Living & Working in Clutha Strategy is:

Healthy Safe Communities	<i>“Council will continue to engage with local communities, to determine the best way to deliver community facilities, services and infrastructure.”</i>
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### 9. Communications

Included in general community plan messaging.



## Attachment 5: Project Information – Walking and cycling

### 1. Background

Walkways and cycle trails have become increasingly popular across the Clutha District, and the *Our Place* feedback indicates that an improved footpath or trail network would also be popular within Taieri Mouth village.

Through the survey, respondents were asked whether they supported:

1. Extending and improving the existing footpath network, and/or
2. Establishing a trail from one end of the village to the other.

Responses on both options were predominantly positive.

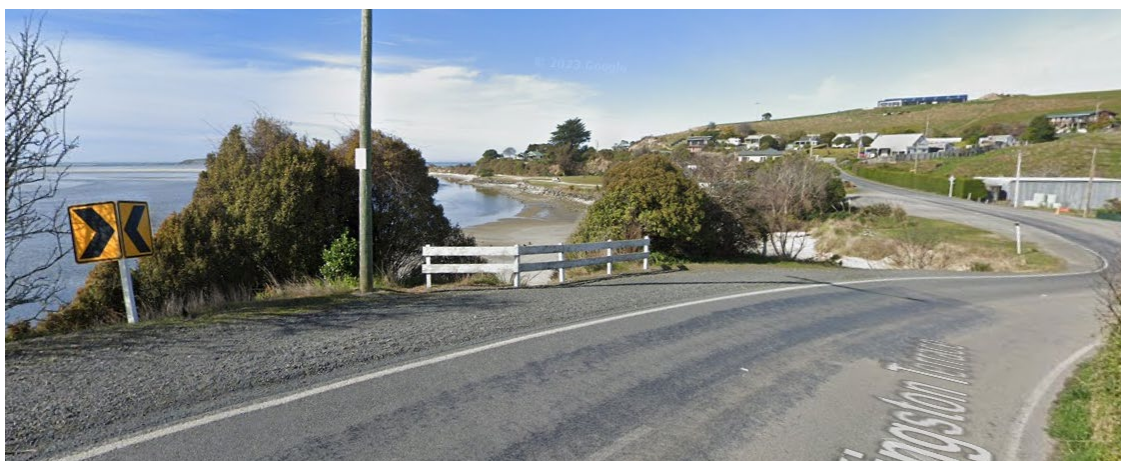


Figure 3 Existing footpath beside Kingston Terrace



Figure 4 Aerial view showing reserve land along the foreshore, between Knarston Park and Sawmill Creek

It is noted that although only 8% of all feedback items received related to walking and cycling, this feedback was more consistent than that received on other focus areas. Of the 67 items received, 81% were in favour of some form of trail development within Taieri Mouth. Other feedback in favour of a trail to Brighton or upgrading the Millenium Track alongside the Taieri River was also noted, although these options were seen as less of a priority.

## 2. Scope & structure

To define the *scope* of this project, a comprehensive assessment of potential trail routes would first be required. As noted above, this could involve making improvements to existing footpaths or roadside verges (Figure 3). Alternatively (or in addition), it may involve the development of trails through reserve or privately-owned land, to help link key locations within the Taieri Mouth village.

For a project of this type to be successful, ongoing community engagement and support will be required, as well as technical expertise in trail and footpath construction, and project management. A *joint structure* is therefore recommended, with Council staff and community leaders playing key roles.

The typical process required to take a trail from concept to reality is shown below,<sup>6</sup> and realistically this would take a minimum of three years from start to finish.



## 3. Parameters that should be applied from a Council perspective.

The key parameters to be applied in the implementation of this project include:

- a. Identification and implementation of any easy wins which can be completed quickly, and for a relatively small cost.
- b. Annual budget for routine maintenance of footpaths.
- c. Identification of costs in excess of existing budgets.
- d. Route definition and whether easements will be required.
- e. Council's Policy on Road Occupation (legal road reserve/paper roads).
- f. Existing facilities on the route.
- g. Key crossing points & access to Taieri Beach School or other key features.
- h. Landowner support (access).

## 4. Trigger points where Council may wish to exercise additional controls.

- Costs in excess of existing budgets.
- Requests for expenditure of Council funds not provided for in existing budgets.
- Projects on Council land.

## 5. Resources

Funding will be requested through the 2024/34 Long Term Plan for technical investigations, development of a project plan, and development of cost estimates. Other, more general Council resources may include:

- Councillor and staff representation on project groups.

<sup>6</sup> Sourced from Southern Land, 2023. *West Otago Trail Opportunities - Feasibility Report*. Prepared for Tapanui Trails Working Group.

- Provision of Council information, analysis, and website.
- Council contractors – appropriate use of resources through road maintenance and greenspace contracts.

## 6. Timing

- Funding dependent

## 7. Links to Living and Working Strategy

The relevant 'priority area' within the Living & Working in Clutha Strategy is:

Healthy Safe Communities	<i>“Support accessible and well-maintained facilities to increase levels of participation in active and passive recreation.”</i>
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## 8. Communications

- Included in general Community plan messaging and progress reports.



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## Corporate & Policy Committee

### Item for INFORMATION

<b>Report</b>	Clutha Development Quarterly Report
<b>Meeting Date</b>	24 April 2024
<b>Item Number</b>	2
<b>Prepared By</b>	Linda Moore – CE Clutha Development
<b>File Reference</b>	891205

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### REPORT SUMMARY

This report presents Clutha Development's report for the period 1 January 2024 – 31 March 2024.

A Clutha Development representative will be in attendance to answer questions.

### RECOMMENDATIONS

1. That the Corporate & Policy Committee receives the Clutha Development Quarterly report.

## Quarterly Report 1 January – 31 March 2024

### Priority Area 1

**More Quality Housing – good affordable housing that meets the need of all Clutha Residents**

**The Clutha District has a well-functioning, dynamic housing system**

<b>1.2 Facilitate the expansion of the Kaitangata Land and House package model to other towns across the District</b>		
<i>Milestone</i>	<i>Timeframe</i>	<i>Performance Indicators</i>
1. Develop the model prospectus,	2021-2024	Land and House package prospectus developed.
2. Potential towns identified to initiate discussion on introducing the model,	2021-2024	Land and House package promoted to towns in the District.
3. Implementation plan developed in conjunction with the community lead group,	2021-2024	Implementation plan developed.
4. Continued support provided to communities that champion and deliver the land and house package.	2021-2024	Community Land and House package support provided.

*Expansion of the Kaitangata land and house package model to other towns across the district*

- Kaitangata Housing Trust: Continued support as requested.
- Clinton Land and House Package: To meet in April to confirm the next steps to discuss options of establishing a legal entity and the land and house package criteria.

<b>1.1 Research the establishment of a community housing trust for the Clutha District</b>		
<i>Milestone</i>	<i>Timeframe</i>	<i>Performance Indicators</i>
1. Desktop research exercise completed on established models operating regionally, nationally and internationally. 2. Draft report prepared for consideration by council.	2022-2023 (Q4)	Report completed.
<b>1.3 Facilitate the establishment of the Housing Working Group</b>		
1. Terms of reference developed for the establishment of the Housing Working Group. 2. Issues/opportunities/challenges/actions identified. 3. Quarterly meetings facilitated.	2022 - 2024	Housing Working Group established.
<b>1.4 To monitor and provide regular, specific and accurate data that will report on industry trends, district housing needs, issues, and opportunities</b>		
1. Data analysis completed (includes local insights from the Housing Working Group). 2. Quarterly reports prepared on housing trends, issues and opportunities in the Clutha District.	2022-2024	Quarterly reports completed.

*Future Scenarios Report on Sustainable and Diverse Housing Solutions for the Clutha District*

We are currently working with The Property Group who have been engaged to reassess the housing landscape within our current environment. This report aims to identify key planning and investment strategies that will support and promote diverse housing development



throughout the Clutha District. The report will be completed by the end of June. The research on established community housing models (regionally, nationally, and internationally) represents a separate project, yet both initiatives contribute to the long-term solutions for the Clutha District's housing challenges. This report will also be completed by the end of June.

## Priority Area 2

**Filling Our Jobs – Key focus areas are to retain existing businesses, grow our workforce and attract additional investment**

<b>2.1 Identify potential markets and proposals to attract and sustain a vibrant and diverse workforce with the skills to meet the changing needs of the district.</b>		
<i>Milestone</i>	<i>Timeframe</i>	<i>Performance Indicators</i>
<ol style="list-style-type: none"> <li>1. Identify potential target markets.</li> <li>2. Development of the Clutha Live and Work brand for marketing (job destination).</li> <li>3. Marketing 'live and work' opportunities through different platforms (digital, expos, print).</li> <li>4. Development of the Job Marketing Plan and budget development.</li> </ol>	2021-2024	Council approves the job Destination Marketing plan.

### Attracting People to live and work in the Clutha District

#### Job Destination Marketing Plan

- [Elevate Clutha](#) marketing plan is designed to highlight the Clutha District's unique features, lifestyle advantages, and economic prospects to position it as an appealing destination for potential residents and businesses 'Living and Working in Clutha'.
- Planning is underway for the development of videos (businesses and employees) for use across social media channels and LinkedIn.

<b>2.2 Support a business and workplace environment that provides compelling reasons to live and work in the Clutha District</b>		
<i>Milestone</i>	<i>Timeframe</i>	<i>Performance Indicators</i>
<ol style="list-style-type: none"> <li>1. To liaise with businesses to advertise jobs on <a href="http://www.cluthanz.com">www.cluthanz.com</a></li> <li>2. Recruitment support provided to employers.</li> <li>3. Programmes and opportunities researched that will support workplace diversity, new talent, sustainable businesses.</li> </ol>	2021-2024	Clutha Jobs advertised on <a href="http://www.cluthanz.com">www.cluthanz.com</a> Businesses supported with their recruitment process. Report on programmes and opportunities.

<b>2.5 Collaboration between employers and employees, including better transition between seasonal jobs</b>		
<i>Milestone</i>	<i>Timeframe</i>	<i>Performance Indicators</i>
1. Meeting with key industry stakeholders every quarter	2021-2024	Meetings with key industry stakeholders held

#### Job Listings

- New Job Listings: January: 29 | February: 35 | March: 24
- Total jobs listed January – March: 170 (includes jobs advertised over consecutive months) noting 92 new jobs advertised over this quarter.
- There was an increase in the number of jobs advertised than in the previous quarter (which did cover the holiday period).

### **Living and Working in Clutha**

- Email enquiries via CluthaNZ.com: 735 (standard email response to those we receive in English).
- CV development and Job Application Assistance: 8 (CV development) and 3 (job seeker).
- Referrals to Jobbortunities (job seekers): 4

### **Sharing and Listing Jobs across social media:**

*Clutha District Farm Jobs NZ Facebook Page* (Clutha Development manages this page and approves and monitors posts):

- 3,489 members (job seekers and employers).
- 73 new posts from January to March (13 job adverts and 60 job seekers compared with 44 job adverts and 39 job seekers in the last quarter).

*Clutha Development – Clutha Live & Work Facebook Page* (Job Listings are shared from our website to the Facebook page):

- 2,678 Facebook followers.
- 14,500 Facebook page reach (the number of people who saw any content from or about the page).
- Highest performing posts were Department of Corrections (January), The Warehouse (February), Stirling School (March).
- We continue to see increasing reach and engagement with the Clutha Live and Work Facebook page with followers from across the district as well as Christchurch, Invercargill, and Auckland.

### **Community and Council Initiatives that support living, working in Clutha** (Our Place Community Plans)

- Monthly meetings with Lilly Paterson (Community Support and Development Advisor) and Mike Goldsmith (Project Manager Community Plan Implementation) to provide updates on projects being led or facilitated by Clutha Development.
- Meeting with Kelly Gay (Head of Community and Facilities Operations)
- Going forward we will all meet monthly to provide updates and explore collaboration opportunities in other areas.
- Taieri Mouth Amenities Group: Attended AGM – update on district marketing.

<b>2.4 To support initiatives that will sustain, retain and grow existing/new businesses in the Clutha District</b>		
<i>Milestone</i>	<i>Timeframe</i>	<i>Performance Indicators</i>
<ol style="list-style-type: none"> <li>1. Business 'toolkit' of resources is up to date</li> <li>2. Industry capability workshops are available based on business needs.'</li> <li>3. One on one visits to businesses in the Clutha District (challenges/opportunities identified)</li> </ol>	2021-2024	<p><i>Business tools and resources available are promoted to businesses.</i></p> <p><i>Industry capability workshops are attended by businesses.</i></p> <p><i>Schedule of visits to towns across the district every 8 weeks – business satisfaction survey results.</i></p>

### **Business Support and Wellbeing**

#### ***Promotion of Clutha Development activities in the Council publication in The Clutha Leader***

#### ***Business and Economic Development***

- Business visits and follow up: 12 (target medium to large businesses)
- Business start-up enquiry: 2 (service delivery); and assisted with initial investigation for a business purchase and refresh.
- Business networking events and opportunities ("Stay connected in business"):

- Survey of businesses for interest in event would add value (business development and keynote speakers); opportunity for social networking also ranked of high importance in attending an event.
- 'Stay Connected' series to be launched in May.
- Business Support: Change of business ownership, business expansion, compliance, promotion.
- Product Development: Clutha Gold Trail:
  - Investigating marketing opportunities to enable visitors to share their experiences through social media.
  - Attended the community forum in Milton to discuss business development ideas.
- Met with Mike Collins (CE, Business South) for an update on regional business partner network and business support programmes available; discussion on collaboration with Business South and Westpac on the event with Sir John Kirwan (mental health advocate).
- Have registered the Clutha District (Milton and Balclutha) in the community Cash Service Trials with the Reserve Bank of New Zealand (new ways to meet rural retailers' cash needs locally).

### **Collaboration with Otago Regional Economic Development (ORED)**

- 'Agricultural productivity and value chain analysis for Otago' report completed: Interviews and follow-up with stakeholders across the region to assess the assumptions from the report.
- Strategic doing Model: It is a collaboration tool for community and economic development and ORED will continue to support its implementation across the region.
- Fortnightly zoom meetings and the next 'face-to-face' meeting is in May.



### **Entrepreneurship development and support**

- Development of a new initiative that will encourage local entrepreneurship and innovation through exploring opportunities to collaborate and partner with regional providers to support the growth of startups and businesses in the Clutha District. To include business start-up and business mentor programme.

<b>2.7 Research and provision of information from data sources</b>		
<i>Milestone</i>	<i>Timeframe</i>	<i>Performance Indicators</i>
1. Six-monthly Clutha Business Confidence survey 2. Infometrics quarterly report 3. Infometrics annual report 4. Specialist reports as required	2021-2024	Business Confidence survey results completed Quarterly Clutha District Economic Activity reports completed and circulated to councillors (Infometrics)

### **Economic Monitoring and Reporting**

- Monthly Infometrics webinars.
- Media release: annual economic profile (ODT, Clutha Leader)
- [Clutha District Quarterly Economic Monitor Report \(Infometrics\) – December 2023](#)

## 2.6 Develop and support business and education partnerships

Milestone	Timeframe	Performance Indicators
<ol style="list-style-type: none"> <li>1. Career pathway opportunities are promoted in schools.</li> <li>2. Collaboration with other stakeholders and programmes that support training and work opportunities.</li> </ol>	2021-2024	<p>Increased awareness of business and work opportunities available.</p> <p>Business, schools, education providers promote career pathway opportunities in the Clutha District.</p>

### Workforce Development

- Jobopportunities: Monthly meetings – update on programmes and job seekers and programmes in schools and job seeker referrals.
- Workforce development planning: will focus on connecting education providers (ages Year 10 - 13) and businesses/industry sectors to create career pathway opportunities.
- Tertiary Education Commission: Met with regional relationship manager (Stephen Geddes) – discussed training opportunities and programmes available including Inspiring the Future (pilot at South Otago High School); Skills Highway, and Pacific Work Connect.
- Promoting living and working in the district: Content plan developed for initiating a podcast series covering Clutha as a destination, business, industry, people and other topics as identified.

## 2.8 Clutha Development as the Regional Tourism Organisation (RTO) will manage the Clutha Destination Strategy Implementation Plan

Milestone	Timeframe	Performance Indicators
<p>Project plans developed and actioned from the implementation plan across the areas of:</p> <ol style="list-style-type: none"> <li>1. Destination management</li> <li>2. Industry capability building and product development. 1</li> <li>3. Marketing (domestic and international)</li> </ol>	2021-2022	<p>MBI – STAPP Funding Investment Plan milestones Report August 2021</p> <p>MBIE Funding Investment Plan approved 2021/2022</p>

## Management of Clutha as a Destination

### Destination Management Plan

#### 1. Gabriel's Gully Storymapp:

- Clutha Development has partnered with the Tuapeka Goldfields Museum who are a vital partner in this exciting endeavour set to offer visitors an immersive, interactive experience delving into the rich history of Gabriels Gully and its regional significance. Clutha Development provided funding to allow for dedicated time for promotion of this product is pivotal for its successful launch—a first in New Zealand.
- During the period 29 December – 12 February (funded by Clutha Development) the focus of promotion was digital, media and stakeholders.
- Storymapp product sales from 22 Jan to 18 March: 40



United Kingdom

★★★★★ · 5 days ago

Pickled Pigeon Cottage is fabulous. Nestled within a stunning cottage garden (awesome roses!) up a very quiet little street away from the town, this historic hideaway is gorgeous. It was also very comfortable. The deep porch a perfect place for a cocktail or glass of fizz with the scent of roses around you. We loved exploring the Gabriels Gully and the trails, do head to the museum and buy the phone/audio guide. A fascinating step back in time. Of course we also picked up some treasures from the antiques and craft stores too. The kitchen is perfect for cooking at home and there are so many seating options in the gardens we could have a different view each night. Loved it.



2. *Visitor Research and Monitoring* (undertaken from December – March): Report due at the end of May.

3. *Tokatā/ Nugget Point and Rakitāmau/ Kākā Point Integrated Masterplan*

- Continue working with the Boffa Miskell team and engaging with our partners to deliver a draft final report.

### Destination Marketing

Our marketing activities focus on attracting visitors beyond the peak seasons, encouraging visitors to stay longer, providing quality experiences, and promoting respect for our local environment, wildlife, communities, and culture.

1. *Social media marketing through Facebook, Instagram and LinkedIn*



Showing 8 Rows

DATE	POST	REACH
Mar 7, 2024	 The Slippery Chip has been ... Photos from Clutha NZ and The	29,306
Mar 29, 2024	 Get out this long weekend an...	19,528

2. *CluthaNZ website review and redevelopment:*

- We have completed the website audit and are now implementing the recommendations. to improve the website user experience – to be completed by the end of June.

3. *CluthaNZ image library:*

- Continue to update and expand the image library.
- Partners and stakeholders are able to sign up to access and use the image library.

### Strengthening our Impact through Collaborative Partnerships

1. *Tourism NZ:*

- Presentation of Clutha as a destination to key teams across Tourism NZ (trade content, brand and experience, PR, social and digital experience, qualmark, industry partnerships).
- Planning and development for hosting a Tourism NZ media famil (2 nights in The Catlins and activities) in mid-April.

2. *Southern Way (collaboration across 7 RTO's):*

- Key focus priorities: collective ownership of the lower South Island as a visitor destination; encouraging visitors to spend more time here and give back to place; collaborative



marketing our place, themes, and experiences while working together as a lower South Island region on other other

- Hosting the next meeting at TPOMA.

3. *Regional Tourism NZ (RTNZ):*

- Monthly update meetings.
- RTNZ Te Unga Mai Professional Development Programme 2024.

4. *Otago Cycle Trail Collaborative:*

- Meeting mid-February: Seasonal update – next meeting in May.

5. *Catlins Coast:*

- Meeting in Feb and March to discuss projects and planned activities.

## Priority Area 3

### Our Environmental Footprint – Changing land use

#### 3.1 Reducing our environmental footprint underpins community well-being and is a priority towards making Clutha a great place to live, work, and play.

<i>Milestone</i>	<i>Timeframe</i>	<i>Performance Indicators</i>
<i>To research and report on land use changes in conjunction with interested parties and stakeholders.</i>	<i>2021-2024</i>	<i>Report completed.</i>

#### ***Diversification opportunities***

- Exploring opportunities to facilitate information sharing (eg primary sector initiatives)

**Linda Moore**  
**Chief Executive**  
**Clutha Development**

**12 April 2024**



2023 – 2024 Timeline for Delivery of Clutha Development Activities

Specification Statements and Priority Areas	2023/2024											
	Y2Q1			Y2Q2			Y2Q3			Y2Q4		
	07/23	08/23	09/23	10/23	11/23	12/23	01/24	02/24	03/24	04/24	05/24	06/24
<b>Priority Area 1: More Quality Housing</b>												
<b>The Clutha District has a well-functioning, dynamic housing system</b>												
1.1 Research the establishment of a community housing trust for the Clutha District												
1.2 Facilitate the expansion of the Kaitangata Land and House Package model to other towns across the district												
1.3 Facilitate the establishment of the Housing Working Group												
<b>Homes meet the needs of Clutha District Residents</b>												
1.4 To monitor and provide regular, specific and accurate data that will report on industry trends, district housing needs, issues and												
<b>Priority Area 2: Filling Our Jobs</b>												
<b>Attracting people to live and work in the Clutha District</b>												
2.1 Identify potential markets and proposals to attract and sustain a vibrant and diverse workforce with the skills to meet the changing needs of the district												
2.2 Support a business and workplace environment that provides compelling reasons to live and work in the Clutha District												
2.3 Research and provision of information from data sources to support decision-making	Clutha District Labour Market Report - completed June 2022											
<b>Business Support and Wellbeing</b>												
2.4 To support initiatives that will sustain, retain and grow existing/new businesses in the Clutha District												
2.5 Collaboration between employers and employees, including better transition between seasonal jobs												
2.6 Develop and support business and education partnerships												
2.7 Research and provision of information from data sources												
<b>Management of Clutha as a Destination</b>												
2.8 Clutha Development as the RTO will manage the Clutha Destination Strategy Implementation Plan												
<b>Priority Area 3: Our Environmental Footprint</b>												
<b>Changing Land use</b>												
3.1 Reducing our environmental footprint underpins community well-being and is a priority towards making Clutha a great place to live, work and play												

# Corporate & Policy Committee

## Item for INFORMATION

<b>Report</b>	Policy Team Report
<b>Meeting Date</b>	24 April 2024
<b>Item Number</b>	3
<b>Prepared By</b>	Sharon Jenkinson – Chief financial Officer Kara Steedman – Senior Policy Advisor

## File Reference

### REPORT SUMMARY

This report provides updates on various matters of interest in the Policy area.

### RECOMMENDATIONS

1. That the Regulatory and Policy Committee receives the report titled 'Policy Team Report' dated 24 April 2024

### REPORT

#### 1. Activity

Team activities and attendances since the last meeting are set out below

Date	Meetings Attended
20 Mar 2024	LTP Project Team
20 Mar 2024	Policy Team Meeting
24 March 2024	Policy Team Meeting
27 Mar 2024	Taituara Webinar - Bylaws Refresher and Freedom Camping
27 March 2024	Council Meeting
28 Mar 2024	LTP Project Team
28 Mar 2024	Deloitte: LTP Audit
03 April 2024	Representation Review – Election Services meeting
04 April	Social Pinpoint Training
08 April 2024	Policy Team Meeting
09 April 2024	LTP Project Team
9 Apr 2024	Otago Climate Change Officers Group
10 April 2024	Advanced Social Pinpoint Training
11 April 2024	Council Meeting and Workshop
12 April 2024	Library and I-site briefings

15 April 2024	Policy Team Meeting
09 April 2024	Climate Change Officers Working Group

## 2. Long Term Plan 2024/34

The LTP 2024-34 work continues as the focus for the policy team.

### LTP Consultations

Final approval to commence consultation with supporting documentation is expected to be granted at the Council meeting dated 11 April 2024. With Consultation to commence on Monday 15 April until Wednesday 15 May 2024

A detailed document has been prepared for the first time as a manual for all involved to be on the same page. This is prudent to have for the team implementing Long Term Plans in the future, so that they can have easy access to what has been completed previously, and how it was done.

There is the expectation that due to unprecedented circumstances there will be many more submissions than normally received, so a strong management plan has been put in place to handle that. There will be briefings for front facing staff to handle many questions that we expect to receive, and a quick brief on the new application Social Pinpoint being used to manage the submissions for the first time and including links to the supporting documentation. It has also been decided to have drop in sessions for all council staff to come along and ask questions.

This application is used by other councils and has been regarded as a successful and less manual way of managing feedback.

## 3. Review of Representation Arrangements

The Local Electoral Act 2001 provides for Council to consider for the 2025 elections (i) the electoral system, (ii) whether Māori representation should be introduced and (iii) a representation arrangements review. A review is mandatory every six years, with the last representation review being undertaken in 2017-18 for the 2019 elections.

On 3 August 2023 Council considered the electoral system and resolved to stay with a first past the post approach. On 26 October, Council decided to retain the status quo not to establish one or more Māori wards for the 2025 triennial election.

On 11 April 2024 Council will determine the direction of the preliminary consultation for the approach to these reviews. This consultation will occur in April – May (dates to be confirmed). This review will determine the number of councillors to be elected, the basis of election for councillors and if this includes wards, the boundaries and names of those wards. Reviews also include whether there are to be community boards, and, if so, membership arrangements for those boards. Representation arrangements are to be determined so as to provide fair and effective representation for individuals and communities.

This process follows on from the work completed and presented to Council on 7 December 2023, and will focus on the representation review process, logistics, community engagement and timetable. For the next review including the review of representation arrangements in comparison to the current status quo. The workshop will determine the methodology used for preliminary consultation to get a preferred direction that the Council wishes to take, how we plan to communicate and consult with the public and possible questions to ask. A timetable with statutory deadlines and key deliverables will also be reviewed.

## 4. Regional Collaboration Workstream - Climate Change

Council is represented on the Otago Region Climate Change Officers' Working Group collaborating on regional climate change adaption and mitigation initiatives and projects. As previously advised, work continues on a

regional sequestration study, emissions scenario modelling and a regional greenhouse gas emissions inventory that has been undertaken by PWC for ORC in consultation with Territorial Authorities (TAs). ORC is commencing the development of an ORC Regional Climate Change Strategy to compliment TA climate change strategies and action plans in consultation with TAs.

#### **5. Our Place Community Plans**

The *Our Place - Taieri Mouth Community Plan* development is well underway by Mike Goldsmith – GHC Consulting Ltd, Project Manager – Community Plan Implementation and is intended to be completed in FY2023-24. The Consultation programme finished on the 1<sup>st</sup> of February, with 68 surveys returned and 800 feedback items. A report summarising the key feedback, and analysis to determine the key projects and priorities for this community was adopted by the Council Meeting on 27 March 2024. The next key deliverables include development of the Community Plan and detailing of associated projects.

#### **6. Council Policies and By Laws**

The policy team facilitates management, periodic review and development of policies and By-Laws. There is a number of policy updates that are required which will begin following the completion of the Long-Term Plan. Urgent policy updates and/or development will be undertaken if required.

#### **7. Residents Survey**

The Residents Survey field work has been confirmed and scheduled to be undertaken in June 2024 by Research First. A report will follow in July to deliver the information for the KPIs in the Annual Reporting process at the end of the financial year.

#### **8. Census 2023 data release update**

The first release of Census data will be at 10.45am on Wednesday 29 May 2024, this release is going to have more information available than previously. Data will now include information to a regional council and territorial authority/ local board level, which includes ethnicity and age data, resident population, dwelling and Maori descent counts.

There will be technical seminars for data users ahead of the release, with a focus on Consus data concepts, methodology, data quality and ways that data can be accessed. To be delivered in the 5 main centres and online from 1 May 2024. There has been a schedule made available for the material due to be released in October. Next key releases: October and November 2024.

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## Corporate & Policy Committee

### Item for INFORMATION

<b>Report</b>	Management Accounts Report
<b>Meeting Date</b>	24 April 2024
<b>Item Number</b>	4
<b>Prepared By</b>	Trey Willis-Croft – Financial Support Accountant
<b>File Reference</b>	891222

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#### REPORT SUMMARY

The report presents the Management Accounts for the period 1<sup>st</sup> February 2024 to 31<sup>st</sup> March 2024.

#### RECOMMENDATIONS

- 1. That the Corporate & Policy Committee receives the Management Accounts Report, dated 24 April 2024.**

STATEMENT OF COMPREHENSIVE REVENUE AND EXPENDITURE										
For the Period ended 29th February 2024										
		2023	2024	2024	2024	2024	2024	2023	Full Year	
		\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	Budget
REVENUE		Actual	Actual	Actual	Actual	Budget	Variance	Actual		
Rates		(0)	7,790	36	23,468	23,360	108	29,439		31,146
Grants, Subsidies and Donations	A	(594)	2,575	1,989	9,425	9,136	289	11,889	13,704	Mostly NZTA subsidy. The roading program has seasonal timing which means costs and budget are not always aligned. \$1,043k of 3 waters BOF (The Hub) budgeted in 2023 was received in September.
Fees & User Charges	B	28	44	54	723	1,264	(540)	1,255	1,691	Contributions relating to the Milton to Waihola Pipeline have not yet been received. We have received \$53k against a year to date budget of \$497k, the full year budget is \$600k. Dog registration fees are \$36k behind the full year budget of \$409k.
Permits & Licences		41	58	54	515	673	(158)	1,133	1,009	
Other Fees	C	103	183	111	1,078	2,014	(936)	2,089	3,021	Solid Waste sales are \$956k behind budget year to date, this was an error in budgeting for the Annual Plan 2023/24.
Rental Revenue		114	130	85	832	849	(16)	1,292	1,273	
Interest Revenue	D	1,176	703	488	3,394	667	2,727	1,133	1,001	Nikko performance has picked up and we recorded gains in February of 477k
Other Revenue		122	26	21	471	603	(131)	714	904	
Other Gains		0	0	0	0	0	0	1,967	1,627	
Sales of corporate and development property	E	1,354	0	0	1,418	0	1,418	74	0	Three properties in Kaitangata sold in December.
<b>Total Revenue</b>		<b>2,343</b>	<b>11,510</b>	<b>2,837</b>	<b>41,325</b>	<b>38,565</b>	<b>2,761</b>	<b>50,985</b>	<b>55,376</b>	
<b>EXPENDITURE</b>										
Grants, Contributions & Sponsorship	F	26	17	32	2,466	473	1,993	3,863	709	Mostly payments to the Clutha Community Hub of \$1.3m from Better Off funding (budgeted last year and \$257k received last year) and \$544k from Balclutha Streetscape stage 2. There are also various community grants that are paid at the beginning of each year.
Other Operating Expenditure	G	1,839	1,846	1,755	15,950	12,410	3,540	20,627	18,615	Costs for consultants are over for the year by \$1,559k, this is mainly in the 3 waters \$1,071k and strategy and planning \$331k areas. IT costs are over by \$145k mainly due to additional support costs and licenses being paid at the start of the year. 3 Waters operational costs are over \$1,937k year to date and Parks and reserves \$362k.
Roading Repairs & Maintenance		505	903	1,143	6,144	5,613	532	8,255	8,419	
Employee Benefits	H	1,677	1,051	1,052	8,753	6,436	2,317	8,847	9,844	Three Waters employee costs of \$1.7M for the eight months are unbudgeted, we are also filling more positions and implementing a restructure.
Depreciation & Amortisation		1,267	1,267	1,267	10,139	10,075	63	16,019	15,113	
Finance Costs	I	11	879	213	3,208	1,271	1,938	2,509	1,906	LGFA Interest over budget due to increasing interest rates
Operating lease payments		4	6	4	22	0	22	19	0	
Cost of sales of corporate and development property		0	0	0	0	0	0	71	0	
<b>Total Expenditure</b>		<b>5,329</b>	<b>5,970</b>	<b>5,465</b>	<b>46,683</b>	<b>36,278</b>	<b>10,405</b>	<b>60,210</b>	<b>54,606</b>	
<b>SURPLUS FOR THE YEAR</b>		<b>(2,987)</b>	<b>5,540</b>	<b>(2,628)</b>	<b>(5,357)</b>	<b>2,287</b>	<b>(7,644)</b>	<b>(9,225)</b>	<b>770</b>	
<b>Other Comprehensive Revenue and Expenditure</b>										
<b>Items that may be reclassified to surplus or deficit:</b>										
Fair value on unlisted shares		0	0	0	0	0	0	(3)	0	
<b>Items that will not be reclassified to surplus or deficit:</b>										
Gain on property, plant and equipment revaluation		0	0	0	0	0	0	19,400	0	
<b>Total Other Comprehensive Revenue and Expenditure</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>19,397</b>	<b>0</b>	
<b>Total Comprehensive Revenue and Expenditure for the year</b>		<b>(2,987)</b>	<b>5,540</b>	<b>(2,628)</b>	<b>(5,357)</b>	<b>2,287</b>	<b>(7,644)</b>	<b>10,172</b>	<b>770</b>	

STATEMENT OF FINANCIAL POSITION										
as at 29th February 2024										
					2023	2024				
					\$000	\$000				
					Dec	Jan				
					Feb	Full Year				
						2024				
						Full Year				
						Budget				
<b>Assets</b>										
<b>CURRENT ASSETS</b>										
Cash and Cash Equivalents					6,023	1,301	2,967	7,069	614	
Receivables and prepayments					2,345	12,473	6,988	6,515	6,276	
Other financial assets		J			31,408	31,870	31,348	29,850	29,628	Nikko portfolio performance has improved.
Derivative financial instruments					0	0	0	1,887	0	
Non-current assets held for resale					0	0	0	0	0	
Development property					2,477	2,477	2,477	2,477	550	
<b>Total Current assets</b>					<b>42,253</b>	<b>48,122</b>	<b>43,780</b>	<b>47,798</b>	<b>37,068</b>	
<b>NON-CURRENT ASSETS</b>										
Property, Plant and equipment					1,389,263	1,391,582	1,395,200	1,371,639	1,395,807	
Intangible assets					143	143	143	143	50	
Other financial assets					4,146	4,146	4,146	1,634	440	
<b>Total non-current assets</b>					<b>1,393,551</b>	<b>1,395,870</b>	<b>1,399,489</b>	<b>1,373,416</b>	<b>1,396,297</b>	
<b>TOTAL ASSETS</b>					<b>1,435,804</b>	<b>1,443,992</b>	<b>1,443,269</b>	<b>1,421,214</b>	<b>1,433,365</b>	
<b>Liabilities</b>										
<b>CURRENT LIABILITIES</b>										
Payables and accruals					7,049	9,714	9,812	12,836	7,529	
Employee entitlements					897	880	686	1,096	756	
Derivative financial instruments					0	0	0	-	-	
Borrowings					15,628	15,500	15,500	14,216	4,000	
<b>Total current liabilities</b>					<b>23,574</b>	<b>26,095</b>	<b>25,999</b>	<b>28,148</b>	<b>12,285</b>	
<b>NON-CURRENT LIABILITIES</b>										
Provisions					1,232	1,232	1,232	1,232	790	
Other liabilities - Mercer Trust					13	13	13	13	18	
Borrowings					83,888	84,016	86,016	58,300	107,252	
<b>Total non-current liabilities</b>					<b>85,132</b>	<b>85,260</b>	<b>87,260</b>	<b>59,545</b>	<b>108,060</b>	
<b>TOTAL LIABILITIES</b>					<b>108,707</b>	<b>111,355</b>	<b>113,259</b>	<b>87,693</b>	<b>120,345</b>	
<b>NET ASSETS</b>					<b>1,327,097</b>	<b>1,332,637</b>	<b>1,330,009</b>	<b>1,333,521</b>	<b>1,313,020</b>	
<b>EQUITY</b>										
Reserves					1,115,155	1,115,381	1,115,606	1,111,913	1,092,169	
Accumulated Funds					211,942	217,256	214,403	221,608	220,851	
<b>TOTAL EQUITY</b>					<b>1,327,097</b>	<b>1,332,637</b>	<b>1,330,009</b>	<b>1,333,521</b>	<b>1,313,020</b>	

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## Corporate & Policy Committee

### Item for INFORMATION

<b>Report</b>	Investment Portfolio Update Report
<b>Meeting Date</b>	24 April 2024
<b>Item Number</b>	5
<b>Prepared By</b>	Greg Bowie – Financial Accounting Team Leader
<b>File Reference</b>	891223

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#### REPORT SUMMARY

This report shows the movement in our investment portfolio from the months of April 2023 to March 2024.

The fund had an unrealised gain of \$668k for the month of March and distributions reinvested of \$175k, resulting in a year-to-date cumulative return of 14.36%.

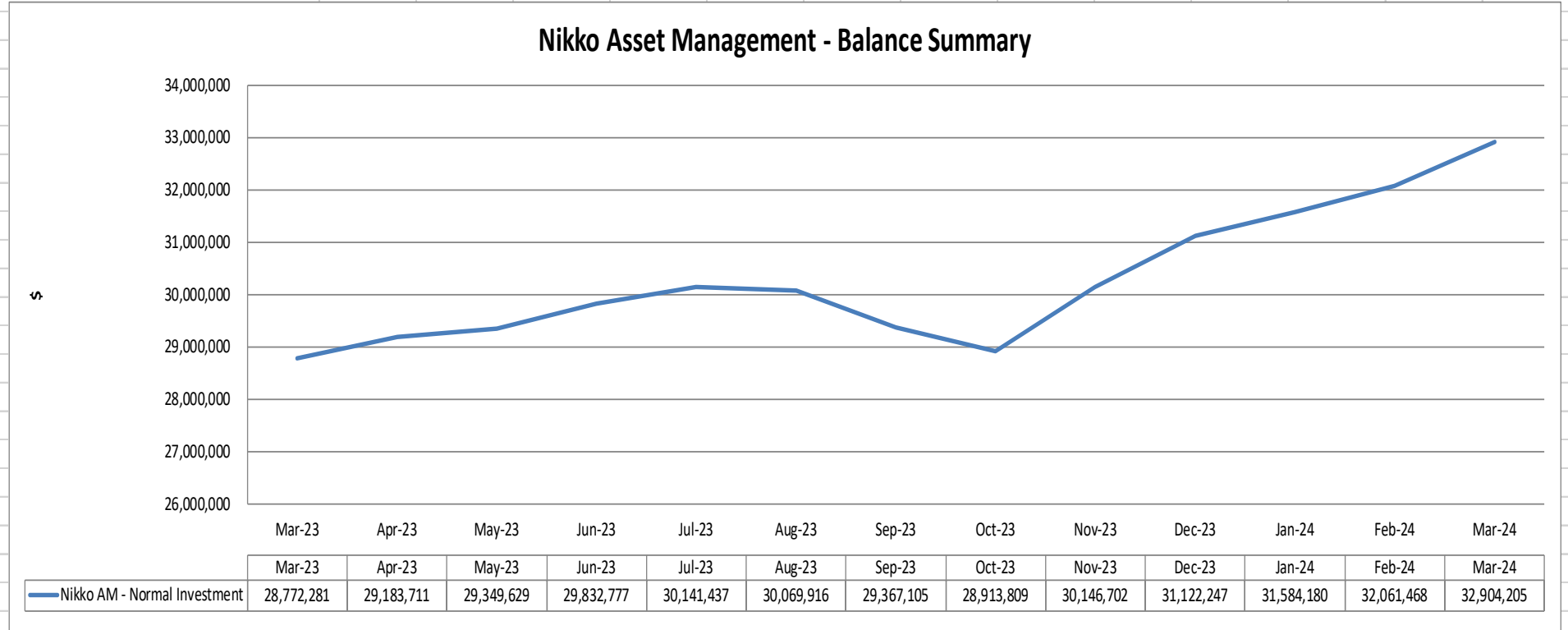
#### RECOMMENDATION

**That the Corporate & Policy Committee receives the Investment Portfolio Update Report.**



1 Combined Nikko Investment Portfolio

	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24
Nikko AM - Normal Investment	28,772,281	29,183,711	29,349,629	29,832,777	30,141,437	30,069,916	29,367,105	28,913,809	30,146,702	31,122,247	31,584,180	32,061,468	32,904,205
Total	28,772,281	29,183,711	29,349,629	29,832,777	30,141,437	30,069,916	29,367,105	28,913,809	30,146,702	31,122,247	31,584,180	32,061,468	32,904,205
Change each month	149,781	411,430	165,918	483,148	308,660	- 71,520	- 702,811	- 453,297	1,232,894	975,544	461,933	477,288	842,736
Year to date change	- 1,078,104	411,430	577,348	1,060,496	1,369,156	1,297,635	594,824	141,528	1,374,422	2,349,966	2,811,899	3,289,188	4,131,924



These balances are net of capital withdrawals.

## 2 Consolidated Nikko Investment Portfolio

The Return on Investment excludes the impact of capital withdrawals and contributions.

Clutha District Council - Nikko Asset Management Normal Fund Investment - Yearly Summary														
Financial Information as per Nikko AM reporting (at Exit Price):														
	Mar-23 YTD	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	YTD
<b>Assets</b>														
TW0605 - Nikko AM Wholesale NZ Bond Fund	3,648,863	3,682,813	3,673,957	3,644,950	3,646,816	3,640,845	3,578,010	3,558,751	3,704,515	3,829,081	3,799,277	3,789,342	3,838,568	3,838,568
TW0606 - Nikko AM Wholesale NZ Cash Fund	1,242,745	1,211,373	1,217,951	1,354,736	1,324,061	1,331,225	1,337,553	1,306,062	1,312,987	1,319,725	1,287,553	1,294,003	1,300,244	1,300,244
TW0607 - Nikko AM Wholesale Core Equity Fund	2,912,500	2,961,132	2,939,091	2,961,560	2,993,417	2,886,275	2,810,156	2,694,893	2,809,437	2,924,786	2,961,514	2,944,885	3,029,690	3,029,690
TW0610 - Nikko AM Wholesale Global Bond Fund	8,725,519	8,752,246	8,728,089	9,351,129	9,393,765	9,377,154	9,193,208	9,149,085	9,522,175	9,843,852	9,766,682	9,709,228	9,838,364	9,838,364
TW0617 - Nikko AM Wholesale Multi-Strategy Fund	2,165,152	2,160,445	2,188,165	2,210,654	2,220,592	2,221,376	2,211,177	2,186,203	2,217,715	2,256,157	2,258,510	2,304,012	2,329,640	2,329,640
750617C - Nikko AM W/S Multi-Strategy Fund-MAR20	3,835	4,066	4,094	4,112	4,177	4,186	4,205	4,232	4,242	4,260	4,278	4,297	4,306	4,306
TW0618 - Nikko AM Wholesale Global Equity Unhedged Fund	5,909,582	6,192,140	6,338,192	4,780,331	4,860,821	4,992,245	4,804,764	4,767,031	4,937,863	5,019,535	5,396,271	5,697,837	5,998,911	5,998,911
TW0619 - Nikko AM Wholesale Global Equity Hedged Fund	2,896,187	2,946,502	2,989,421	4,212,632	4,329,170	4,330,698	4,185,946	4,062,938	4,408,420	4,602,680	4,791,729	5,045,562	5,244,854	5,244,854
TW0622 - Nikko AM Wholesale Property Fund	1,267,897	1,272,993	1,270,670	1,312,672	1,368,617	1,285,912	1,242,086	1,184,613	1,229,348	1,322,171	1,318,364	1,272,301	1,319,626	1,319,626
<b>Total Assets</b>	<b>28,772,281</b>	<b>29,183,711</b>	<b>29,349,629</b>	<b>29,832,777</b>	<b>30,141,437</b>	<b>30,069,916</b>	<b>29,367,105</b>	<b>28,913,809</b>	<b>30,146,702</b>	<b>31,122,247</b>	<b>31,584,180</b>	<b>32,061,468</b>	<b>32,904,205</b>	<b>32,904,205</b>
<b>Represented by:</b>														
<b>Opening Capital</b>	<b>29,850,384</b>	<b>28,772,280</b>	<b>29,183,710</b>	<b>29,349,628</b>	<b>29,832,776</b>	<b>30,141,436</b>	<b>30,069,916</b>	<b>29,367,105</b>	<b>28,913,808</b>	<b>30,146,702</b>	<b>31,122,246</b>	<b>31,584,180</b>	<b>32,061,468</b>	<b>28,772,280</b>
Distributions (Reinvested)	500,049	-	-	162,288	-	-	172,797	-	-	174,014	-	-	175,228	684,328
Fee Invoice/Fee Rebate	- 149,768	- 36,458	-	-	- 37,835	-	-	- 39,026	-	-	- 39,108	-	-	- 152,427
Capital Contributions	-	-	-	1,035,000	-	-	-	-	-	-	-	-	-	1,035,000
Capital Withdrawals	-	-	-	- 1,035,000	-	-	-	-	-	-	-	-	-	- 1,035,000
Switches/Transfers - In	-	-	-	730,000	-	-	-	-	-	-	-	-	-	730,000
Switches/Transfers - Out	-	-	-	- 730,000	-	-	-	-	-	-	-	-	-	- 730,000
Investment Income - Interest	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Realised Investment Gains/ (Losses) - Cash & Fixed Interest	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Unrealised Investment Gains/ (Losses) - Cash & Fixed Interest	- 1,428,385	447,888	165,918	320,860	346,495	- 71,520	- 875,608	- 414,270	1,232,894	801,530	501,041	477,288	667,508	3,600,023
<b>Net Surplus/ (Deficit) on Investment</b>	<b>- 1,078,104</b>	<b>411,430</b>	<b>165,918</b>	<b>- 551,852</b>	<b>308,660</b>	<b>- 71,520</b>	<b>- 702,811</b>	<b>- 453,296</b>	<b>1,232,894</b>	<b>975,544</b>	<b>461,933</b>	<b>477,288</b>	<b>842,736</b>	<b>3,096,924</b>
<b>Net Interest</b>	<b>- 1,578,153</b>	<b>411,430</b>	<b>165,918</b>	<b>320,860</b>	<b>308,660</b>	<b>- 71,520</b>	<b>- 875,608</b>	<b>- 453,296</b>	<b>1,232,894</b>	<b>801,530</b>	<b>461,933</b>	<b>477,288</b>	<b>667,508</b>	<b>3,447,596</b>
<b>Total Fund Value</b>	<b>28,772,280</b>	<b>29,183,710</b>	<b>29,349,628</b>	<b>29,832,776</b>	<b>30,141,436</b>	<b>30,069,916</b>	<b>29,367,105</b>	<b>28,913,808</b>	<b>30,146,702</b>	<b>31,122,246</b>	<b>31,584,180</b>	<b>32,061,468</b>	<b>32,904,204</b>	<b>32,904,204</b>
Return on Investment	-3.61%	1.43%	0.58%	1.68%	1.07%	-0.25%	-2.44%	-1.58%	4.29%	3.39%	1.61%	1.66%	2.93%	14.36%
Actual Accumulative Return on Investment		1.43%	2.01%	3.69%	4.76%	4.51%	2.07%	0.49%	4.78%	8.17%	9.77%	11.43%	14.36%	
Budgeted Accumulative Return on Investment		0.28%	0.57%	0.85%	1.13%	1.42%	1.70%	1.98%	2.27%	2.55%	2.83%	3.12%	3.40%	

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## Corporate & Policy Committee

### Item for INFORMATION

<b>Report</b>	Development Properties Update Report
<b>Meeting Date</b>	24 April 2024
<b>Item Number</b>	6
<b>Prepared By</b>	Greg Bowie – Financial Accounting Team Leader Steve Hill – Chief Executive
<b>File Reference</b>	891224

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### REPORT SUMMARY

The report contains an update on our Development Properties as of 12 April 2024:

- Rosebank Industrial – sale of Lots 11, 20, 21, 22 and 25 – banked \$632k sale proceeds in 2022, a further \$150k settlement proceeds received in 2024.
- Kaitangata – 2 sections sold in 2023 and 4 in 2024 – no further impairment required.
- Stirling – subdivision at early stage, work has commenced with total costs of \$509k to date – no impairment required.
- Rosebank Terrace Subdivision – work has commenced with total costs of \$1,522k to date – no impairment required.
- Keithmore Road Subdivision – waiting on the landowner to advise if they are selling.

### RECOMMENDATIONS

1. That the Corporate & Policy Committee receives the Development Properties Update Report.

## REPORT

### 1 Rosebank Industrial

- Risks and Mitigations:
  - Risk of arsenic contamination after disturbing the ground during the development. Whilst the risk remains the latest testing (including the most recent results received in August 2022) show no breaches. That has meant the ORC no longer require any action or remediation from CDC.
  - The resource consent for the new discharge consents is being combined with an additional remediation plan for the closed landfill that has been disturbed by the current landowner. The application has been submitted and accepted by the ORC which is now processing it via a limited notification process.
- In the 2022 financial year we received total proceeds of \$632k for the sale of lots 11, 20, 21 and 25 and are not reflecting a provisional loss at this stage.
- \$25k amount withheld on settlement of sale of one section was received during October.
- \$125k proceeds received for sale of 23 Fyall Drive in March 2024.
- There is currently 1 section left – 28 Fyall Drive.

Development Property - Rosebank Industrial - Update 12 April 2024			2024	2023	2022	2021	2020	2019	2018	2017	2016
			\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000
Opening Balance			689	575	1,206	1,206	824	25	999	732	0
Additions in current year			112	114	90	113	229	1,152	602	547	732
Less Amounts expensed due to sale	-2,727		-150	0	-721	0	0	0	-1,576	-280	0
Less Amounts expensed due to anticipated loss	-313		0	0	0	-113	153	-353	0	0	0
Closing Balance			651	689	575	1,206	1,206	824	25	999	732
Fair Value Assessment	0		651	689	575	1,206	1,206				

### 2 Kaitangata Subdivision

- Risks and Mitigations:
  - The financial risk to CDC is not recovering all the costs on the sale of each house and land package.
  - CDC can become more active in marketing or down spec the build to suit market conditions.
- 2 sections were sold in the 2022/23 financial year (86 Eddystone Street and 28 Needles Street) with sale proceeds of \$37k and \$38k respectively.
- 4 sections have been sold so far in the 2023/24 financial year (26 Needles Street, 52 Needles Street, 32 St Catherine Street, and 34 St Catherine Street) with sale proceeds of \$39k, \$521k, \$407k and \$425k respectively.
- For the year to date, amounts totalling \$754k have been paid for contract payments and professional services (\$193k 50 Needles Street, \$173k 34 St Catherine Street, \$303k 28-32 St Catherine St, \$2k Wangaloa Road and \$83k 52 Needles Street) for house builds.

- At this stage no impairment is considered necessary.

Development Property		2024	2023	2022	2021	2020	2019	
Kaitangata House & Land Packages		\$000	\$000	\$000	\$000	\$000	\$000	
Opening Balance		1,084	290	618	345	58	0	
Plus: Additions in current year		754	866	458	630	342	58	
Less: Amounts expensed due to sale		-1,364	-71	-787	-357	-20	0	
Less: Impairment Loss		0	0	0	0	-36	0	
Closing Balance		475	1,084	290	618	345	58	
Development Property - Other Gains and Losses		Total	2024	2023	2022	2021	2020	2019
Development Property			\$000	\$000	\$000	\$000	\$000	\$000
Proceeds from Sales	2,588	1,393	74	792	309	20	0	
Cost of Sales	2,598	1,364	71	787	357	20	0	
(Loss) / Gain Kaitangata House & Land Packages	-10	30	3	5	-48	0	0	

### 3 Stirling

- Council is completing an initial subdivision and purchase costs of \$470k have now been paid towards the capital development costs.
- There are total costs of \$509k to date including consultancy and legal fees.
- Title has now been received for the subdivision.
- There remains a decision to be made as to when to start the planning process for this subdivision.

Clutha District Council - Stirling Boyd Street Update 12 April 2024							
	2024	2023	2022	2021			
	\$000	\$000	\$000	\$000			
Income							
Total Income	-	-	-	-			
Expenditure							
Consultancy	-	6	17	3			
Legal	-	8	3	-			
Rates	0	0	-	-			
Valuation Expenses	-	-	-	3			
Total Expenditure	0	13	19	6			
Net Income/(Loss)	-	0	-	13	-	19	-
Capital Expenditure							
Contract Payments & Professional Services	-	423	47	-			
Total Capital Expenditure	-	423	47	-			
Outstanding balance to be recovered	-	0	-	436	-	66	-

#### 4 Rosebank Terrace Subdivision

- Construction has now commenced on this new subdivision, with a total \$1,522k of contract payments/invoices/purchase orders to date.
- A subdivision application has been approved.
- Estimated total construction costs of \$2,549,263.24 have been approved for this development.
- There are to be 18 new sections as part of this development.

Clutha District Council - Rosebank Terrace Subdivision Update 12 April 2024				
	2024	2023	2022	2021
	\$000	\$000	\$000	\$000
<b>Income</b>				
<b>Total Income</b>	-	-	-	-
<b>Expenditure</b>				
<b>Total Expenditure</b>	-	-	-	-
<b>Net Income/(Loss)</b>	-	-	-	-
<b>Capital Expenditure</b>				
Contract Payments & Professional Services	1,323	153	26	20
<b>Total Capital Expenditure</b>	<b>1,323</b>	<b>153</b>	<b>26</b>	<b>20</b>
<b>Outstanding balance to be recovered</b>	<b>- 1,323</b>	<b>- 153</b>	<b>- 26</b>	<b>- 20</b>

#### 5 Keithmore Road Subdivision

- Progressing with some preliminary concept plan and consulting fees paid, totalling \$2.6k.
- Purchase price – waiting on the landowner to decide.

Clutha District Council - Keithmore Road Subdivision Update 12 April 2024	
	2024
	\$000
<b>Income</b>	
<b>Total Income</b>	-
<b>Expenditure</b>	
<b>Total Expenditure</b>	-
<b>Net Income/(Loss)</b>	-
<b>Capital Expenditure</b>	
Contract Payments & Professional Services	3
<b>Total Capital Expenditure</b>	<b>3</b>
<b>Outstanding balance to be recovered</b>	<b>- 3</b>