

MEETING OF THE
Clutha District Council

Thursday 23 June 2022

Commencing at 1.30pm

At the Council Chambers

1 Rosebank Terrace

BALCLUTHA

CLUTHA DISTRICT COUNCIL

Notice is hereby given that a Meeting of the Clutha District Council will be held in the Council Chambers, 1 Rosebank Terrace Balclutha on Thursday 23 June 2022, commencing at 1.30pm.

Steve Hill
CHIEF EXECUTIVE OFFICER

Committee Members

Mayor: Bryan Cadogan

Councillor Dane Catherwood
Councillor Stewart Cowie
Councillor Wayne Felts
Councillor Gaynor Finch
Councillor Mel Foster
Councillor Bruce Graham
Councillor John Herbert

Councillor Lloyd McCall
Councillor Alison Ludemann
Councillor Ken Payne
Councillor Carol Sutherland
Councillor Jo-anne Thomson
Councillor Bruce Vollweiler
Councillor Selwyn Wilkinson

CLUTHA DISTRICT COUNCIL

Thursday 23 June 2022

APOLOGIES

DECLARATIONS OF INTEREST

PUBLIC FORUM

PETITION

Groundswell NZ – petition re 3 Waters reforms and defunding of LGNZ

Moved Councillors XXXX and Resolved:

“That in accordance with Section 17 of the Clutha District Council’s Standing Orders, Council receives the petition from Groundswell NZ.”

Item	Page #	Title
1	24	Annual Plan 2022/23 <i>(For Council’s Decision)</i> Report seeking Council’s decision on the Annual Plan 2022/2023
2	27	Rates resolution 2022/23 <i>(For Council’s Decision)</i> Report seeking Council’s decision on the Rates resolution for the financial year from 1 July 2022 to 30 June 2023
3	29	Policy on Election Signs <i>(For Council’s Decision)</i> Report seeking Council’s decision on the Policy on election signs for 2022
4	37	Policy on Council Charges, Hire Fees and Rents <i>(For Council’s Decision)</i> Report seeking Council’s decision on the Policy on Council charges, hire fees and rents report
5	42	Policy on Remission and Postponement of Rates <i>(For Council’s Decision)</i> Report seeking Council’s decision on the Policy on Remission and Postponement of rates report
6	51	Policy on Remission and Postponement of Rates on Māori freehold land <i>(For Council’s Decision)</i>

		Report seeking Council's decision on the Policy on Remission and Postponement of rates on Māori freehold land report
7	66	Milton Streetscape Layout Approval <i>(For Council's Decision)</i> Report seeking Council's decision on the Milton Streetscape Layout
8	67	Confirmation of Council Minutes <i>(For Council's Confirmation)</i> Minutes of the Council Meetings held on the 12, 19 May and 2 June 2022.
9	98	Corporate and Property Minutes <i>(For Council's Confirmation)</i> Minutes of the Corporate and Property meeting held 9 June 2022
10	102	Service Delivery Committee Minutes <i>(For Council's Confirmation)</i> Minutes of the Service Delivery Committee meeting held 9 June 2022
11	109	Regulatory and Policy Committee Minutes <i>(For Council's Confirmation)</i> Minutes of the Regulatory and Policy Committee meeting held 9 June 2022
12	113	West Otago Community Board Minutes <i>(For Council's Information)</i> Unconfirmed minutes of the West Otago Community Board meeting held 25 May 2022.
13	119	Lawrence Tuapeka Community Board Minutes <i>(For Council's Information)</i> Unconfirmed minutes of the Lawrence Community Board meeting held 25 May 2022.
14	126	Risk and Assurance Committee Minutes <i>(For Council's Confirmation)</i> Unconfirmed minutes of the Risk and Assurance Committee meeting held 9 June 2022
15	131	Youth Council <i>(For Council's Confirmation)</i> Unconfirmed minutes of the Youth Council Meeting held 16 May 2022

16	136	Telford Bursary 2022 <i>(For Council's Information)</i> Report informing Council on the recipients of the Telford Bursary for 2022
17	137	Clutha District Council Resident Survey 2021/2022 <i>(For Council's Information)</i> Report informing Council on the Resident Satisfaction Report.
18	139	Mayoral Report <i>(For Council's Information)</i>
19	143	Chief Executives Report <i>(For Council's Information)</i>
20	147	Documents for Consent and Seal <i>(For Council's Confirmation)</i>
21	149	Reasons to move into Public Excluded <i>(For Council's Decision)</i>

Clutha District Council

1 Rosebank Terrace

Balclutha 9230

13th June 2022

Dear Mayor Brian Cadogan and Clutha District Councillors

Groundswell take this opportunity to present the signatures of the Clutha District ratepayers and residents requesting that, Clutha District Council (CDC) discontinue any further funding of Local Government New Zealand (LGNZ), and holds a binding referendum on the issue of 3 Waters.

It is obvious from the numbers at the meeting held on June 8th, 2022, at the South Otago T&C as well as feedback from community members in the past; that the Clutha District community does not accept that the democratic process of engagement on 3 Waters was carried out. LGNZ entered into the Heads of Agreement (HoA) with the Crown in July of 2021 which committed LGNZ to the Governments 3 Waters proposal. LGNZ failed to preserve the rights of individual councils to reach their own position as LGNZ was clearly in total support of the proposed reform and the case for change, before proper engagement was carried out. This resulted in little or no public engagement either from CDC or the leadership of LGNZ.

As a result, we believe this ratepayer financed organisation has not acted in the best interests of the people of this region, in possibly the biggest issue to face local government in 30 years, and LGNZ is no longer fit for purpose.

As this process was neither democratic nor transparent, we call on the Mayor and councillors to set a date for a public meeting within the next 3 weeks, to discuss these issues. Councillors would publicly state their positions on the two issues of the 3 Waters reforms and defunding LGNZ, and a vote be taken.

To clarify, our request is for an ensuing binding referendum for the Clutha District ratepayers/residents on the issue of the 3 Waters reforms, and for council to vote on the defunding of LGNZ.

We look forward to your response.

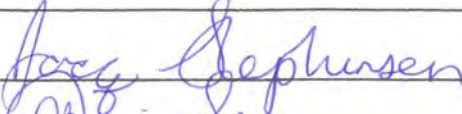




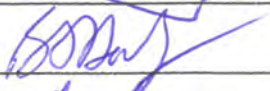

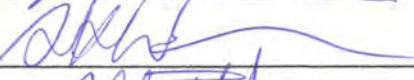
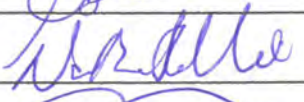
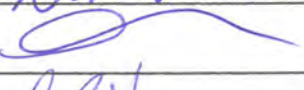
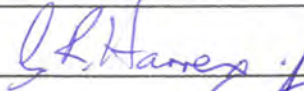
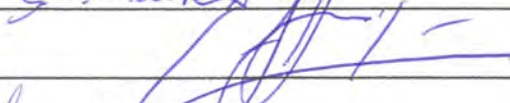

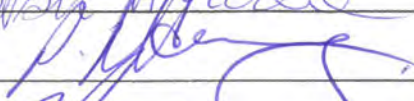
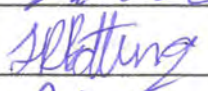
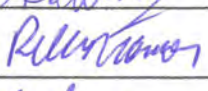
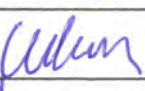


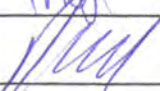
Yours sincerely

Bryce McKenzie and Laurie Paterson

groundswellnz2020@gmail.com

We the undersigned, the people of the ~~Central~~ Otago District, request the ~~Central~~ Otago District Elected Representatives to vote during a public meeting on our request.

'For our council to hold a binding referenda on the issue of 3 waters'






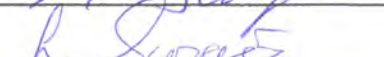



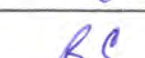
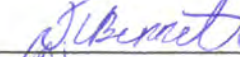

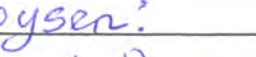




Name	Signature
Jacob Stephenson	
Cathrine Spive	
Sabrina Ragan	
Andrew Jackson	
Rina Kollen	
Lachie Campbell	
CHRIS IRWIN	
Brendan Daly	
Brendan Anderson	
SEAN WILLIAMS	
Jamie Chittach	
Nathan Collier	
Andre McInnes	
Gavin Harrex	
JOHN MCKENZIE	
Sarah Lowe	
Phillip Harvey	
Jade Uehi	
James Botting	
Riley Macpherson	
Cullen Clark	
Jane Findley	
Nicky Hall	
Piper Hall	
JESUS IS LORD	

Eddie Brock
 Andrew Taylor
 Bronwyn Brock
 David Smollett
 JACK SMETH
 Riley Macpherson
 Cullen Clark
 James Smollett

Eddie Brock
 a.j. Taylor
 Bronwyn Brock
 DC Smollett
 JACK SMETH
 Macpherson
 Cullen
 James Smollett

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'For our council to hold a binding referenda on the issue of 3 waters'

Name	Signature
Steve Geard	
Andrew Loughton	
Mark Watt	
Clark Loughton	Clark Loughton
Ross Chalmers	
Barrie Mills	
Ruth Maber	R Maber
Michael Scorgie	
Leanne Scorgie	L. Scorgie
Shybauth	C. Shybauth
Graeme Sutherland	
Phil Broadfield	
Andrew Dorman	Andrew Dorman
Dean McCrostie	
Kym Coy	
Richard Deulin	R Deulin
Ron Couie	R S Couie
Roger + Lesley Keael.	
Craig French	
Johnny Bennett	
Julie Bond	
: Catherine : of the family : Booyser :	
KATHRYN JOANNA LOVE	
Alex Kerr	
Peter Dren	
Julia Keisha Arain	
James Mathew	

3 Waters

Name

Signature

Jenny McLaughlin

Jenny McLaughlin

David

David

Christine Benny

Christine Benny

~~Shirley~~

~~Shirley~~

Phil Barrett

Phil Barrett

James Anderson

James Anderson

Jackson Lowry

Jackson Lowry

Nick Nolan

Nick Nolan

DANIAN FORD

DANIAN FORD

~~Clutha~~

Clutha ~~South~~ 11 12

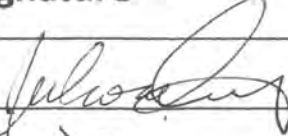
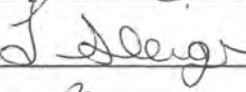


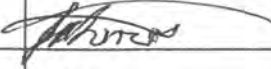

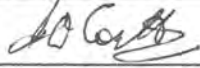

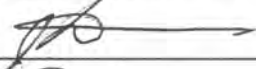





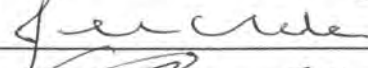






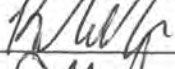
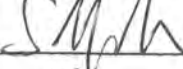
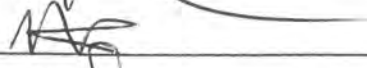


We the undersigned, the people of the ~~Central Otago~~ District, request the ~~Central Otago~~ District Elected Representatives to vote during a public meeting on our request 'For our council to discontinue any further funding of LGNZ' effective immediately.

Name	Signature
Grant Dawson	
mark Diamond	
Ange Diamond	
Shona Rogers	
Andrew Christie	
Joseph Cross	
Michael Budge	
Jan Campbell	
Rina Kollen	
Andrina Keach	
Andrew Jackson	
sharon Arthur	
DAnn ARTHUR	
KINGSTON SIM	
Sabrina Ragan	
Abigail Ragan	
Nathan Collier	
Jamie Chittoch	
SEAN WILLIAMS	
Breneton Anderson	
brendon Daly	
CHRIS IRWIN	
Laetia Campbell	
Tade Uahi	
Carolyn Uahi	

Clutha ~~South~~

Clutha ~~South~~ 12

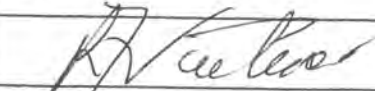




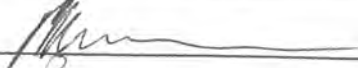



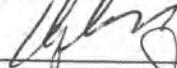
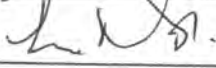

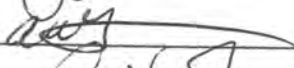

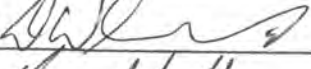
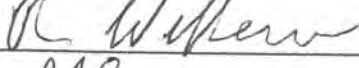
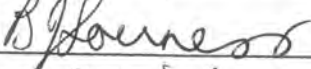
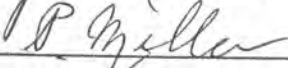





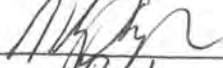

We the undersigned, the people of the Central Otago District, request the Central Otago District Elected Representatives to vote during a public meeting on our request 'For our council to discontinue any further funding of LGNZ' effective immediately.

Name	Signature
Jim Goattay	
Tina Sleight	
Carolyn Wall	
Alister Lines	
Josephine Lines	
Alva Coultas	
IVAN Coultas	
Campbell Brown	
Tim Laith	
NIEL TULLY	
Carol Hennessey	
Deborah Lindsay	
Michelle Bromley	
Kevli Clarke	
Jason Clarke	
Guy Broekhuizen	
Ralph Cochrane	
Tony Brock	
Brent Gray	
Rachel Gray	
Carol Sinclair	
Bob Sinclair	
Stu Allied	
Jenny Affleck	
EIAN Young	
Peter Wilson	

clothes ~~with~~

clothes ~~with~~

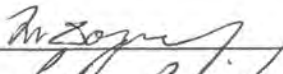
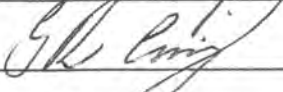
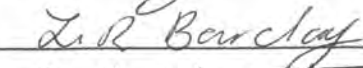
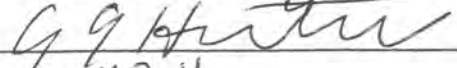
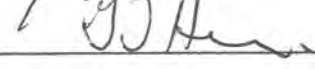



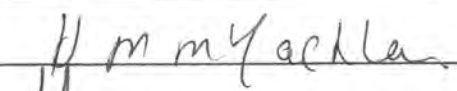
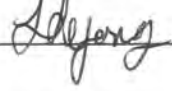
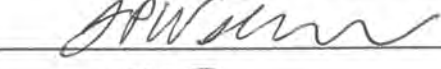
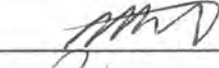


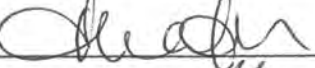
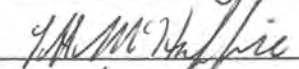


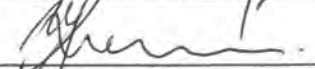

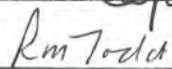
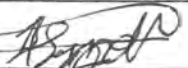

We the undersigned, the people of the ~~Central Otago~~ District, request the ~~Central Otago~~ District Elected Representatives to vote during a public meeting on our request 'For our council to discontinue any further funding of LGNZ' effective immediately.

Name	Signature
Robyn Ventuari	
Rob Solesby	
Yonisa Baillie	
Gary Dabell	
Peter Johnston	
Ross Ollerendraw	
Karen Johnston	
KAREN SMITH	
Brian Smith	
Doag Davis	
Lorraine Davis	
Dany McNaughtin	
Alex McNaughtin	
C.H. Paul	
Dave Crooks	
Russel Williamson	
Ben Louness	
Peter Miller	
Ali Mila	
Gordon Kellie	
Tracy McPherson	
Brodie Dodds	
Nicola Peaves	
Ken Stephen	
Colin Paterson	

Clutha

Clutha


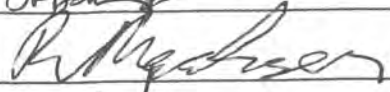



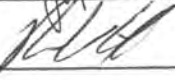
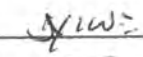

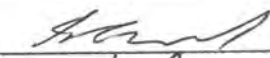
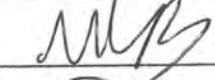

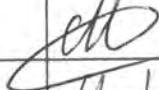
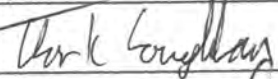

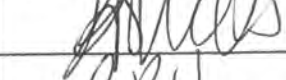
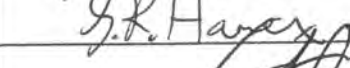

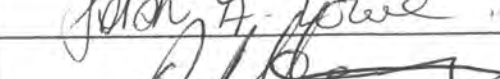

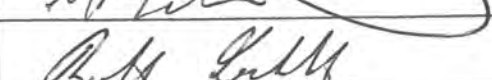

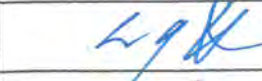

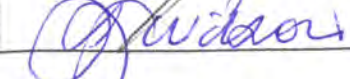

We the undersigned, the people of the ~~Central Otago~~ District, request the ~~Central Otago~~ District Elected Representatives to vote during a public meeting on our request 'For our council to discontinue any further funding of LGNZ' effective immediately.

Name	Signature
TREVOR DOVEY	
Gary Craig	
Megan Barclay	
Graham Hunter	
Trevor Hewson	
Sarah Moore	
Nicky Kelly	
John	
Fred Roberts	
Helen McLachlan	
Jenna Young	
Sarah Peters-Hilltop.	
Jonathan Wilson	
Margaret Stott	
J. White	
Larry Frost	
Heidi McLaffie	
Terry McHaffie	
Wayne Mellon	
Brian Povey	
Matthew Hurran	
Carol Soper	
Ruth Todd	
James Sordell	
Tau Goathas	

Clutha ~~South~~




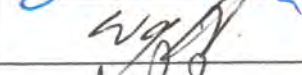

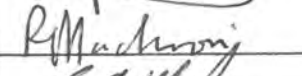


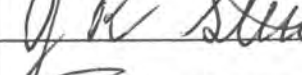

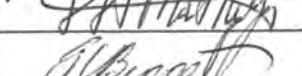
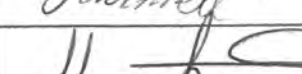

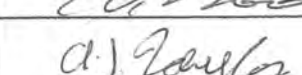
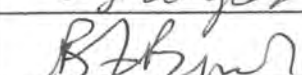
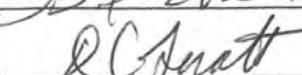
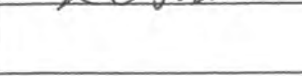
Clutha ~~South~~

We the undersigned, the people of the ~~Central Otago~~ District, request the ~~Central Otago~~ District Elected Representatives to vote during a public meeting on our request 'For our council to discontinue any further funding of LGNZ' effective immediately.

Name	Signature
James Botting	
Riley McFarson	
matthew botting	
Jane Findlater	
Nicky Hall	
Roger Hall	
yeshua	
Rita McHenry	
Steve Geard	
Nathan McBride	
Andrew McGregor	
Manu Watt	
Clark Coughlan	
Ross Cholmes	
Patrick Mills	
Gavin Harrex	
John McEwen	
Sarah Lowe	
Phillip Harvey	
Michael Bateman	
Robt Lockett	
Jeff Young	
John Howard	
Brent Mackie	
Jay Wilson	

LGNZ

We the undersigned, the people of the Clutha District, request that the Clutha District Council Elected Representatives vote during a public meeting on our request 'For our council to discontinue any further funding of LGNZ' effective immediately.

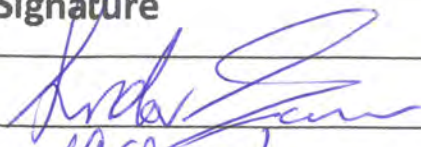
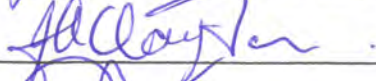

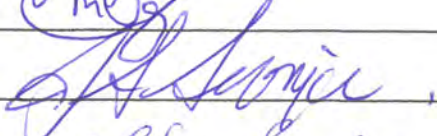
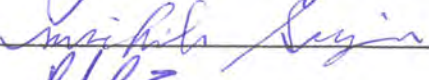
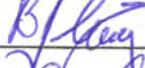

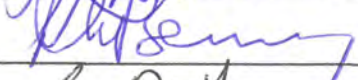

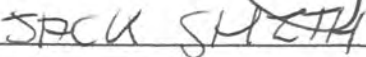
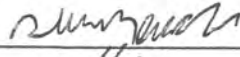

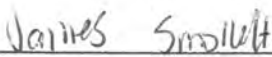
Name	Signature
Sim Kelleher	
Kideay Moir	
H. Dolzie	
John Howard	
Karen Luffey	
Rose Mackinnon	
Brent Mackie	
Christine Berry	
James Stuart	
James Anderson	
James Matheson	
Johnny Bennett	
Sheepbault	
Eddie Brock	
Andrew Taylor	
Bronwyn Brooks	
David Smallitt	

LGNZ

Clutha ~~South~~

Clutha ~~South~~ 17

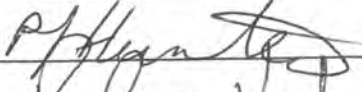
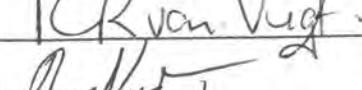
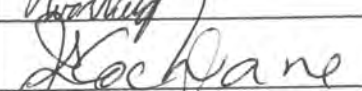


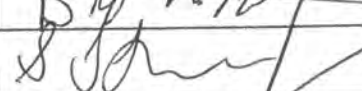
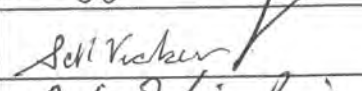
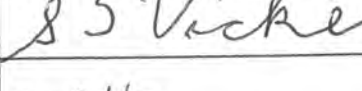

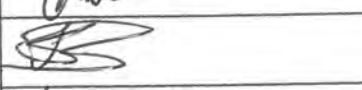
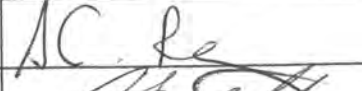


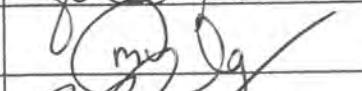
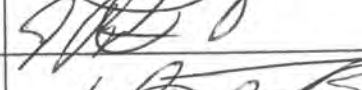

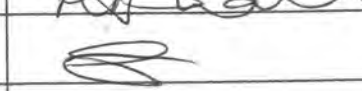
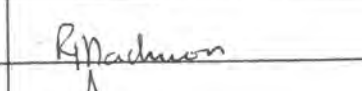

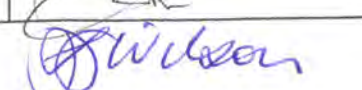

We the undersigned, the people of the ~~Central Otago~~ District, request the ~~Central Otago~~ District Elected Representatives to vote during a public meeting on our request 'For our council to discontinue any further funding of LGNZ' effective immediately.

Name	Signature
Mrs Lunder Scan	
Judy Clayton	
Merv. L. Clayton	
Jim Scorgie	
Michiko Scorgie	
Brenda Craig	
Barrie Leslie	
David Benny	
Christine Benny	
SACK SMITH	
R. Ly MacPherson	
Cullen Clark	
James Smollett	

Cheltha

Cheltha

We the undersigned, the people of the ~~Central Otago~~ District, request the ~~Central Otago~~ District Elected Representatives to vote during a public meeting on our request.
'For our council to hold a binding referenda on the issue of 3 waters'

Name	Signature
Pam Hunter	
Raewyn van Vugt	
Rob van Vugt	
John Kochrane	
Mervyn Jones	
Robert Rolston	
Bryce McKenzie	
Shaun Thomas	
Margaret Vickers	
Steven Vickers	
Cody Watt	
Chris Watt	
Share Bichan	
Stephen Ray	
Alan Jeffrey	
Karen Jeffrey	
Judy Clayton	
Merv. L. Clayton	
Ian Sindair	
DAVID BOSTIC	
RAEWYN BOSTIC STAND	
Angelita Gibbs	
Rose Mackinnon	
Sarah Muir	
Claire Latta	

Joy Wilson


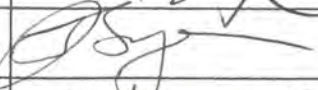
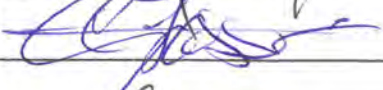
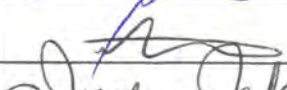

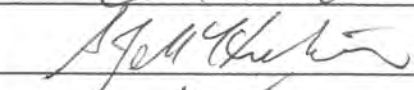
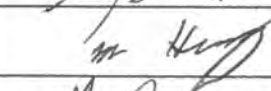

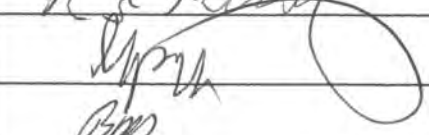
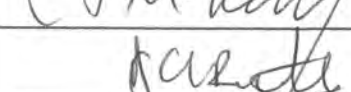
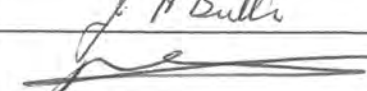

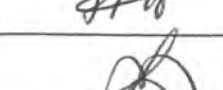


Referenda

~~Clutha~~ ~~Clutha~~ ~~Clutha~~

We the undersigned, the people of The ~~Gore~~ District, request the ~~Gore~~ District Council Elected Representatives to vote during a public meeting on our request.

'For our council to hold a binding referenda on the issue of 3 waters'

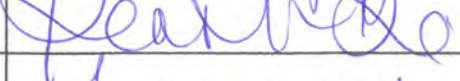
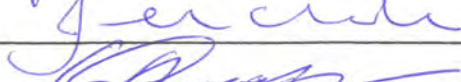



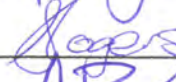

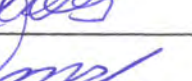


Name	Signature
MICHAEL MORRIS	
Lois Byars	
Tony Byars	Anthony De Byars
Grace Tasa	
Aaron Rowcliffe	
JUDY JEFFREY	Judy Jeffrey
Jul Tempelken	
Austins Hunt	A Hunt
Liz McHutehan	EM McHutehan
Alex McEcha	
Michael Hanley	
Nathan steel	
Murray McKean	mjk
Ron King	R King
Sully Pope	
Blair Lennon	BLM
John Murray	J Murray
Liz Murray	LMurray
chick Phillipson	C Phillipson
Chris McKean	C J McKean
Jenny Butler	
John Butler	J Butler
David Turnbull	
Janey Matheson	
Sheena	

South

We the undersigned, the people of the ~~Central~~ Otago District, request the ~~Central~~ Otago District Elected Representatives to vote during a public meeting on our request.
 'For our council to hold a binding referenda on the issue of 3 waters'

Name	Signature
Jeff Grant	[Signature]
Carol Soper	[Signature]
Ruth Todd	[Signature]
David Smollett	[Signature]
Richard Hunter	[Signature]
Leonard Cunningham	[Signature]
James Sarratt	[Signature]
Paul Goatley	[Signature]
Jim Goatley	[Signature]
Tina Sleigh	[Signature]
Carolyn Wall	[Signature]
Alistair Lines	[Signature]
Josephine Lines	[Signature]
Peter Bloor	[Signature]
Al Louth	[Signature]
Ivan Coulters	[Signature]
Barry Gray	[Signature]
Campbell Brown	[Signature]
Ben McGill	[Signature]
Good Bradfield	[Signature]
NEIL TOTT	[Signature]
Tai Ratta	[Signature]
Carol Hennessey	[Signature]
Sohan Poyitir	[Signature]
Dalene Potgieter	[Signature]
Peter Wilson	[Signature]

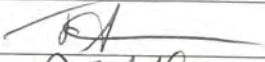
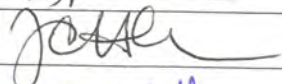
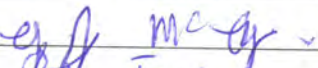

We the undersigned, the people of the ^{South} ~~Central~~ Otago District, request the ~~Central~~ Otago District Elected Representatives to vote during a public meeting on our request.
 'For our council to hold a binding referenda on the issue of 3 waters'

Name	Signature
Deborah Lindsay	
Michelle Pringle	
Kevn Clarke	
Jason Clarke	
Guy Broekhuizen	
Ralph Cochran	
Tony Brock	
Brent Grace	
Richard Gray	
Bob Sinclair	
Stu Affleck	
Jenny Affleck	
Eion Young	
Grant Dawson	
mark diamond	
Ange Diamond	
Shona Rogers	
Andrew Christie	
Joseph cross	
Michael Rudge	
Jon Campbell	
James Stuart	
JASON LYDERS	
REECE JOHNSTON	
Hamish Bielski	

Clutha District Referenda

We the undersigned, the people of The Clutha District, request the Clutha District Council Elected Representatives to vote during a public meeting on our request.

'For our council to hold a binding referenda on the issue of 3 waters'

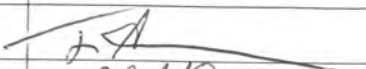

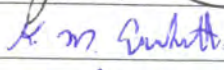
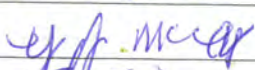
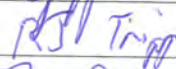

Name	Signature
J. A. Hobson	
J C Hobson	
K. m. Cusitt	K. m. Cusitt
G. McLeay	
Rob Tripp	Rob Tripp
S. K. HOBSON	

Clutha District

LGNZ

We the undersigned, the people of the Clutha District, request that the Clutha District Council Elected Representatives vote during a public meeting on our request

'For our council to discontinue any further funding of LGNZ' effective immediately.

Name	Signature
J A Hobson	
J C Hobson	
K m. Cubitt	
Wendy McCreary	
Rob Tripp	
SIC HOBSON	

Clutha District Council

Item for DECISION

Report	Annual Plan 2022/23
Meeting Date	23 June 2022
Item Number	1
Prepared By	Larissa Brown – Strategic Planning Manager
File Reference	735042

REPORT SUMMARY

This report presents the final Annual Plan 2022/23 for adoption.

Note: The plan itself is attached under a separate cover.

RECOMMENDATIONS

- 1 That Council receives the Annual Plan 2022/23 report.**
- 2 That in accordance with section 100(2) of the Local Government Act 2002 Council resolves the unbalanced budget contained within the 2022/23 Financial Statements is considered by Council to be prudent.**
- 3 That Council adopts the Annual Plan 2022/23.**
- 4 That Council delegates the Chief Executive to approve any final edits required to the Annual Plan 2022/23, to finalise the document for printing and distribution.**

REPORT

1 Background

All local authorities are required to prepare an Annual Plan under Section 95 of the Local Government Act 2002.

Council considered changes and workshopped issues on 13 October, 11 November and 9 December 2022. This culminated into the development of consultation material, supporting material, and a consultation period running from 21 March to 21 April 2022 for the annual plan overall and 2 April to 21 April for related Clutha Community Hub additional funding. A total of 158 individuals or organisations made submissions, with a further 10 speaking at the hearing on 2 May.

The final Annual Plan 2022/23 document incorporates the changes and decisions at the 19 May 2022 meeting.

2 Balanced Budget

Section 100(1) of the Local Government Act 2002 (the 2002 Act) requires local authorities to set each year's operating revenue at a level sufficient to meet operating expenses, i.e., "balance the budget".

Council is forecasting a deficit (unbalanced budget) of \$1.2M in 2022/2023 which has been caused by changes in water activity depreciation funding from 100% to 25%, arising from an assumption that water activity assets and reserves will be transferred to a new water services entity in 2024.

Section 100(2) of the 2002 Act allows a local authority to set projected operating revenues at a different level from that which would be necessary to meet operating expenses, provided that the local authority resolves that it is financially prudent to do so, having regard to:

- (a) the estimated expenses of achieving and maintaining the predicted levels of service provision set out in the long-term council community plan, including the estimated expenses associated with maintaining the service capacity and integrity of assets throughout their useful life; and
- (b) the projected revenue available to fund the estimated expenses associated with maintaining the service capacity and integrity of assets throughout their useful life; and
- (c) the equitable allocation of responsibility for funding the provision and maintenance of assets and facilities throughout their useful life; and
- (d) the funding and financial policies adopted under section 102.

For the reasons outlined above it is proposed that the requirements of section 100(2) and financial prudence test has been met. A Council resolution to this effect has been presented for resolution.

3 Strategic Goals and Outcomes

The Annual Plan contributes to all Council's strategic goals and outcomes through its role in providing an update to the Long Term Plan. The purpose of an annual plan is to:

- Contain the proposed annual budgets and Funding Impact Statement
- Identify any variations from the Financial Statements and Funding Impact Statement included in the LTP in respect of that year
- Provide integrated decision-making and co-ordination of resources of the local authority
- Contribute to the accountability of the local community.

4 Assessment of Options

Options have been assessed during the development of the Annual Plan 2022/23, with decision from the 19 May 2022 meeting incorporated into budgets and documents.

5 Consultation

A consultation document was prepared in accordance with section 95 of the Act and consultation consistent with section 82 and Council's Significance and Engagement Policy was carried out, including the following:

- Information in the Clutha Leader Council noticeboard, public notices, and local community
- Information on Website
- Facebook posts
- Distribution of information to Council offices including libraries and service centres.
- Invited written and verbal feedback.
- Public meeting re Clutha Community Hub additional funding.
- Mayor's soapbox sessions throughout the district.

A total of 87 submissions were received, with a further fifteen speaking at the verbal hearings on 27 April and 3 May 2022.

6 Policy Considerations

The Annual Plan 2022/23 has been prepared on the basis it is consistent with all Council policies.

7 Legal Considerations

The Annual Plan has been prepared and adopted in accordance with sections 82, 82A, 95 and 95A of the Local Government Act 2002.

8 Financial Impact

Full information about the financial variances between the Annual Plan 2022/23 update compared to forecasts in the 2022/23 year of the LTP 2021/31 is contained with the attached Annual Plan document.

9 References – Tabled/Agenda Attachments

Annual Plan 2022/23 (attached under a separate cover).

Clutha District Council

Item for DECISION

Report	Rates Resolution for the Financial Year from 1 July 2022 to 30 June 2023
Meeting Date	23 June 2022
Item Number	2 - Replacement
Prepared By	Sharon Jenkinson – Finance Manager
File Reference	738522

REPORT SUMMARY

The Local Government (Rating) Act 2002 requires Council to adopt by Council resolution the rates it intends to set for the financial year. The rates for 2022/23 can only be set once the Council has adopted the Annual Plan 2022/23.

The resolution must also include instalment due dates and any penalty amounts and dates Council intends to apply.

RECOMMENDATIONS

- 1 That Council receives the report titled ‘Rates Resolution for the Financial Year from 1 July 2022 to 30 June 2023’.**
- 2 That Council sets the rates, due dates for payment and penalties regime for the 2022/23 financial year as follows (All rates and amounts are GST inclusive):**

UNIFORM ANNUAL GENERAL CHARGE (UAGC)

A UAGC of \$589.60 on each separately used or inhabited part of a rating unit in the district.

COMMUNITY BOARD TARGETED RATES

A Community Board Targeted Rate on all land in the West Otago Community Board area of a \$72.20 per separately used or inhabited part of a rating unit.

A Community Board Targeted Rate on all land in the Lawrence/Tuapeka Community Board area of \$129.30 per separately used or inhabited party of a rating unit.

WEST OTAGO HEALTH TRUST TARGETED RATE

A targeted rate of \$76.10 per separately used or inhabited part of a rating unit on all land within the West Otago Health Trust service catchment area (which is the same as the West Otago Community Board area).

DISTRICT ROADING TARGETED RATE

A District Roding Targeted Rate on every rating unit in the district of 0.038830 cents per \$ of capital value.

LOCAL ROADING TARGETED RATES

A Local Roding Targeted Rate as a fixed amount on every rating unit in the district. The rate is set as an amount per separately used or inhabited part of a rating unit and is differentiated based on the location of the rating unit, as set out in the table below.

A Local Roding Targeted Rate as a rate in the dollar of land value differentiated based on location as set out in the table below.

	AMOUNT (\$) PER SUIP	CENTS PER \$ OF LAND VALUE
Balclutha	60.50	0.12538
Clinton	60.50	0.63804
Heriot	60.50	0.14269
Kaitangata	60.50	0.33854
Kaka Point	60.50	0.05943
Lawrence	60.50	0.15158
Milton	60.50	0.07633
Owaka	60.50	0.29103
Papatowai	60.50	0.06327
Pounawea	60.50	0.07043
Stirling	60.50	0.14442
Taieri Mouth	60.50	0.04682
Tapanui	60.50	0.20103
Waihola	60.50	0.02858
Rural	57.50	0.08848

NEW FOOTPATHS TARGETED RATE

A New Footpaths Targeted Rate set as an amount per separately used or inhabited part of a rating unit in each of the following local roading rating areas and differentiated based on the location of the rating unit:

	AMOUNT (\$) PER SUIP
Balclutha	50.30
Clinton	16.10
Kaitangata	19.00
Kaka Point	29.90
Lawrence	14.00
Milton	75.40
Owaka	45.10
Stirling	25.60
Tapanui	11.70

URBAN WATER SUPPLY TARGETED RATE

An Urban Water Supply Targeted Rate set as an amount per SUIP on all land in the following scheme areas, differentiated based on the scheme area and whether a rating unit is connected or serviceable, as set out in the table below.

	AMOUNT (\$) PER SERVICED SUIP	AMOUNT (\$) PER SERVICEABLE SUIP
Balclutha	602.70	301.35
Benhar	602.70	0.00
Clinton	512.30	256.15
Kaitangata	602.70	301.35
Kaka Point	512.30	256.15
Lawrence	602.70	301.35
Milton	602.70	301.35
Owaka	512.30	256.15
Stirling	602.70	301.35
Tapanui	602.70	301.35
Waihola	512.30	256.15

RURAL WATER SCHEMES TARGETED RATE

A Rural Water Scheme Targeted Rate set on all rating units connected to one of the rural water schemes below as an amount per unit of water supplied (being one cubic metre of water per day) and differentiated based on

the scheme, as set out in the table below:

	AMOUNT (\$) PER UNIT SUPPLIED
Balmoral 1	444.70
Balmoral 2	334.00
Clydevale/Pomahaka	293.90
Glenkenich	395.50
Moa Flat	221.90
North Bruce	319.80
Richardson	284.20
South Bruce	169.00
Tuapeka	410.70
Waipahi	277.20
Wangaloa	409.60

SEWERAGE UPGRADE SUPPORT

A District Sewerage Upgrade Support Targeted Rate on every rating unit in the district of 0.001693 cents in the dollar of capital value.

SEWERAGE TARGETED RATE

A Sewerage Targeted Rate set as an amount per separately used or inhabited part of a rating unit (SUIP) on all land in the relevant scheme areas and differentiated based on the scheme serving the rating unit and whether the rating unit is connected or serviceable, as set out in the table below:

	AMOUNT (\$) PER CONNECTED SUIP	AMOUNT (\$) PER SERVICEABLE SUIP
Balclutha (including Benhar)	536.80	268.40
Clinton	536.80	268.40
Heriot	536.80	0.00
Kaitangata	536.80	268.40
Kaka Point	536.80	268.40
Lawrence	536.80	268.40
Milton (including Tokoiti)	536.80	268.40
Owaka (including Pounaweia)	536.80	268.40

Stirling	536.80	268.40
Tapanui	536.80	268.40
Waihola	536.80	268.40

SEWERAGE LOAN RATE

Sewerage Loan Targeted Rate on all rating units in the scheme areas set out in the table below that did not elect to make a lump sum contribution and set as an amount per separately used or inhabited part of a rating unit (SUIP) and differentiated based on the scheme and the location of the rating unit.

	AREA A FIXED CHARGE (\$) PER SERVICED SUIP	AREA B FIXED CHARGE (\$) PER SERVICED SUIP
Benhar	894.00	814.10
Tokoiti	745.10	588.80

STORMWATER TARGETED RATE

A Stormwater Targeted Rate on all rating units in the following areas set as an amount per separately used or inhabited part of a rating unit (SUIP) and differentiated based on the level of service (being full service or limited service)

	AMOUNT (\$) PER FULL SERVICE SUIP	AMOUNT (\$) PER LIMITED SERVICE SUIP
Balclutha	177.90	88.95
Clinton	177.90	88.95
Kaitangata	177.90	88.95
Kaka Point	177.90	88.95
Lawrence	177.90	88.95
Milton	177.90	88.95
Owaka	177.90	88.95
Tapanui	177.90	88.95
Heriot	177.90	88.95
Pounawea	177.90	88.95
Stirling	177.90	88.95
Taieri Mouth	177.90	88.95
Waihola	177.90	88.95

COMMUNITY FACILITIES TARGETED RATE

A Community Facilities Targeted Rate on all rating units in the district set as a fixed amount per SUIP and differentiated based on location, as preset out in the table below.

	AMOUNT PER SUIP (\$)
Bruce	142.90
Catlins	53.20
Clinton	66.60
Lawrence Tuapeka	149.50
Lower Clutha	285.40
West Otago	46.40

SOLID WASTE MANAGEMENT TARGETED RATE

A Waste Management Targeted Rate on all land to which the waste management service is provided and set as a fixed amount of \$206.10 per standard service provided to the rating unit (standard service is one pair of bins per SUIP).

DISTRICT-WIDE FACILITIES TARGETED RATE

A District-wide Facilities Targeted Rate on every rating unit in the district of 0.004733 cents per dollar of capital value.

COMMUNITY PROJECTS TARGETED RATE

A Community Projects Targeted Rate on all rating units in the Bruce community rating area of \$26.00 per separately used or inhabited part of a rating unit.

PLANNING/REGULATORY TARGETED RATE

A Planning/Regulatory Targeted Rate on every rating unit in the district of 0.014118 cents per dollar of capital value.

3 That Council resolves that rates be payable in four equal instalments with the due dates set out below:

- **Friday 26th August 2022**
- **Friday 25th November 2022**
- **Friday 24th February 2023**
- **Friday 26th May 2023.**

4 That Council resolves to apply penalty charges of 10% to so much of any instalment not paid on or before the due date on 31st August 2022, 30th November 2022, 1st March 2023, 31st May 2023 respectively.

5 That Council resolves to apply penalty charges of 10% to all rates and penalties unpaid from previous years as at 1st July 2022. This penalty will be added on 1st July 2022. A further penalty of 10% will be added on 5th January 2023 to any amounts to which a penalty was added on 1 July 2022 if they still remain unpaid.

6 That Council resolves not to collect rates that have been assessed on a rating unit where the amount assessed is under \$10, on the basis that it is uneconomic to do so.

REPORT

1 Background

All local authorities are required to prepare a Long-Term Plan every three years under Section 93 of the Local Government Act 2002 and an Annual Plan for the years between under Section 95 of the Local Government Act 2002. The Funding Impact Statement and Detailed Funding Mechanisms form part of the Long Term Plan and Annual Plan and must comply with Part 1 of Schedule 10 of the Local Government Act 2002, and the Local Government (Rating) Act 2002.

Council has adopted the Annual Plan 2022/23. Council can only set rates for the year once they have adopted the Annual Plan. Rates set must be consistent with the Annual Plan or Long-Term Plan in any given year.

2 Strategic Goals and Outcomes

Annual Plan 2022/23 containing the Funding Impact Statement and Detailed Funding Mechanisms contributes to all Council's strategic goals and outcomes.

3 Assessment of Options

Options have been assessed during the development of the Annual Plan 2022/23, relating to the setting of rates, dues dates and penalties or not setting them.

4 Consultation

Consultation has been completed for the Annual Plan in accordance with relevant legislation.

5 Policy Considerations

The Funding Impact Statement forms part of the Annual Plan 2022/23 which has been prepared on the basis it is consistent with all Council policies.

6 Legal Considerations

The Funding Impact Statement has been prepared in accordance with the Local Government (Rating) Act 2002, and the Local Government Act 2002.

7 References

Clutha District Council Annual Plan 2022/23

Clutha District Council

Item for DECISION

Report	Policy on Election Signs
Meeting Date	23 June 2022
Item Number	3
Prepared By	Melissa Needham – Senior Policy Advisor
File Reference	735080

REPORT SUMMARY

The Policy on Election Signs 2019 (**Attachment B**) has been reviewed and updated in accordance with its 3 yearly review timeframe.

The updated Policy on Election Signs 2022 is included as **Attachment A** of this item and updates to the policy are underlined.

RECOMMENDATIONS

1. That Council receives the ‘Policy on Election Signs’ report.
2. That Council resolves to adopt the Policy on Election Signs 2022 (**Attachment A**), or as amended.

REPORT

1 Background

The Policy on Election Signs was extensively reviewed in 2019. The current policy specifies:

- Signage requirements
- Approved sites
- Safety requirements
- Signs on State Highway

2 Review of Policy

The current review of the policy checked references in the policy to ensure they are current and standardised the language used in the policy. The formatting of the policy was updated and an additional column was added to Table 2 to highlight if approved sites were located on a state highway.

The review of the policy also involved consultation with Waka Kotahi NZ Transport Agency.

3 Clutha District Council Documents

The Policy on Election Signs refers to the Clutha District Plan signage rules. These rules have not changed since the last review of the policy. Election signs are a permitted activity under the District Plan if they meet certain criteria, which are repeated in the policy. These criteria include a maximum signage area of 3m² and maximum height of 2.5 metres [CDC District Plan rule SIGN.2 (vi)]. The maximum signage area is in the policy, but the maximum height is not, so the maximum height from the District Plan of 2.5 metres was added to the policy.

It is expected that the district plan references in the policy will need to be reviewed extensively before the next review of the policy in 2025 due to anticipated planning reforms.

4 Consultation

The policy references the NZ Transport Agency (Signs on State Highways) Bylaw 2010 in relation to signage on state highways. Six out of the seven approved sites for election signs listed in the policy are located on state highways (SH1, SH8 and SH90). For these reasons the current policy was sent to the Coastal Otago Waka Kotahi NZ Transport Agency representative for comment. The representative had no concerns with the policy and confirmed that reference to the NZ Transport Agency (Signs on State Highways) Bylaw 2010 is still relevant.

5 Legal Considerations

The policy still aligns with the rules of the District Plan, and the rules applying to election signs adjacent to and on State Highways by Waka Kotahi NZ Transport Agency.

The relevant Electoral Acts have not changed in relation to election signage since the policy was last reviewed in 2019.

6 Financial Impact

No financial impact.

7 Agenda Attachment

Attachment A Policy on Election Signs 2022

Attachment B Policy on Election Signs 2019

ATTACHMENT A



POLICY ON ELECTION SIGNS		ACTIVITY GROUP:	Regulatory
Policy Type:	Council		
Approved by:	Council		
Department:	Regulatory / Compliance		
Date Approved:	<u>23 June 2022</u>	Next Review Date:	3 years after approval
Relevant Legislation:	Local Electoral Act 2001 Electoral Act 1993 Electoral (Advertisements of a Specified Kind) Regulations 2005 NZ Transport Agency (Signs on State Highways) Bylaw 2010		
Clutha District Council Documents referenced:	Clutha District Council District Plan		

PURPOSE

To set out guidelines relating to signage for electioneering purposes, so that it is not detrimental to motorist safety, and complies with legislative and Waka Kotahi NZ Transport Agency requirements.

SCOPE

This policy applies to all parties engaged in erecting signage for electioneering purposes, either general or local body elections. This policy has been prepared in consultation with Waka Kotahi NZ Transport Agency.

POLICY**1. Signage Requirements**

- 1.1. Signs displayed throughout the district for electioneering purposes should be erected in accordance with the following requirements:
 - a. Are not erected earlier than 2 months before polling day.
 - b. All electioneering signs must be removed by midnight on the night prior to polling.
 - c. All electioneering signs must not exceed 3m² in area or 2.5 metres in height.
 - d. All electioneering signs must have space between any lines of not less than 50mm.
 - e. All electioneering signs are not made of or have affixed to it, any reflective material.
 - f. All electioneering signs must not resemble in shape or colour, and cannot be mistaken for a traffic sign.
 - g. All electioneering signs must not have any moving parts.
- 1.2. Signage for electioneering purposes is classified as a 'permitted activity' under District Plan Rule SIGN.2. (vi).

- 1.3. Election signs must meet minimum requirements for lettering sizes in accordance with RULE SIGN.1 of the District Plan (as outlined in **Table 1** below).

Table 1 Minimum lettering sizes lettering height (mm)*

Speed limit Km/h	Main Message	Property Name	Secondary Message
50	150	100	75
70	200	150	100
80	250	175	125
100	300	200	150

*Extract from District Plan rule SIGN.1

2. Approved sites

- 2.1. Sites approved as being suitable for the erection of election signs without landowner consent are listed in **Table 2**.
- 2.2. Election signs erected on private land require consent of the landowner.
- 2.3. Election signs may not be located on Council road reserve.

Table 2 Approved sites for election signs

Town	Location	State Highway
Balclutha	Tower Reserve, North Balclutha	<u>SH1</u>
	Rosebank Reserve, Corner Clyde and James Streets	<u>SH1</u>
Lawrence	Lions Picnic Reserve, Beaumont Road	<u>SH8</u>
	Lions Picnic Reserve, Harrington Place	<u>SH8</u>
Tapanui	Dorset Street/Station Road intersection Reserve	<u>SH90</u>
Milton	Taylor Park	<u>SH1</u>
	Moore Park	<u>n/a</u>

3. Safety requirements

- 3.1. Electioneering signage must meet the following safety requirements:
- Structures and signs must be structurally safe and not constitute a traffic hazard.
 - All signs must be maintained to the same standard as when they were first erected.
 - All signs must be constructed of suitably durable materials.
- 3.2. The Clutha District Council Chief Executive may authorise the removal of signs in circumstances where they are considered to be unsafe.

4. Signs on State Highway

- 4.1. The provisions of the NZ Transport Agency (Signs on State Highways) Bylaw 2010 apply to election signs and approvals of them must be handled in accordance with that bylaw.

5. Version Control

Version History			
Date:	Action:	Name:	Version:
3- June 2016	Authorised	Council	1
27 June 2019	Updated and authorised	<u>Council</u>	2
<u>23 June 2022</u>	<u>Updated and authorised</u>	<u>Council</u>	<u>3</u>

M-Files ID: 231380
Version: 10

ATTACHMENT B



POLICY ON ELECTION SIGNS		ACTIVITY GROUP:	REGULATORY
Policy Type:	Council		
Approved by:	Council		
Department:	Regulatory / Compliance		
Date Approved:	27 June 2019	Next Review Date:	3 years after approval
Relevant Legislation:	Local Electoral Act 2001; Electoral Act 1993; Electoral (Advertisements of a Specified Kind) Regulations 2005; NZ Transport Agency (Signs on State Highways) Bylaw 2010.		
Clutha District Council Documents referenced:	Clutha District Council District Plan		

PURPOSE

To set out guidelines relating to signage for electioneering purposes, so that it is not detrimental to motorist safety, and complies with legislative and NZ Transport Agency requirements.

SCOPE

This policy applies to all parties engaged in erecting signage for electioneering purposes, either general or local body elections. This policy has been prepared in consultation with the NZ Transport Agency.

POLICY

1. Signage requirements

Signs displayed throughout the district for electioneering purposes should be erected in accordance with the following requirements:

- a. Are not erected earlier than 2 months before polling day.
- b. All electioneering signs must be removed by midnight on the night prior to polling.
- c. All electioneering signs must not exceed 3m² in area.
- d. All electioneering signs must have space between any lines of not less than 50mm.
- e. All electioneering signs are not made of or have affixed to it, any reflective material.
- f. All electioneering signs must not resemble in shape or colour, and cannot be mistaken for a traffic sign.
- g. All electioneering signs must not have any moving parts.

Signage for electioneering purposes is classified as a 'permitted activity' under District Plan Rule SIGN.2. (vi).

M-Files ID: 231380
Version: 10

Election signs must meet minimum requirements for lettering sizes in accordance with RULE SIGN.1 of the District Plan (Table 1).

Table 1. Minimum lettering sizes lettering height (mm). (Extract from District Plan Rule SIGN.1)

Speed limit Km/h	Main Message	Property Name	Secondary Message
50	150	100	75
70	200	150	100
80	250	175	125
100	300	200	150

2. Approved sites

Sites approved as being suitable for the erection of election signs without landowner consent are listed in Table 2.

Election signs erected on private land require consent of the landowner.

Election signs may not be located on Council road reserve.

Table 2. Approved sites for election signs

Balclutha	Tower Reserve, North Balclutha Rosebank Reserve, Corner Clyde and James Streets
Lawrence	Lions Picnic Reserve, Beaumont Road Lions Picnic Reserve, Harrington Place
Tapanui	Dorset Street/Station Road intersection Reserve
Milton	Taylor Park and Moore Park

3. Safety requirements

Electioneering signage must meet the following safety requirements:

- a. Structures and signs must be structurally safe and not constitute a traffic hazard.
- b. All signs must be maintained to the same standard as when they were first erected.
- c. All signs must be constructed of suitably durable materials.

The Clutha District Council Chief Executive may authorise the removal of signs in circumstances where they are considered to be unsafe.

4. Signs on State Highway

The provisions of the NZ Transport Agency (Signs on State Highways) Bylaw 2010 apply to election signs and approvals of them must be handled in accordance with that bylaw.

M-Files ID: 231380

Version: 10

5. Version Control

Version History			
Date:	Action:	Name:	Version:
3- June 2016	Authorised		1
27 June 2019	Updated and Authorised	Mike Goldsmith	2

Clutha District Council

Item for DECISION

Report	Policy on Council Charges, Hire Fees and Rents report.
Meeting Date	23 June 2022
Item Number	4
Prepared By	Lilly Paterson – Corporate Services Administrator
File Reference	738400

REPORT SUMMARY

At the 9 June Corporate & Property meeting, committee made the recommendation to council that the fees reimbursement policy be amended from a 3-month time frame to a 6-month time frame to complete applications from the time the event occurred.

The existing policy was due for review in September 2022. The review date has been updated to June 2024 on the basis that this policy will be looked at as part of the broader suite of funding policies ahead of the 2024 Long Term Plan.

RECOMMENDATIONS

1. That Council receives the 'Policy on Council Charges, Hire Fees and Rents' report.
2. That Council adopts the Policy on Council Charges, Hire Fees and Rents.

REPORT

1 Background

The Policy on Council Reimbursement was created to establish the policy and principles which will form the basis on which Council will provide general grants to assist organisations that provide projects/activities which benefit the residents of communities within the Clutha District.

At the Corporate & Property meeting held 9 June 2022, Committee made the following resolutions:

Moved Councillors Ludemann/Herbert and Resolved:

“That the Corporate & Property Committee recommends to council that the fees reimbursement policy be amended from a 3-month time frame to a 6-month time frame.”

Favour – 9

Against – 3

Motion was carried

Council is now asked to adopt this revised policy, as seen in attachment A of the report.



POLICY ON REIMBURSEMENT OF CHARGES, HIRE FEES, AND RENTS		ACTIVITY GROUP:	ECONOMIC & COMMUNITY DEVELOPMENT
Policy Type:	Council		
Approved by:	Council		
Department:	Community Development		
Date Approved:	23 June 2022	Next Review Date:	23 June 2024
Relevant Legislation:	Local Government Act 2002		
Clutha District Council Documents referenced:	Application for Council reimbursement form		

CONTEXT

To ensure that Clutha District Council, as a territorial authority, complies appropriately with its obligations to rate payers and the public as defined under the Local Government Act 2002.

Council recognises that the hire or rental of Council property needs to be completed in a manner that is consistent with the principles of the legislation and the behaviours expected to prudently manage public property.

Council will generally charge market rates for the hire or rental of Council owned and managed property. Council also charges for a range of permits and licenses, as specified in its Schedule of Fees and Charges.

PURPOSE

The purpose of this policy is to provide eligibility guidelines for the reimbursement of charges, and hire fees or rentals for Council property.

This policy is intended to support eligible organisations by reducing the cost of undertaking projects, and hiring or renting Council property (including, but not limited to the halls and community centres listed in Appendix A).

SCOPE

This policy applies to eligible organisations wishing to undertake projects, or who hire or rent Council property.

The policy provides a Council standard that can only be exceeded in limited / exceptional circumstances and only with the prior approval of the Chief Executive.

The policy does not apply to:

- Reimbursement of liquor licensing fees.

M-Files ID: 738367

Version: 6

- General funding assistance from Council for organisations. Other requests for funding should be made as a submission to the Long Term Plan / Annual Plan.
- Reimbursement of costs for regular (e.g. weekly or monthly) use of property.
- Fees and charges that must be passed on to another agency e.g. BRANZ.

DEFINITIONS

Non-profit organisation is defined as a group organised for purposes other than generating profit and in which no part of the organisation's income is distributed to its members, directors, or officers.

POLICY

1. Council will consider applications for assistance from within the Clutha District, providing the following criteria are met:
 - a. The application is made by an organisation (not an individual or individuals).
 - b. The organisation making the application is a non-profit organisation.
 - c. The organisation provides a service to, or is undertaking a project that benefits residents of Clutha District.
2. Assistance from Council may include:
 - a. Reimbursement of fees and charges for one-off projects (i.e. not more than once in a financial year).
 - b. Reimbursement of hire charges for community centres and halls, including events which may last several days (e.g. a theatrical production).
 - c. Reimbursement of rent for periodic or fixed-term tenancies of Council property.
3. The reimbursement of rent shall be payable at 75% of the market rent.
4. The level of assistance to any organisation shall be limited to a maximum of \$2,000 in any given financial year.
5. Council will only consider applications made on the [application form](#).
6. Council will only consider applications which are received within **six** months of the activity.

DELEGATIONS

7. Applications for reimbursement of charges, hire fees and rentals are to be authorised by the Corporate Services Administrator.
8. Applications for reimbursement should be referred to the Mayor or the Corporate Services Committee in instances where it is unclear whether the application meets the policy criteria listed above, especially if granting it would set a precedent.

APPENDIX A: LIST OF HALLS AND COMMUNITY CENTRES

Council Owned Halls / Community Centres	Other Halls / Community Centres
Balclutha Memorial Hall	Beaumont Hall
Clutha Valley Community Centre	Clinton Community Centre
Hillend Hall	Crookston Community Centre
Kaka Point Hall	Dunrobin Hall
Lovells Flat Hall	Heriot & Districts Community Centre
Moneymore Community Centre	Kaitangata Community Centre
Owaka Memorial Community Centre	Leitch Memorial Hall
Paretai Hall	Milton Coronation Hall
Waiholā Hall	Matau Hall
Waipahi Hall	Popotunoa Hall
Waitahuna Hall	Pukeawa Hall
Waiwera South Hall	Purekiriki Hall
	Romahapa Community Hall
	Simpson Park Hall
	Stirling Athenaeum
	Tahakopa Hall
	Toko Mouth Hall
	Tuapeka Mouth Coronation Hall
	Tuapeka West Hall
	Waikoikoi Public Hall
	Waitapeka/Puerua Public Hall
	Warepa Hall
	West Otago Community Centre

Clutha District Council

Item for DECISION

Report	Review of Policy on Rates Remission
Meeting Date	23 June 2022
Item Number	5
Prepared By	Larissa Brown – Strategic Planning Manager Sharon Jenkinson – Finance Manager
File Reference	735048

REPORT SUMMARY

This report outlines the expansion of the Policy on Rates Remission to include a new section on the remission of Separately Used or Inhabited Parts of a Rating Unit (SUIP) rates.

The changes to the policy were consulted on in conjunction with a change to the definition of SUIP in the Annual Plan in April 2022.

Council approved the updates to the Policy on Rates Remission 2022 at the Council Meeting on 19 May 2022.

A final Policy on Rates Remission 2022 is included in this item for Councils approval (**Attachment A**). The additional section on the remission of SUIP rates is section 5 of the attached policy.

RECOMMENDATIONS

- 1 That Council receives the ‘Policy on the Remission Rates Update’ report.**
- 2 That the Council approves the Policy on the Remission Rates 2022 (Attachment A); or as amended.**

REPORT

1 Background

A matter highlighted for Council consideration alongside the 2022/23 Annual Plan update was on the use of SUIPs in our rating system. These concerns were primarily raised in instances where a residence and a non-residential/commercial activity are co-located at the same property i.e., home-based businesses.

Possible changes and improvements for SUIPs were explored with elected members during annual plan workshops on 13 October 2021 and 17 February 2022. Principles were discussed and direction given on the types of properties, in principle, that SUIPs apply to. The overarching principle was costs should lie where they fall, and that the level of rates links with levels of service.

From these workshops Council proposed to expand the Policy on Rates Remission to include a section on the remission of SUIP rates if certain criteria are met e.g., a residential property co-located with a commercial activity (home-based business).

The proposed additional section in the Policy on Rates Remission was advertised in conjunction with the revised SUIP definition in the Annual Plan in April/May 2022. Consultation on the update to this policy is further outlined in the consultation section of this item.

2 Strategic Goals and Outcomes

The expansion of the Policy on the Remission of Rates to include a section on the remission of SUIP rates in certain circumstances meets a fairness concern raised during the Annual Plan process on the amount of rates people may be paying overall in home-based business situations. The addition of the SUIP section to the policy aims to create alignment between rating levels and the level of service properties use.

3 Assessment of Options

The options for this policy update were outlined during consultation in the statement of proposal as maintaining the status quo and making no changes to the current policy or amending the policy to include a section on the remission of SUIP rates.

After considering the submissions received, Council approved the updates to the Policy on Rates Remission 2022 at the Council Meeting on 19 May 2022.

4 Consultation

According to section 102 of the Local Government Act a local authority may amend their rates remission policy at any time after consulting on the proposed amendment in a manner that gives effect to the consultation requirements of section 82

The addition of a section on the remission of SUIP rates in the policy was advertised by way of special consultative procedure in conjunction with advertising of the updated SUIP definition in the Annual Plan inviting written and verbal submissions from 21 March to 21 April 2022.

A total of 5 written submissions were received, which included two verbal submitters on 27 March 2022. Two of the submissions received concerned the proposed update to the Policy on the Remission of Rates, one in support of the changes and one supporting the policy remain unchanged (maintain status quo).

Council approved the updates to the Policy on Rates Remission 2022 without amendment at the 19 May 2022 Council meeting.

5 Policy and Legal Considerations

The update to the Policy on Rates Remission is undertaken while recognising that an overall review of Council's rating policies will be undertaken before 1 July 2024 to ensure all rating and financial policies align with the new requirements introduced into the Local Government Act 2002 and the Local Government (Rating) Act 2002 by the Local Government (Rating of Whenua Māori) Amendment Act 2021.

As part of this overall review the Policy on the Remission and Postponement of Rates on Māori Freehold Land has already been reviewed, and a final policy is included as an item in this agenda. The other rating policies that require review, principally to ensure they support the principles set out in the Preamble to Te Ture Whenua Māori Act 1993 include:

- Policy on Rates Postponement 2020
- Policy on Rates Remission 2022
- Policy on Short Term Rates Deferral 2020
- Revenue and Financing Policy 2021
- Policy on Development Contributions (this will be a new policy, replacing the current Financial Contributions Policy 2021).

The review of these rating policies to ensure they support the principles set out in the Preamble to Te Ture Whenua Māori Act 1993 must be undertaken by 1 July 2024.

Legal advice for the proposed update to the Policy on Remission of Rates was provided by Simpson Grierson and was incorporated into the amendments prior to consultation.

Note that staff guidance notes have also been developed as part of this update. These fall within the Chief Executive's delegation to oversee and will also be made publicly available on the Council website. These guidance notes will incorporate the updates approved by Council at their 19 May meeting.

6 Financial Impact

The inclusion of the new section in the Policy on Rates Remission on the remission of SUIP rates will ensure ratepayers operating home-based business are not charged SUIP rates for services they do not use.

7 Agenda Attachments

Attachment A Policy on the Remission and Postponement of Rates 2022

ATTACHMENT A



POLICY ON RATES REMISSION		ACTIVITY GROUP:	Corporate Services
Policy Type:	Council		
Approved by:	Council		
Department:	Corporates Services		
Date Approved:	23 June 2022	Next Review Date:	Before 1 July 2024
Relevant Legislation:	Local Government (Rating) Act 2002, section 85 Local Government Act 2002, section 109		
Clutha District Council Documents referenced:	Long Term Plan 2018		

PURPOSE

This policy provides the framework for granting remission of rates and rate penalties under the Local Government (Rating) Act 2002 (the Act).

SCOPE

This policy can apply to any ratepayers in the Clutha District who meet the conditions and criteria.

POLICY**1. REMISSION OF RATES FOR COMMUNITY, SPORTING AND OTHER ORGANISATIONS*****Objective***

- 1.1. To assist where practicable, community clubs and organisations in recognition of the valuable 'public good' contribution made by such organisations to the character and well-being of the district.

Conditions and criteria

- 1.2. Council may remit rates for any organisation (for land the organisation owns or uses), for the purpose of any of the following:
- Recreation
 - Health
 - Enjoyment/leisure
 - Instruction

- Sport/physical activity
- Any form of culture

1.3. Consideration for remission includes land owned or leased to an organisation where, under the rent or lease agreement, there is an obligation to pay the rates assessed on the land.

1.4. The policy will not apply to organisations that are operated for private pecuniary profit.

Procedures

1.5. All applications for remission must be in writing and addressed to the Chief Executive. Applications must include (where applicable):

- Statements of objectives of the organisation e.g., constitution.
- Financial statements e.g., recent audited accounts.
- Lease agreement (if applicable).

1.6. Any remission of rates will exclude rates in respect to water supply, sewage disposal or waste collection.

1.7. A remission of 100% will be applied under delegated authority. Where the applicant's financial information suggests that 100% may not apply the application will be referred to the Corporate Services Committee. For example, the applicant's information demonstrates they have sufficient cash reserves for current and future needs.

1.8. A granted remission will apply from the beginning of the rating year in which the remission is granted and continue until such time that an organisation or club no longer meets the criteria.

2. REMISSION OF RATES FOR LAND SUBJECT TO SPECIAL PRESERVATION CONDITIONS

Objective

2.1. To preserve and encourage the protection of land and improvements which are the subject of special preservation conditions.

Conditions and criteria

2.2. Rate remission under this provision of the policy relates to land that is owned or used by and subject to one of the following:

- A heritage covenant under the Historic Places Act.
- A heritage order under the Resource Management Act.
- An open space covenant under the Queen Elizabeth the Second National Trust Act.
- A protected private land agreement or conservation covenant under the Reserves Act.
- Any other covenant or agreement entered into by the owner of the land with the public body for the preservation of existing features of land, or of buildings, where the conditions of the covenant or agreement are registered against the title to the land and are binding on subsequent owners of land.

Procedures

2.3. An application for remission will be considered by the Corporate & Property Committee and must be made in writing and accompanied with supporting documentary evidence of the special preservation conditions.

- 2.4. The application for rates remission must be made prior to commencement of the rating year, i.e., 1 July. Applications received and approved during the rating year will become applicable from the commencement of the following rating year.
- 2.5. The maximum available remission is up to 100% of rates but excludes rates in respect to water supply, sewage disposal or waste collection.

3. REMISSION OF RATES FOR NATURAL DISASTERS AND EMERGENCIES

Objective

- 3.1. To provide for the possibility of rates remission where a form of natural or other type of disaster or emergency affects one or more residential rating units capacity to be inhabited, used or otherwise occupied for the period of a rating year, or more.

Conditions and criteria

- 3.2. The Council may consider voiding the need for an application and grant remission for any rating unit or group of rating units collectively affected by a natural disaster or emergency.
- 3.3. Each application will be considered on its merits and remission up to 100% may be granted where it is considered just and equitable to do so.
- 3.4. Applications may be declined if there is evidence to suggest the applicant's actions or inactions contributed to the circumstances under which the application is being made.
- 3.5. Applications for rates remission under this policy will be considered by a full meeting of Council.

Procedures

- 3.6. The Council may, on written application from the ratepayer of rating units affected by a natural disaster or emergency, remit up to 100% of annual rates levied.
- 3.7. Where an application is approved by Council, the rating unit concerned will become non-rateable for the specific rating year.

4. REMISSION OF UNIFORM ANNUAL GENERAL CHARGES

Objective

- 4.1. To provide for relief from Uniform General Charges when:
 - Two or more rating units are owned by the same person or persons; and
 - Are part of a subdivision plan which has been deposited for separate lots, or separate legal titles exists but the rating units may not necessarily be used jointly as a single unit; and
 - Each rating unit does not benefit separately from the services related to the Uniform Annual General Charge.

Conditions and criteria

- 4.2. Remission of Uniform Annual General charges applies in the following situation:
 - As a result of the High Court decision of the 20 November 2000 "Neil Construction and others vs. North Shore City Council and others", in respect to unsold subdivided land, each separate lot or title is treated as a separate rating unit and such land is implied not to be used as a single unit.

- Rating units that meet the criteria under this provision may qualify for a remission of uniform annual general charges. The ratepayer will remain liable for at least one uniform annual general charge. Each case for remission will be decided on its own facts. A granted remission will remain in force whilst all land remains contiguous.

Procedures

- 4.3. Ratepayers who consider themselves eligible for remission under this part of the policy may make application in writing to the Corporate Services Manager and will be considered by the Corporate Services Committee. All applications will be considered and where eligible remission will be backdated to the beginning of the rating year in which the application has been received.

5. REMISSION OF SUIP RATES

Objective

- 5.1. To provide a 50% remission of certain rates that are calculated per separately used or inhabited part of a rating unit (SUIP) after the first in situations where the property has mixed uses, is owner occupied and the owner resides on the property.

Remission period

- 5.2. Up to 3 years – subject to change of circumstances.

Remission value

- 5.3. 50% of the below rates (after the first).
- 5.4. The remission is only available in respect of the second (and subsequent) charge (i.e., there is no remission in respect of the first charge).
- 5.5. The rates eligible for the remission are:
- Uniform annual general charge
 - Water supply targeted rate
 - Wastewater targeted rate

Conditions and criteria

- 5.6. The ratepayer must reside at the rating unit.
- 5.7. The ratepayer must operate a business or other non-residential undertaking from a separate part of the rating unit (such part amounting to a separately used or inhabited part of the rating unit).
- 5.8. For the purposes of the uniform annual general charge, every charge above one is eligible for a 50% remission.
- 5.9. For the purposes of the water and wastewater targeted rates, every charge above one (of each of these targeted rates) is eligible for a 50% remission.
- 5.10. Applications must be made in writing to the Chief Executive.

6. REMISSION OF PENALTIES

Objective

- 6.1. The objective of this part of the policy is to enable the Council to act fairly and reasonably in its consideration of rates which have not been received by the Council by the penalty date due to circumstances outside the ratepayer's control; or in order to ensure the settlement of outstanding rates, provided that the ratepayer has made an arrangement to pay over an extended period. It is also to enable the reduction or waiver of penalties on rates for ratepayers in temporary financial difficulty or hardship due to reduced income.

Conditions and criteria

- 6.2. Automatic remission of the penalties will apply to those ratepayers that have an agreed and sufficient (to cover current rates and arrears) automatic payment or direct debit plan in place.
- 6.3. Remission of one penalty will be considered in any one year when payment has been late due to significant family disruption. This will apply in the case of death, illness or accident of a family member at about the time rates are due.
- 6.4. Remission of the penalty will be considered if the ratepayer forgets to make payment and claims the invoice was not received or is able to provide evidence that the payment has gone astray in the post or the late payment has otherwise resulted from matters outside their control.
- 6.5. The Council may remit small balances due to cash rounding.
- 6.6. Other conditions for remission may exist and will be considered on their own merit.
- 6.7. Each application for remission will be considered on its own merits and remission will be granted when it is just and equitable to do so.
- 6.8. When significant arrears exist penalties may be remitted whilst regular payments are made to reduce the arrears balance.
- 6.9. If an arrangement to pay rates and/or clear outstanding rates is not adhered to, the Council can apply penalties from when the arrangement is breached (noting that remissions cannot be reversed).
- 6.10. Rating units that meet the criteria under this provision may qualify for a remission of uniform annual general charges. The ratepayer will remain liable for at least one uniform annual general charge. Each case for remission will be decided on its own facts. A granted remission will remain in force whilst all land remains contiguous.
- 6.11. To support the ratepayer's hardship claim the application must include evidence from their bank, accountant or registered budget advisor demonstrating reduced revenue from commercial/industrial properties, or reduced income from residential properties.
- 6.12. Ratepayer's consent to contact their bank, accountant or registered budget advisor is also required as part of the application. Penalties will be waived if the Council is satisfied that the ratepayer was in financial hardship and the ratepayer can immediately pay all outstanding rates or agree to a payment plan for outstanding rates and those due within the next six months via direct debit.
- 6.13. Decisions on remission of penalties will be delegated to officers, as set out in the Council's Delegations Manual.

Review of remissions

- 6.14. All remissions granted will be reviewed every three years, or if new information is provided, whichever is earlier. This is to ensure that the circumstances under which the remissions were granted continue to exist.

7. Version Control

Version History			
Date:	Action:	Name:	Version:
2018	Policy on Rates Remission adopted (as part of the Long Term Plan)	Council	1
25 June 2020	Update to the Remission of Penalties section of the existing policy.	Council	2
23 June 2022	Addition of the Remission of SUIP Rates section to the policy.	Council	3
1 July 2022	The Remission of SUIP Rates section of the policy (section 5) takes effect.	-	-

Clutha District Council

Item for DECISION

Report	Policy on the Remission and Postponement of Rates on Māori Freehold Land
Meeting Date	23 June 2022
Item Number	6
Prepared By	Melissa Needham – Senior Policy Advisor (GHC)
File Reference	735598

REPORT SUMMARY

The Local Government (Rating of Whenua Māori) Amendment Act 2021 brought about a number of changes to the way local authorities rate Māori freehold land. Council must have a policy on the remission and postponement of Māori freehold land (s102 LGA 2002). All local authorities must review their policies, due to the Amendment Act, by July 2022.

During the review of Council's current policy, it was found that the total amount of Māori freehold land in the Clutha District is low. The review found that in practice Council had also already been doing many of the things the Amendment Act now requires, like writing off unrecoverable rates arrears on Māori freehold land and providing rates remissions for unused Māori freehold land.

Iwi were contacted early in the review process. Preliminary comments from Hokonui Rūnanga and Te Rūnanga o Ōtākou were incorporated into the drafting of the policy. The aim of the draft policy was to align it with the intent of the preamble to Te Ture Whenua Māori Act 1993.

The draft policy was advertised for submissions from 24 March to 21 April 2022. Two submissions were received during this period and a further submission was received after the advertising period. A summary of the submissions received can be found in the consultation section of this item (section 6). The submissions are also included as **Attachment B**.

A final Policy on Remission and Postponement of Rates on Māori Freehold Land with amendments as requested by submissions is contained in **Attachment A**.

RECOMMENDATIONS

- 1 That Council receives the ‘Policy on the Remission and Postponement of Rates on Māori Freehold Land’ report.
- 2 That the Council approves the final Policy on the Remission and Postponement of Rates on Māori Freehold Land 2022 (Attachment A); or as amended.

REPORT

1 Background

The Local Government (Rating of Whenua Māori) Amendment Act 2021 has required councils to change the way they rate Māori Freehold land and to review a number of rating policies. This item summarises the review and consultation undertaken on Council’s Policy on the Remission and Postponement of Rates for Māori Freehold Land 2018. This policy is required by the Act to be reviewed by 1 July 2022.

Before redrafting Council’s existing policy, iwi were contacted and asked what they would like to see in the revised policy. Discussions and feedback received from Hokonui Rūnanga and Te Rūnanga o Ōtākou were incorporated into the drafting of the policy.

The draft policy was approved for consultation by Council at the Regulatory and Policy Committee meeting on 17 March 2022.

This item outlines the consultation process for the draft policy, summarises the submissions received and presents a final policy for Council’s approval.

2 Legislation

The Local Government (Rating of Whenua Māori) Amendment Act 2021 (the Amendment Act) amended several existing Acts with the purpose of better meeting the expectations about the relationship between Māori and the Crown and to make it easier for whānau to use, develop and live on their land.

The Amendment Act primarily amends the Local Government (Rating) Act 2002, with subsequent changes to a number of other Acts.

In relation to the financial policies required to be developed under the Local Government Act 2002 a local authority must adopt “*in order to provide predictability and certainty about sources and levels of funding*” [s102(2)(e)] a policy on the remission and postponement of rates on Māori freehold land.

The amendments to the Local Government Act 2002 by the Amendment Act now mean that policies on the remission and postponement of rates on Māori freehold land must support the principles set out in the preamble to Te Ture Whenua Māori Act 1993.

When adopting or amending a policy on the remission and postponement of rates on Māori freehold land a local authority must consult in a manner that gives effect to the consultation requirements under section 82 of the Act.

Section 108 of the Local Government Act 2002 sets out the requirements for a policy on the remission and postponement of rates on Māori freehold land. In determining a policy under section 102(1), the local authority must consider the matters set out in Schedule 11.

3 Existing Policy

Council's existing Policy on Remission and Postponement of Rates on Māori Freehold Land 2018 was reviewed and required a shift in its focus to align with the preamble to Te Ture Whenua Māori Act 1993. The general criteria and objectives of the existing policy still fit within the legislative framework.

The existing policy provides for remission of rates but does not provide for postponement of rates on Māori freehold land. Council has a Policy on Postponement of Rates 2020 that applies to landowners (general land and Māori freehold land) experiencing significant financial hardship. To align with the policy with the preamble to the Te Ture Whenua Māori Act 1993 the draft policy maintained no postponement of rates for Māori freehold land to avoid rate debt burden for Māori freehold landowners.

4 Strategic Goals and Outcomes

The review of the policy in line with the preamble to Te Ture Whenua Māori Act 1993 will support the following Council strategic key priority areas in relation to encouraging development of Māori land:

- Support Culture and Heritage – supporting development and/or protection of land that may have cultural or heritage significance.
- Enough Quality Housing – encourage development of unused Māori freehold land with rate arrears write-offs and rate remission incentives while developing.
- Jobs are Filled – if more development and housing is provided.

5 Policy Considerations

Reviewing this policy has implications for the other rating and financial policies Council has. These are all also scheduled to be reviewed as follows:

- Revenue and Financing Policy 2018 (Due 1 July 2024).
- Development (Financial) Contributions Policy 2018 (due after 1 July 2021).
- The Policy on Rates Postponement 2020, Policy on Rates Remission 2020 and Policy on Short Term Rates Deferral 2020 (The next review conducted after 1 July 2021 or by 1 July 2024 (whichever is the earliest).

The Policy on Rates Remission 2020 is also concurrently being reviewed by the Council concerning SUIP's (separately used or inhabited part of a rating unit) in conjunction with the annual plan process.

6 Consultation

Iwi were contacted early in the consultation process, prior to the policy being re-drafted and were asked what they would like Council to address in the policy. Hokonui Rūnanga provided insightful comments that informed the drafting of the policy but stressed the importance of landowner involvement. Te Rūnanga o Ōtākou noted that they do not own any land in the Clutha District Council area but strongly supported rates remissions.

Following initial involvement from iwi a policy was drafted and sent to all freehold Māori landowners, iwi groups (Te Rūnanga o Ōtākou, Te Ao Marama, Aukaha and Hokonui Rūnanga), posted on Council's website and was advertised in the Clutha Leader inviting written or verbal submissions from 24 March to 21 April 2022.

Two submissions were received during the advertising period and a further submission was received late on 5 May 2022. One of the initial submissions requested to speak to their submission, however, did not attend the Council meeting. No response was received from this submitter, and we believe the request may have been an online submission error. The late submission also requested that they be heard in relation to their submission, however, this request was received after the verbal submission hearing date and the submitter was aware that they had missed the meeting prior to lodging their submission.

The three submissions are summarised in **Table 1**. In summary the submissions on the draft policy:

- Fully or partially support the draft Policy on the Remission and Postponement of Rates on Māori Freehold Land.
- One submission requested the use of macrons in the policy is revised. No other changes to the policy were requested by submitters.
- One submission raised general concerns about Council undertaking its duties under the Act in relation to Māori freehold land. These concerns have been responded to separately by the Council's Finance Manager and the policy team but do not relate to the content of the policy directly.

Table 1 Summary of Submissions

Date	Submitter	Stance	Main points of submission	Changes to policy, comments
20.04.22	Williamson, Rona	Support	<p>Fully support policy as it provides a fair opportunity for Māori to help them in the retention and development of their land.</p> <p>Council should do all it can to facilitate the use of land in Kaka Point.</p> <p>Would like Council to do more to assist those going through the proper channels to develop land (personally experiencing lengthy delays).</p> <p>A full rates demand carries an unfair burden on land with no income or Council services. Accept and agree if Māori land uses Council services, they should pay for these (water/ sewerage/ rubbish collection).</p>	No changes.
21.04.22	Dunn, Marie on behalf of the landowners of Te Makāti Whānau Trust of Tautuku Block 10, Section 3a	Support	<p>Support policy as rates remission would benefit owners by facilitating occupation, development, and utilisation of our land.</p> <p>Remaining kaumatua all intend to move on to our land, rates remission would greatly assist them. Wish to continue pest control on our land (bush/coastal scrub/tussock), rates remission will be critical in this development and assist to re-establish an income from our land.</p> <p>Spelling of kupu Māori as written in the draft policy be corrected, where tohūtō have been omitted from the words whānau, hapū, and wāhi tapu</p>	Insert tohūtō (macrons) where they have been omitted from the words whānau, hapū, and wāhi tapu.
05.05.22	Te Ao Marama on behalf of Ngāi Tahu ki Murihiku	Partial support, concerns raised	<p>Support the objectives for the policy particularly that it supports Māori landowners to have remission on their rates into the future.</p> <p>Encourages council to make the process as robust and straightforward for Māori landowners.</p> <p>Concerned how the draft policy covers a number of aspects from the Act (writing off rates arrears, splitting rates within a block, multiple blocks treated as a single rating unit, types of Māori freehold land no-longer eligible for rates be listed in the policy, and confirmation that rates arrears will be waived and that a clear decision-making framework be included for determining rare instances where only a portion of rates arrears are to be written off).</p> <p>Decision sought</p> <ul style="list-style-type: none"> • That council ensures all Māori landowners have been consulted with and engaged on for this policy and are aware of any changes. • That council includes all aspects of the Act within their policy. • That council organises kanohi ki te kanohi (face to face) hui with Māori landowners to discuss any proposed changes made in respect to their land within the district. 	<p>No changes to the Policy.</p> <p>Concerns raised relate to matters in the Act rather than points in the Policy. Where applicable, these areas have been listed as 'notes' in the Policy.</p> <p>All landowners that Council has contact details for were directly sent the draft policy and invited to submit on it. Face to face hui was initially offered with iwi prior to drafting the policy. None of the landowners that responded to Council have requested face to face hui on the policy.</p>

7 Changes to the policy

In consideration of the submissions received the following changes have been made to the policy:

- The use of tohutō (macrons) in the words whānau, hapū, and wāhi tapu has been updated as requested.
- Notes on the Act are maintained at the end of the policy.

Further hui on the policy is not recommended at this time as the policy must be put in place before 1 July 2022 to meet the requirements of the Act and to be in place for the next rating year. The consultation process undertaken to develop the policy is considered to be robust.

8 Financial Impact

Possible financial impacts caused by the review of this policy are limited to:

- Reduction in rates income through remissions granted on the Māori freehold land that is still deemed rateable. This equates to 9 parcels of land in the district in 2021 with a total rates amount of \$15,812.55. It is unlikely this total amount will be remitted every year. In 2021 \$3,045.46 was remitted from these rateable parcels.
- Increased rates take if some of the currently non-rateable parcels of Māori freehold land are developed, or portions of them are developed in the future. It is unclear how many parcels could support future development, however, there are currently 35 unrateable parcels of Māori freehold land in the district.

The financial impact of possible rates remissions granted on rateable Māori freehold land in the district is very minor when considering the overall rate take of the district of approximately \$27 million and the legislative direction to align rating policy more closely with the preamble in Te Ture Whenua Māori Act 1993.

9 Agenda Attachments

Attachment A	Policy on Remission and Postponement of Rates for Māori Freehold Land 2022
Attachment B	Submissions on the Policy on Remission and Postponement of Rates for Māori Freehold Land 2022

ATTACHMENT A



POLICY ON THE REMISSION AND POSTPONEMENT OF RATES ON MĀORI FREEHOLD LAND		ACTIVITY GROUP:	CE Department
Policy Type:	Council		
Approved by:	Council		
Department:	Corporate Services		
Date Approved:	23 June 2022	Next Review Date:	23 June 2028
Relevant Legislation:	Local Government Act 2002 Local Government (Rating) Act 2002 Local Government (Rating of Whenua Māori) Amendment Act 2021 Te Ture Whenua Māori Act 1993		
Clutha District Council Documents referenced:	Policy on Rates Postponement		

PURPOSE

This policy allows for rates remissions on Māori freehold land.

This policy promotes the retention of Māori freehold land in the hands of its owners, their whānau and their hapū.

This policy aims to reduce the barriers for owners of Māori freehold land who want to occupy, develop and utilise their whenua for the benefit of its owners, their whānau and their hapū.

SCOPE

This policy applies to all rateable Māori freehold land in the Clutha District.

DEFINITIONS

Council	Clutha District Council the organisation (not its elected members).
Māori freehold land	Land whose beneficial ownership has been determined by the Māori Land Court by freehold order (as per s5 Local Government (Rating) Act 2002)
Rates postponement	Rates for which the requirement to pay is delayed.
Remitted rates	Rates for which the requirement to pay is cancelled.

POLICY

1. Remission of rates

- 1.1. This policy provides for the remission of rates on Māori freehold land that meet the conditions and criteria set out in **section 3**.
- 1.2. Council encourages and will support applications for remission of rates on Māori freehold land where the landowner(s) or another person is developing the land or intends to develop the land in accordance with the conditions and criteria set out in **section 3**.

2. Objectives for the remission of rates

- 2.1. To provide rates remissions on Māori freehold land to assist landowners to achieve the implementation of the following objectives:
 - a) To promote the retention of Māori freehold land in the hands of its owners, their whānau, and their hapū, and to protect wāhi tapu.
 - b) To facilitate the occupation, development, and utilisation of Māori freehold land for the benefit of its owners, their whānau, and their hapū.

3. Conditions and criteria for the remission of rates

- 3.1. Applications for the remission of rates on Māori freehold land must be made in writing to the Council and should include:
 - a) The amount of rates requested to be written off.
 - b) The reason for the request.
 - c) Council's valuation reference for the parcel(s) of land.
 - d) A description of the land and its current use.
 - e) An indication of the ownership and documentation that shows the land is Māori freehold land (if Council does not already possess this information).
 - f) Future plans for the land (if any).
 - g) Sources of and level of income generated by the land (if any).
 - h) How the application meets one or both of the objectives listed in **section 2**.
- 3.2. Council may grant a remission of up to 100% of all rates (including penalties for unpaid rates) except for targeted rates for water supply, sewage disposal or refuse collection.
- 3.3. Council will consider how the application aligns with the objectives listed in **section 2** of this policy and the matters set out in Schedule 11 of the Local Government Act 2002 (**see notes**) when making decisions on the remission of rates on Māori freehold land.
- 3.4. Council will consider the matters listed in section 114A of the Local Government (Rating) Act 2002 (**see notes**) when considering applications for rates remissions on Māori freehold land that is under development or is intended to be developed.
- 3.5. Council will remit rates (and penalties if applicable) for the year applied for and for up to 5 years in the case of development of land. If a remission of rates application is applied for annually for the same parcel of land, only additional information Council does not have from previous applications will need to be provided, however, application is still required to be made in writing annually, except in the case of development applications where a longer

remission term (of up to 5 years) has been requested by the applicant and granted by the Council.

4. Postponement of rates

- 4.1. This policy does not provide for the postponement of rates specifically for Māori freehold land.
- 4.2. Council has a policy on the postponement of rates (Policy on Rates Postponement) applicable to all land in the Clutha District for when landowners are experiencing significant financial hardship.
- 4.3. The Policy on the Postponement of Rates can be used for Māori freehold land when owners are experiencing significant financial hardship, however, to better align this policy with the preamble to the Te Ture Whenua Māori Act 1993 landowners are encouraged to apply for a remission of rates rather than a postponement of rates so:
- Rate debt burden is avoided for Māori freehold landowners.
 - Future development and utilisation of Māori freehold land is not discouraged in any way by historical rates arrears.
 - Māori freehold land remains in the hands of its owners.

5. Version control

Version History			
Date:	Action:	Name:	Version:
2018	Policy on Remission and Postponement of Rates for Māori Freehold Land created as part of 2018/28 LTP.	-	1
17 March 2022	Draft Policy on Remission and Postponement of Rates for Māori Freehold Land (incorporating updates from the Local Government (Rating of Whenua Māori) Amendment Act 2021).	Melissa Needham	2a
23 June 2022	Policy on Remission and Postponement of Rates for Māori Freehold Land 2022 adopted (incorporating updates from the Local Government (Rating of Whenua Māori) Amendment Act 2021).	Council	2

NOTES NOT FORMING PART OF THE POLICY

Local Government Act 2002

Schedule 1 – Part 1 – Land Fully Non-Rateable

- Land that is subject to a Ngā Whenua Rāhui kawenata.
- Land that is used as a Māori burial ground.
- Māori customary land.
- Land that is used for the purposes of a marae, excluding any land used—
 - a. primarily for commercial or agricultural activity; or
 - b. as residential accommodation.
- Land that is set apart under section 338 of Te Ture Whenua Māori Act 1993 or any corresponding former provision of that Act and used for the purposes of a meeting place, excluding any land used (refer to a. and b. above).
- Māori freehold land on which a meeting house is erected, excluding any land used (refer to a. and b. above).
- Land that is a Māori reservation held for the common use and benefit of the people of New Zealand under section 340 of Te Ture Whenua Māori Act 1993.
- Māori freehold land that is, for the time being, non-rateable by virtue of an Order in Council made under section 116 of this Act, to the extent specified in the order.
 - An unused rating unit of Māori freehold land.

Local Government Act 2002

Schedule 11

1. The matters that the local authority must consider under section 108(4) are—
 - (a) the desirability and importance within the district of each of the objectives in clause 2; and
 - (b) whether, and to what extent, the attainment of any of those objectives could be prejudicially affected if there is no remission of rates or postponement of the requirement to pay rates on Māori freehold land; and
 - (c) whether, and to what extent, the attainment of those objectives is likely to be facilitated by the remission of rates or postponement of the requirement to pay rates on Māori freehold land; and
 - (d) the extent to which different criteria and conditions for rates relief may contribute to different objectives.
2. The objectives referred to in clause 1 are—
 - (a) supporting the use of the land by the owners for traditional purposes:

- (b) recognising and supporting the relationship of Māori and their culture and traditions with their ancestral lands:
- (c) avoiding further alienation of Māori freehold land:
- (d) facilitating any wish of the owners to develop the land for economic use:
- (e) recognising and taking account of the presence of wāhi tapu that may affect the use of the land for other purposes:
- (f) recognising and taking account of the importance of the land in providing economic and infrastructure support for marae and associated papakainga housing (whether on the land or elsewhere):
- (g) recognising and taking account of the importance of the land for community goals relating to—
 - (i.) the preservation of the natural character of the coastal environment:
 - (ii.) the protection of outstanding natural features:
 - (iii.) the protection of significant indigenous vegetation and significant habitats of indigenous fauna:
- (h) recognising the level of community services provided to the land and its occupiers:
- (i) recognising matters related to the physical accessibility of the land.

Local Government (Rating) Act 2002

Power of chief executive to write off rates

- Section 90A – Chief executive may write off rates that cannot be recovered.
- Section 90B – Chief executive may write off rates of deceased owners of Māori freehold land.
- 90C – Chief executive may delegate power to write off rates.
- 90D – Amount of rates written off to be included in notes to financial statements.

Local Government (Rating) Act 2002

Section 114A – Remission of rates for Māori freehold land under development

1. The purpose of this section is to facilitate the occupation, development, and utilisation of Māori freehold land for the benefit of its owners.
2. A local authority must consider an application by a ratepayer for a remission of rates on Māori freehold land if—
 - (a) the ratepayer has applied in writing for a remission on the land; and

- (b) the ratepayer or another person is developing, or intends to develop, the land.
3. The local authority may, for the purpose of this section, remit all or part of the rates (including penalties for unpaid rates) on Māori freehold land if the local authority is satisfied that the development is likely to have any or all of the following benefits:
 - (a) benefits to the district by creating new employment opportunities;
 - (b) benefits to the district by creating new homes;
 - (c) benefits to the council by increasing the council's rating base in the long term;
 - (d) benefits to Māori in the district by providing support for marae in the district;
 - (e) benefits to the owners by facilitating the occupation, development, and utilisation of the land.
 4. The local authority may remit all or part of the rates—
 - (a) for the duration of a development; and
 - (b) differently during different stages of a development; and
 - (c) subject to any conditions specified by the local authority, including conditions relating to—
 - (i.) the commencement of the development; or
 - (ii.) the completion of the development or any stage of the development.
 5. In determining what proportion of the rates to remit during the development or any stage of the development, the local authority must take into account—
 - (a) the expected duration of the development or any stage of the development; and
 - (b) if the land is being developed for a commercial purpose, when the ratepayer or ratepayers are likely to generate income from the development; and
 - (c) if the development involves the building of 1 or more dwellings, when the ratepayer or any other persons are likely to be able to reside in the dwellings.
 6. Sections 85(2) and 86 apply to a remission made under subsection (3).
 7. This section does not limit the application of section 85 or 114 to Māori freehold land.

Local Government (Rating) Act 2002

Section 98A – How rating unit on Māori freehold land divided into separate rating areas

1. A local authority may divide a separate rating area from a rating unit on Māori freehold land on the request of a person in accordance with this section.
2. A local authority must determine a part of a rating unit to be a separate rating area if the identified part of the rating unit—
 - (a) comprises a dwelling; and
 - (b) is used separately from the other land in the rating unit.
3. If the rating unit is managed by a trustee, the request for a separate rating area—
 - (a) must be made by the trustee with the consent of the person actually using the identified part of the rating unit; and
 - (b) must include the full name and postal address of the person actually using the identified part of the rating unit and evidence that they consent to the request.
4. If the rating unit is not managed by a trustee, the request for a separate rating area may be made by the person actually using the identified part of the rating unit.
5. On receiving a request under subsection (4), a local authority must notify the ratepayer or ratepayers for the rating unit of the request.
6. Requests for separate rating areas may be made at any time during the financial year.
7. The division of a separate rating area from a rating unit under this section does not create any right of occupancy or interest in the land.

ATTACHMENT B



FEEDBACK FORM	
Review of the Policy on the Remission and Postponement of Rates on Māori Freehold Land 2022	
Name:	Rona Williamson
Address:	10 Rima Street Haka Point
Phone:	Email:
Do you wish to speak to your submission at the hearing on 28 April 2022 either in person or by audio visual link?	
<input type="checkbox"/> Yes, I wish to speak at the hearing on 28 April 2022 <input type="checkbox"/> In person <input type="checkbox"/> By audio visual link	
<input checked="" type="checkbox"/> No, I do not wish to speak at the hearing on 28 April 2022	
The best way to contact me is by:	
<input type="checkbox"/> Email <input checked="" type="checkbox"/> Post <input type="checkbox"/> Phone	
Tell us what you think about the draft Policy on the Remission and Postponement of Rates on Māori Freehold Land 2022	
I think the policy should be fully supported as it is by the council	
It provides a fair opportunity for Māori to help them in the restoration and development of their land.	
The council should be doing all it can to facilitate the use	
When you have completed your submission do one of the following with it:	
Email it to help.desk@cluthadc.govt.nz	
Post it to – Clutha District Council, Po Box 25, Rosebank Terrace, Balclutha 9240	
Drop it off at Councils main office or one of Council's service centres (Balclutha, Milton, Lawrence, Tapanui, Catlins).	

Further page provided to continue submission

1

of Māori land here in Haka Point.

As the owner of a block at Maranuka B I would like to see the land used by my whanau.

The council could do more to assist those going through the proper channels to develop their land. We are personally experiencing lengthy delay in council applications to develop our land.

A full rates demand causes an unfair burden on the land which has no income and does not use council services.

I accept and agree should owners of Māori land use council services then they should pay for water, sewage and rubbish collection.

2

Review of the Policy on the Remission and Postponement of Rates on Māori Freehold Land 2022

#3

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Thursday, April 21, 2022 4:48:52 PM
Last Modified: Thursday, April 21, 2022 5:03:42 PM
Time Spent: 00:14:49
IP Address: 125.239.52.110

Page 1: Your Information

Q1

Your details.

Name	Marie Dunn
Address	31 Islington Street, North East Valley, Dunedin
Email Address	mariejanedunn@gmail.com
Phone Number	0178401196

Page 2

Q2

Yes, in person

Do you wish to speak to your submission at the hearing on 28 April 2022 either in person or by audio visual link?

Q3

Email

The best way to contact me is by:

Page 3: Tell us what you think

1 / 2

Review of the Policy on the Remission and Postponement of Rates on Māori Freehold Land 2022

Q4

Tell us what you think about the draft Policy on the Remission and Postponement of Rates on Māori Freehold Land 2022

We are writing on behalf of the Te Makāti Whānau Trust of Tautuku Block 10, Section 3a, in support of the CDC's draft policy on the remission and postponement of rates on Māori freehold land.

Our whānau whakapapa directly to the land which on which we were able to resume ahi kā from the time it was repatriated to us under the South Island Landless Natives Act 1906. Despite the fact that no municipal services have ever been provided to our block, we have been rate payers to the CDC for 40 years.

Our remaining kaumatua are all approaching retirement age, and all intend to move permanently or semi-permanently on to our land, indefinitely. Rates remission would greatly assist them to occupy the whenua as they will no longer be working.

Our whenua is predominantly native bush and coastal scrub/tussock land. It is our wish to preserve the integrity of the ngahere there by continuing pest control which has been ongoing by our whānau since our land was repatriated in 1906. Rates remission will be critical in this development and assist us to re-establish an income from our land.

In summary, we are supporting this policy as rates remission would benefit us as owners by facilitating our occupation, development, and utilisation of our land, as set out in the Local Government (Rating) Act 2002, Section 114A. We also wish to suggest that the spelling of kupu Māori as written in the draft policy be corrected, where tohutō have been omitted from the words whānau, hapū, and wāhi tapu.

Ngā mihi
Julie and Marie Dunn

2 / 2



21 April 2022

Corporate Services
Clutha District Council
Email: help.desk@cluthadc.govt.nz

Tēnā Koe,

RE: Feedback on draft policy

Please find attached feedback on the review of the Policy on the Remission and Postponement of Rates on Maori Freehold Land 2022 on behalf of Ngāi Tahu ki Murihiku.

We trust the information contained within the submission is sufficient; however, should you wish to discuss any aspect further, please do not hesitate to contact me.

Nāhaku noa nā,

A handwritten signature in black ink, appearing to read "SRB".

Stevie-Rae Blair
Te Ao Marama Inc.
Kaitohutohu Taiao



Form 13

To: Clutha District Council
Email: help.desk@cluthadc.govt.nz

1. This is feedback on the Review of the Policy on the Remission and Postponement of Rates on Maori Freehold Land 2022.
2. Te Ao Marama wishes to be heard by audio link.

Signed for and on behalf of Ngāi Tahu ki Murihiku.

A handwritten signature in black ink, appearing to read "SRB".

Stevie-Rae Blair
PO Box 7078
South Invercargill,
9844

21 April 2022



Appendix A

Introduction

1. This submission is made on behalf of Ngāi Tahu ki Murihiku.

Papatipu Rūnaka

2. The Te Rūnanga o Ngāi Tahu Act 1996 (the TRoNT Act) and the Ngāi Tahu Claims Settlement Act 1998 (the Settlement Act) give recognition to the status of Papatipu Rūnanga as kaitiaki and manawhenua of the natural resources within their takiwā boundaries.
3. Te Ao Marama Inc. represents the interests of three Papatipu Rūnanga on matters in particular those matters pertaining to the management of natural resources under the Resource Management Act, 1991 and the Local Government Act, 2002.
4. The rohe (area) that the application is within a shared interest area, those rūnanga collectively hold mana whenua over these lands and waters.
5. While Te Ao Marama are mandated to cover the Local Government Act, 2002 by the Papatipu Rūnanga, this feedback does not include individual landowners or land blocks. The owners of these lands should have direct engagement from Council.

General Position

5. Te Ao Marama support the objectives for the remission of rates on Māori land within the Clutha District Council particularly that it supports Māori landowners to have remission on their rates into the future.
6. Te Ao Marama encourage the council to make the process as robust and straightforward as possible for Māori landowners.
7. Te Ao Marama are concerned how the draft policy covers the following aspects from the Local Government (Rating of Whenua Māori) Amendment Act, 2021:
 - The ability to write off rates arrears
 - That rates will be split within a block when requested by occupants of the block
 - That multiple blocks will be treated as a single rating unit when requested by landowners
 - That all types of Māori Freehold Land no-longer eligible for rates be explicitly listed within the policy
 - Confirmation that rates arrears will be waived – particularly in relation to deceased owners and that a clear decision-making framework be included for determining rare instances where only a portion of rates arrears are to be written off, reflecting the conditions stated in the Act.

Decision sought

6. That council ensures all Māori landowners have been consulted with and engaged on for this policy and are aware of any changes.
7. That council includes all aspects of the Local Government (Rating of Whenua Māori) Amendment Act, 2021 within their policy for rating Māori Land.
8. That council organises kanohi ki te kanohi (face to face) hui with Māori landowners to discuss any proposed changes made in respect to their land within the district.

Clutha District Council

Item for DECISION

Report	Milton Streetscape Layout Approval
Meeting Date	23 June 2022
Item Number	7
Prepared By	Jules Witt – Group Manager Service Delivery
File Reference	738730

This item is a placeholder for an update on the Milton Streetscape Layout for approval.

This was not available before the agenda was published so will be circulated under separate cover, but it is considered important for Council to consider this matter at this Council meeting rather than delay the project.

Clutha District Council

Item for CONFIRMATION

Report	Confirmation of Council Minutes
Meeting Date	23 June 2022
Item Number	8
Prepared By	Julie Gardner – Service Delivery Administrator
File Reference	737690

REPORT SUMMARY

Attached for confirmation are the minutes of the meetings of the Clutha District Council held on 12 May 2022, 19 May 2022 and 2 June 2022.

RECOMMENDATION

1. That the minutes of the meeting of the Clutha District Council held on 12 May 2022 be approved as a true and correct record.
2. That the minutes of the meeting of the Clutha District Council held on 19 May 2022 be approved as a true and correct record.
3. That the minutes of the meeting of the Clutha District Council held on 2 June 2022 be approved as a true and correct record.

Clutha District Council

Minutes of the meeting of Clutha District Council held in the Council Chambers, 1 Rosebank Terrace, Balclutha on Thursday, 12 May 2022 commencing at 1.30pm.

Present His Worship the Mayor Bryan Cadogan (via Zoom), Councillors Stewart Cowie, Wayne Felts, Mel Foster, Bruce Graham, John Herbert, Alison Ludemann, Kenneth Payne, Carol Sutherland, Jo-anne Thomson, Bruce Vollweiler and Selwyn Wilkinson

In Attendance Steve Hill (Chief Executive), Jules Witt (Group Manager Service Delivery), Larissa Brown (Strategic Planning Manager), Diane Byars (Communications Coordinator) and Julie Gardner (Service Delivery Administrator)

Apologies Councillors Dane Catherwood, Gaynor Finch, Lloyd McCall

Moved Councillors Graham/Thomson and Resolved:

“That the apologies be accepted.”

Deputy Mayor Stewart Cowie welcomed everyone to the meeting and advised he would be chairing the meeting as Mayor Cadogan was attending via zoom from Australia.

DECLARATIONS OF INTEREST

There were no declarations of interest.

PUBLIC FORUM

There was no public forum.

1 OTAGO CDEM PARTNERSHIP AGREEMENT

Matt Alley – Manager/Group Controller, Emergency Management Otago was in attendance to present the partnership agreement between Otago Regional Council and the five territorial authorities of Otago for the delivery of Civil Defence and Emergency Management responsibilities within the Otago CDEM Group area.

He also shared a PowerPoint presentation outlining how the role of Emergency Management Otago fits with the member Councils and how the roles and responsibilities are defined.

Moved Councillors Payne/Ludemann and Resolved:

“That Council receives the ‘Otago CDEM Partnership Agreement’ report.

That Council endorses the proposed Otago Civil Defence and Emergency Management Partnership Agreement.

That Council notes that the proposed agreement has been endorsed by the Otago Civil Defence and Emergency Management Coordinating Executive Group.

That Council ratifies this arrangement by empowering Mayor Bryan Cadogan to sign the document on behalf of the Clutha District Council.”

2 PROPOSED VEHICLES ON BEACHES BYLAW

The Senior Policy Advisor submitted a report of available options for managing issues associated with vehicles on beaches and seeks approval to undertake public consultation on a proposed Vehicles on Beaches Bylaw.

Mike Goldsmith – Senior Policy Advisor was in attendance for this item.

There was discussion on the proposed Bylaw and how it would be implemented, and it was further explained that the Bylaw would provide for local conditions eg Tautuku which needs to be accessed by vehicles along the beach.

Moved Councillors Payne/Felts and Resolved:

“That Council receives the ‘Proposed Vehicles on Beaches Bylaw’ report.

That Council approves the attached consultation package (attachments A, B and C).

That Council delegates authority to the Chief Executive to edit the attached consultation material if required, prior to publication of the final document.

That Council approves formal consultation by way of a special consultative procedure for the proposed Vehicles on Beaches Bylaw 2023.”

3 TREE REMOVAL UPDATE – NAISH PARK & VICTORIA PARK

The Transportation Team Leader and Transportation Operations & Facilities Manager submitted a report advising Council of consultation undertaken regarding the removal of trees at Naish Park, Balclutha and Victoria Park, Kaitangata and requesting authorisation for their removal.

Henri van Zyl and James Allison were in attendance for this item.

Councillors firstly discussed the impact that the trees were having on the Balclutha Bowling Club, in particular causing shading and dampness of the Clubrooms and damage

to the greens from small twigs and stick. Removing the identified trees should rectify this problem.

Councillors acknowledged the recent presentation regarding shade around play areas but felt that there were still enough trees remaining at Victoria Park with the removal of the identified trees to provide this.

Selling of the trees was discussed with Councillors agreeing to leave it to council staff to progress this.

Moved Councillors Vollweiler/Graham and Resolved:

“That Council receives the ‘Tree Removal Update’ report.”

Moved Councillors Sutherland/Wilkinson and Resolved:

“That Council agrees to the removal of the 3 identified trees at Naish Park, Balclutha.”

Moved Councillors Graham/Thomson and Resolved:

“That Council agrees to the removal of the 6 identified trees at Victoria Park, Kaitangata.”

Moved Councillors Vollweiler/Felts and Resolved:

“That Council priority for the use of timber is to sell to recoup costs incurred in the tree removal or offered to community groups if selling is not a viable option.”

4 REVIEW OF REGULATORY BYLAW

Mel Needham (Senior Policy Advisor) submitted a summary of the review of the Regulatory Bylaw for Council’s consideration.

Mel Needham was in attendance via zoom for this item.

Councillors discussed this item in depth and requested a number of amendments be made to the consultation document, which were noted for inclusion by council staff.

Moved Councillors Vollweiler/Payne and Resolved:

“That Council receives the ‘Regulatory Bylaw Issues and Options Report’ dated April 2022 (Attachment A).

That Council approves formal consultation by way of special consultative procedure as set out in the Statement of Proposal (Attachment B) for the draft Regulatory Bylaw 2022 (Attachment C), the draft Dog Control Policy 2022 (Attachment D) and the draft Policy on Dangerous and Insanitary Buildings 2022 (Attachment E) with the amendments as noted by the Senior Policy Advisor.”

5 FINAL ROAD STOPPING – STIRLING BOWLING CLUB ROAD

The Senior Infrastructure Engineer submitted a report on the road stopping process associated with the Old Stirling Bridge Approach Road and the results of the recently completed Local Government Act 1974 Schedule 10 Road Stopping process.

Chris Bopp was in attendance for this item.

Moved Councillors Ludemann/Sutherland and Resolved:

“That Council receives the ‘Final Road Stopping – Stirling Bowling Club Road’ report.

That Council agrees to:

- ***The advertising of the successful road stopping of Section 1, SO 566901 as per Attachment 8.1;***
- ***That the matters relating to the above item be handed over to Council’s Solicitors for completion of a Sale and Purchase Agreement.”***

The meeting was adjourned at 3.02pm.

The meeting was reconvened at 3.19pm.

6 CONFIRMATION OF COUNCIL MINUTES

The minutes of the meeting of the Clutha District Council held on 30 March 2022 were submitted for confirmation.

Moved Councillors Herbert/Sutherland and Resolved:

“That the minutes of the meeting of the Clutha District Council held on 30 March 2022 be approved as a true and correct record.”

7 CONFIRMATION OF COMMITTEE OF THE WHOLE MINUTES

The minutes of the meeting of the Committee of the Whole held on 28 April 2022 were submitted for confirmation.

Moved Councillors Herbert/Graham and Resolved:

“That the minutes of the meeting of the Committee of the Whole held on 28 April 2022 be approved as a true and correct record.”

8 SERVICE DELIVERY COMMITTEE MINUTES

The minutes of the meeting of the Service Delivery Committee held on 28 April 2022 were submitted for confirmation.

Moved Councillors Graham/Felts and Resolved:

“That the minutes of the meeting of the Service Delivery Committee held on 28 April 2022 be approved as a true and correct record with the addition of Councillor Jo-anne Thomson’s apology.”

9 REGULATORY AND POLICY COMMITTEE MINUTES

The minutes of the meeting of the Regulatory and Policy Committee held on 28 April 2022 were submitted for confirmation.

Moved Councillors Vollweiler/Payne and Resolved:

“That the minutes of the meeting of the Regulatory and Policy Committee held on 28 April 2022 be approved as a true and correct record with the addition of Councillor Jo-anne Thomson’s apology.”

10 CORPORATE & PROPERTY COMMITTEE MINUTES

The minutes of the meeting of the Corporate & Property Committee held on 28 April 2022 were submitted for confirmation.

Moved Councillors Payne/Herbert and Resolved:

“That the minutes of the meeting of the Corporate & Property Committee held on 28 April 2022 be approved as a true and correct record.”

11 WEST OTAGO COMMUNITY BOARD MINUTES

The unconfirmed minutes of the meeting of the West Otago Community Board held on 13 April 2022 were submitted.

Moved Councillors Herbert/Cowie and Resolved:

“That the unconfirmed minutes of the West Otago Community Board meeting held on 13 April 2022 be noted.”

12 LAWRENCE/TUAPEKA COMMUNITY BOARD MINUTES

The unconfirmed minutes of the Lawrence/Tuapeka Community Board meeting held on 13 April 2022 were submitted.

Moved Councillors Foster/Herbert and Resolved:

“That the unconfirmed minutes of the Lawrence/Tuapeka Community Board meeting held on 13 April 2022 be noted.”

13 RISK & ASSURANCE COMMITTEE MINUTES

The unconfirmed minutes of the Risk & Assurance Committee meeting held on 28 April 2022 were submitted.

Moved Councillors Graham/Herbert and Resolved:

“That the unconfirmed minutes of the Risk & Assurance Committee meeting held on 28 April 2022 be noted.”

14 YOUTH COUNCIL MINUTES

The unconfirmed minutes of the Youth Council meeting held on 4 April 2022 were submitted.

Moved Councillors Payne/Cowie and Resolved:

“That the unconfirmed minutes of the Youth Council meeting held on 4 April 2022 be noted.”

15 MAYORAL REPORT

The Mayor and Councillors provided an update on meetings and events they had attended since the previous meeting of Council.

Moved Councillors Herbert/Thomson and Resolved:

“That the Mayoral Report and Councillors’ Attendances be received.”

16 CHIEF EXECUTIVE’S REPORT

Reports on events attended, the award of tenders and other matters in hand at present.

Moved Councillors Felts/Sutherland and Resolved:

“That the Chief Executive’s report be received.”

17 DOCUMENTS FOR CONSENT AND SEAL

A report was submitted advising use of the Clutha District Council Common Seal since the previous Council Meeting.

Moved Councillors Foster/Thomson and Resolved:

“That Council approves the fixing of its seal, under the hands of the Chief Executive to the documents as listed.”

1	DEED OF ASSIGNMENT OF LEASE
1.1	The section of land at the Toko Mouth Beach Resort known as Section 40 (also known as 63 Toko Mouth Domain Road) from John Harry Lean to John Gordon Cooke, Wendy Margaret Cooke and Guest Carter Trustees Limited as trustees of the W M and J G Cooke family Trust.
1.2	75 Domain Road, Toko Mouth from Riveridge Investments Limited to Melanie Rose Norman and Sam Francis Johnson.
1.3	The section of land at the Toko Mouth Beach Resort known as Section 2 from Darren Henry Murray to John Francis Titterton and Ainslie Titterton
2	DEED OF LEASE
2.1	Parcel of land situated at Crown Street, Balclutha containing 241 square metres between Clutha District Council and AA Coutts and GTM Schouten
3	CONTRACT AGREEMENT
3.1	Contract 826 – Renewal of CDC Bridges 225 and 472 between Concrete Structures Ltd and Clutha District Council.
3.2	Contract 827 – Bridge Repairs 2021/22 between Andrew Haulage (2011) Ltd and Clutha District Council.
3.3	Contract 832 – Road Marking 2022-2027 between Fulton Hogan Dunedin and Clutha District Council.
4	WARRANT OF APPOINTMENT
4.1	Olivia Geddes warrant of appointment to the position of Litter Control Officer (Litter Act 1979), Enforcement Officer (Resource Management Act 1991, Freedom Camping Act 2011, Local Government Act 2002, Council Bylaws) and a Authorised Person/Officer (Local Government Act 2002, Council Bylaws)
4.2	Michaela Abby Groenewegen warrant of appointment to the position of Litter Control Officer (Litter Act 1979), Enforcement Officer (Resource Management Act 1991, Freedom Camping Act 2011, Local Government Act 2002, Council Bylaws) and a Authorised Person/Officer (Local Government Act 2002, Council Bylaws)
4.3	Fiona Joy Boss warrant of appointment to the position of an Authorised officer, Enforcement Officer, Litter Control Officer, Environmental Heal Officer, Authorised Persons, a Food Verifier and a Licensing Inspector.

18 REASONS TO MOVE TO PUBLIC EXCLUDED SESSION

Moved Councillors Payne/Sutherland and Resolved:

“That Council resolves to exclude the public on the grounds contained in Appendix 1 of the Clutha District Council’s Standing Orders under Sections A2 (a), A2 (c)(i), A2 (i) and A2 (j).”

The meeting moved into public excluded session at 4.01pm.

The meeting moved out of public excluded session and closed at 4.38pm.

Read and Confirmed

**Stewart Cowie
DEPUTY MAYOR**

Clutha District Council

Minutes of the Annual Plan Decisions meeting of Clutha District Council held in the Council Chambers, 1 Rosebank Terrace, Balclutha on Thursday, 19 May 2022 commencing at 1.30pm.

Present His Worship the Mayor Bryan Cadogan, Councillors Dane Catherwood, Stewart Cowie, Wayne Felts, Gaynor Finch, Mel Foster, Bruce Graham, John Herbert, Alison Ludemann, Lloyd McCall (via Zoom), Kenneth Payne, Jo-anne Thomson, Bruce Vollweiler and Selwyn Wilkinson

In Attendance Steve Hill (Chief Executive), Jules Witt (Group Manager Service Delivery), John Scott (Group Manager Corporate Services), Larissa Brown (Strategic Planning Manager), Sharon Jenkinson (Finance Manager), Diane Byars (Communications Coordinator), Justine Barrie (PA to the Mayor) and Julie Gardner (Service Delivery Administrator)

Debbie Duncan (Community Libraries Manager), Mike Goldsmith (Senior Policy Advisor), Greg Bowie (Management Accountant), Trey Willis-Croft (Management Accountant), Sharon Cousins, Jean Proctor

Apologies Councillor Carol Sutherland

Moved Councillors Payne/Wilkinson and Resolved:

“That the apology be accepted.”

DECLARATIONS OF INTEREST

There were no declarations of interest.

PUBLIC FORUM

There was no public forum.

REPLACEMENT PAGES

Moved Councillors Felts/Foster and Resolved:

“That Item 5B – ‘Rates Baseline Update’ replacement page is tabled.”

1 CONFIRMATION OF ANNUAL PLAN HEARING MINUTES

The minutes of the Annual Plan Hearings of the Clutha District Council held on 27 April 2022 were submitted for confirmation.

Moved Councillors Herbert/Vollweiler and Resolved:

“That the minutes of the Annual Plan Hearing of the Clutha District Council held on 27 April 2022 be approved as a true and correct record.

“That the minutes of the Annual Plan Hearing of the Clutha District Council held on 3 May 2022 be approved as a true and correct record.”

2 RECEIVES FEEDBACK AND SUBMISSIONS

The Strategic Planning Manager submitted feedback and submissions relating to:

- Annual Plan 2022/23
- Clutha Community Hub Additional Funding 2022
- Proposed Schedule of Fees & Charges 2022/23
- Policy on Remission of Rates Update 2022.

Moved Councillors Cowie/Ludemann and Resolved:

“That Council receives the ‘Receives Feedback and Submissions’ report.

That Council receives written submissions to the Proposed Annual Plan 2022/23, Clutha Community Hub Additional Funding 2022, Proposed Schedule of Fees & Charges 2022/23 and Policy on Remission of Rates Update 2022, as listed.

That Council receives verbal submissions to the Proposed Annual Plan 2022/23, Clutha Community Hub Additional Funding 2022, Proposed Schedule of Fees & Charges 2022/23 and Policy on Remission of Rates Update 2022, as listed.”

3 RURAL WATER SCHEME UPDATE

The Group Manager Service Delivery presented changes to Annual Plan 2022/23 budgets from various Rural Water Scheme Committee meetings around the district, noting the reductions in rates and adjustments to existing projects and the capital programme.

Moved Councillors Cowie/Felts and Resolved:

“That Council receives the ‘Rural Water Scheme Update’ report.

That the Balmoral 1 Water rate income is set at \$293,078 for the 2022/23 year so that the water rate is set at \$420+GST.

That the Balmoral 2 water rate income is set at \$457,354 for the 2022/23 year so that the water rate is set at \$290+GST.

That the Clydevale/Pomahaka water rate income is set at \$606,864 2022/23 year so that the water rate is set at \$251+GST.

That the Glenkenich water rate income is set at \$703,164 for the 2022/23 year so that the water rate is set at \$344+GST.

That the Moa Flat Water rate income is set at \$504,111 for the 2022/23 year so that the water rate is set at \$193+GST.

That the North Bruce water rate income is set at \$536,202 for the 2022/23 year so that water rate is set at \$278+GST.

That the Richardson water rate income is set at \$621,306 for the 2022/23 year so that the water rate is set at \$247+GST.

That the Richardson Reservoir Renewals projects in 2022/23 be increased from \$260,000+GST to \$600,000+GST to enable these to be completed at current reservoir renewal rates.

That the South Bruce water rate income is set at \$225,597 for the 2022/23 year so that the water rate is set at \$147+GST.

That the Tuapeka water rate income is set at \$576,692 for the 2022/23 year so that the water rate is set at \$357+GST.

That the Wangaloa water rate income is set at \$149,562 for the 2022/23 year so that the water rate is set at \$356+GST.

That the Waipahi Stock Water Scheme rate income is set at \$201,476 for the 2022/23 year so that the water rate is set at \$241+GST."

4 INVESTMENT FUND SURPLUS UPDATE

The Group Manager Corporate Services provided an update on the Investment Fund surplus.

Further clarification on the available funds was provided by the Group Manager Corporate Services and the Chief Executive.

Moved Councillors Finch/Foster and Resolved:

"That Council receives the 'Investment Fund Surplus Update' report.

That Council notes the availability of \$570,000 surplus funds as a funding source option for Annual Plan 2022/23 requirements.

That Council notes the \$44K return in FY22 on the Nikko portfolio.”

5 RATES BASELINE UPDATE

The Finance Manager submitted a report asking Council to agree on the estimated rates increase prior to final calculations being made noting that any impacts will be assessed during deliberations in the meeting along with any decisions on required rates smoothing.

Additional information was tabled by Staff to highlight impacts relating to the 2022/23 and 2023/24 years including possible decisions on required rates smoothing.

The Finance Manager explained the spreadsheet that would be in operation during the meeting to record the financial decisions as they were being made to ensure that Council meets its obligations under section 21 of the Local Government (Rating) Act 2002 and the rates limit in Council’s Financial Strategy and targets in Council’s Revenue & Financing Policy.

There was robust debate about the 4% rates cap that Council had self-imposed at the LTP with some Councillors stating that with inflation as it currently is, this is now unrealistic.

Moved Councillors Vollweiler/Graham and Resolved:

“That Council receives the ‘Rates Baseline Update’ report.

Moved Councillors Graham/Vollweiler and Resolved:

That Council notes an estimated overall increase of 3.61% from 2021/22 to 2022/23, prior to final decisions and calculations being made for the final 2022/23 Annual Plan.”

Moved Councillors Ludemann/Vollweiler and Resolved:

“That Council approves \$195,000 in 2022/23 to Clutha Development for Tourism Support, funded from the investment surplus, subject to final approval.”

Moved Councillors Vollweiler/Felts and Resolved:

“That Council resolves to use \$395K additional roading funding and \$230K from general reserves for rates smoothing in 2022/23.

That Council confirms \$195,000 in 2022/23 to Clutha Development for Tourism Support, be funded from the investment surplus.

That Council confirms \$153,000 of the \$195,000 additional rates funding requirement for the 2022/23 Greenspace Area Budgets by:

- ***Deferring a specific Parks & Reserves staff member (\$100K) for 1 year.***
- ***Allocating 1 year of Plantation Heights Maintenance Costs (\$53K) to be funded from the surplus in the Plantation Heights Subdivision account.”***

Moved Councillors Ludemann/Finch and Resolved:

That Council confirms an overall rates increase from 2021/22 to 2022/23 of less than 4%.

That Council approves any final minor adjustments be made, to ensure the budgets to be approved by Council at their meeting on 23 June 2022 include an overall rates change from 2021/22 to 2022/23 of within 4%, and meet the 30% cap in section 21 of the Local Government (Rating) Act."

6 SERVICE DELIVERY UPDATES

The Group Manager Service Delivery presented submissions and updates from the Service Delivery Department to the Annual Plan 2022/23. All costs exclude GST.

Moved Councillors Wilkinson/Ludemann and Resolved:

"That Council receives the Service Delivery Updates report."

Additional information on the next resolution was provided by the Chief Executive who explained that the funding could come from a mix of reserves to fund the deficit. It was further pointed out that in previous years' Service Delivery surpluses had been added to the general reserves.

Councillors discussed the options before agreeing that funding should come out of the wastewater reserves and the deferred Roading Maintenance Fund.

Moved Councillors Vollweiler/Ludemann and Resolved:

"That Council approve funding of the Service Delivery Deficit of \$502,650 to be funded \$100K from wastewater reserve and the balance from the deferred Roading Maintenance Fund."

Moved Councillors Finch/Payne and Resolved:

"That Council notes that further information regarding a Capital Delivery Strategic Programme Review will be presented to Council as part of a review of the 2022/23 and 23/24 Capital works programme over the next month."

Councillors discussed the next recommendation expressing concern that there was not enough information and the projects had not been identified fully enough for an informed decision to be made. While they agreed that Waihola is growing, the correct process is for a resource consent to be applied for and the infrastructure installed as part of that subdivision.

It was suggested that a plan change be looked at and brought back to Council at next year's annual plan.

Moved Councillors Ludemann/Wilkinson and Resolved:

"That Council does not approve \$460,000+GST for extension of water and wastewater to Beacon Street Waihola for 2022/23 to be funded from Urban water & wastewater by way of a loan and recovered by future connection costs."

Vote: For 11, Against 3 – the motion was carried.

Moved Councillors Vollweiler/Cowie and Resolved:

“That Council approves \$500,000 to bring forward the Kaka Point Reservoir to the 2022/23 Year to be funded from Urban water by way of a loan.”

Moved Councillors Cowie/Catherwood and Resolved:

“That Council approves funding of \$50,000 for the balance of the PGF work for the Waiwera South, Waitahuna and Owaka Community Centres and that this is funded from reserves from each hall and 2021/22 Operating budgets.”

Moved Councillors Vollweiler/Felts and Resolved:

“That Council approves a budget of \$50,000+GST for the 2022/23 Year for painting, and other capital upgrades for the Kaitangata Pool to be funded from Kaitangata Pool Reserves.

That Council congratulates the Kaitangata Pool Committee on the work they have done to date and Council look forward to considering supporting the Committee once more details of a major upgrade are available at a future Annual Plan or Long-Term Plan.”

7 THREE WATERS BETTER OFF SUPPORT PACKAGE FUNDING

The Senior Policy Advisor submitted a report advising how Council can access funding through the ‘Better Off’ funding support package.

Moved Councillors Finch/Graham and Resolved:

“That Council receives the Three Waters Better Off Support Package Funding report.”

Mike Goldsmith was in attendance to answer Councillors questions.

Councillors asked how projects get on the list with Mike advising that it was a fairly open list with additional work required to form a funding proposal to fit the criteria. Community facility renewals were included because it would spread the benefit of the funding across the district and these projects are commonly mentioned in the various Our Place projects that are happening across the district.

He also advised that there were some community projects that would not meet the criteria however there were other funding opportunities for these.

Additional information was circulated prior to the meeting which highlighted the preferred options for the Milton Community Pool and Library Facility.

Moved Councillors Finch/Graham:

“That Council confirms it WILL include the Milton Community Pool and Library Facility project in a funding proposal for \$2 million to the first tranche of the Three Waters Better Off Support Package.”

Vote: For 6, Against 8 - the motion was lost.

An amendment was made:

Moved Councillors Vollweiler/Finch:

“That Council confirms it WILL include the Milton Community Pool and Library Facility project in a funding proposal for \$1.9 million to the first tranche of the Three Waters Better Off Support Package.”

A further amendment was made:

Moved Councillors Herbert/Foster:

“That Council confirms it WILL include the Milton Community Pool and Library Facility project in a funding proposal for \$1.5 million to the first tranche of the Three Waters Better Off Support Package.”

Councillor Vollweiler moved that the 2nd amended motion be put:

Moved Councillors Herbert/Foster:

“That Council confirms it WILL include the Milton Community Pool and Library Facility project in a funding proposal for \$1.5 million to the first tranche of the Three Waters Better Off Support Package.”

Vote: For 2, Against 12 – the amendment was lost.

The 1st amendment then became the substantive motion, and no further discussion could be had as per Standing Orders.

Moved Councillors Vollweiler/Finch and Resolved:

“That Council confirms it WILL include the Milton Community Pool and Library Facility project in a funding proposal for \$1.9 million to the first tranche of the Three Waters Better Off Support Package.”

Vote: For 11, Against 3 - Councillors Herbert and McCall requested their votes be recorded.

Councillor McCall expressed his dissatisfaction with the way in which this item was being decided and requested this be recorded.

Councillor Herbert stated he was unhappy with funding being allocated to these 2 projects when there is no guarantee of the 2nd tranche of funding for all of the smaller projects. He would like to see some money held over to support Recommendation 4.

The lack of Climate Change projects was also highlighted, however the Chief Executive pointed out that these were in progress but would take time to implement.

Moved Councillors Cowie/Graham:

“That Council confirms it WILL include the Balclutha Streetscape Stage 2 Funding in a funding proposal for \$1.37 million to the first tranche of the Three Waters Better Off Support Package.”

An amendment was made:

Moved Councillor Vollweiler/Mayor Cadogan:

“That Council confirms it WILL include the Balclutha Streetscape Stage 2 Funding in a funding proposal for \$1.1 million to the first tranche of the Three Waters Better Off Support Package.”

Vote: For 7, Against 7 – Mayor Cadogan used his casting vote.

This then became the substantive motion:

Moved Councillor Vollweiler/Mayor Cadogan:

“That Council confirms it WILL include the Balclutha Streetscape Stage 2 Funding in a funding proposal for \$1.1 million to the first tranche of the Three Waters Better Off Support Package.”

Vote: For 6, Against 7 – the motion was lost.

The meeting was adjourned at 3.48pm.

The meeting was reconvened at 4.02pm.

ITEM 7: THREE WATERS BETTER OFF SUPPORT PACKAGE FUNDING continued

Moved Councillors Cowie/Graham and Resolved:

“That Council confirms it WILL include the Balclutha Streetscape Stage 2 Funding in a funding proposal for \$1.3 million to the first tranche of the Three Waters Better Off Support Package.”

Vote: For 10, Against 4 – Councillor Herbert requested his vote be recorded.

The balance of the funding will be used for other projects.

8 CLUTHA COMMUNITY HUB ADDITIONAL FUNDING

The Senior Policy Advisor submitted a summary of public feedback received on the three options proposed in the Clutha Community Hub Additional Funding 2022 consultation process.

Moved Councillors Payne/Finch and Resolved:

“That Council receives the Clutha Community Hub Additional Funding report.”

Moved Councillors Payne/Felts and Resolved:

That Council adopts Option 3 (contribute up to \$2.5M funded by reserves).”

9 BALCLUTHA STREETScape STAGE 2 UPDATE

The Group Manager Service Delivery submitted a report providing an update and seeking direction on budgets for Balclutha Streetscape Stage 2, specifically for landscaping, car park improvements and general beautification of the area now the new Clutha Hub and the southern entrance to the Balclutha Bridge.

Moved Councillors Cowie/Ludemann and Resolved:

“That Council receives the Balclutha Streetscape Stage 2 Update report.

That Council approves an additional \$1.3 million of funding for the Balclutha Streetscape Stage 2 Project with this to be funded from the Better off Funding.”:

10 BRUCE COMMUNITY FACILITY UPDATE

The Group Manager Service Delivery and the Strategic Planning Manager submitted a report which updates and seeks direction on the next course of action for the proposed Bruce Community Facility in Milton.

Councillors confirmed the forms of communication and engagement with the community as laid out in the agenda item.

There was comment from councillors that a costing exercise should be done so that the community know what council’s ongoing operational commitments would be for the facility.

The Group Manager Service Delivery reminded Councillors that this was laid out in the LTP and would be further laid out during consultation of the Schedule of Fees and Charges.

Moved Councillors Finch/Vollweiler and Resolved:

“That Council receives the Bruce Community Facility Update report.

That Council agrees to consult on options relating to the Bruce Community Facility.”

Moved Councillors Finch/Vollweiler and Resolved:

“That Council’s preferred option for consultation relating to the Bruce Community Facility is the 6-lane pool option with additional land.

That Council’s confirms an additional meeting date of 2 June 2022 to approve consultation material and hearing date of 14 July 2022 to hear verbal submissions relating to the Bruce Community Facility.”

11 COMMUNITY PROJECTS UPDATE

The Project Manager – Community Plan Implementation submitted a report requesting additional funding for existing identified community projects.

Moved Councillors Finch/Wilkinson and Resolved:

“That Council receives the Community Projects Update report.”

Moved Councillors Ludemann/Felts and Resolved:

“That Council approves an increase of \$9,063 from \$8,000 to \$17,063 in 2022/23 for the installation of a bore at the Naish Park duck pond.

That Council carries forward existing funding of \$8,000 for the Naish Park duck pond from the 2020/21 to 2022/23 financial year.

That Council funds an additional \$9,063 in 2022/23 for the Naish Park duck pond bore installation from available investment fund surpluses.”

Vote: For – 12, Against - 2 – Carried.

Moved Councillors Ludemann/Payne and Resolved:

“That Council approves \$24,000 in 2022/23 for stage one of a car park construction at the South Otago Athletics Club car park.

That Council funds \$24,000 in 2022/23 for car park construction at the South Otago Athletics Club car park from available investment fund surpluses.”

Moved Councillors Finch/Herbert and Resolved:

“That Council carries forward existing funding of \$50,000 from the 2020/21 to 2022/23 to progress the Gabriel’s Gully entrance aspect of this project, including Council reserve, car park and toilet improvements.”

12 COMMUNITY FUNDING REQUESTS

The Community Support & Development Advisor submitted a report detailing a number of community funding requests to the Annual Plan 2022/23.

Moved Councillors Payne/Thomson and Resolved:

“That Council receives the Community Funding Requests report.”

Moved Councillors Foster/Wilkinson:

“That Council approves a funding increase of \$60,000 in 2022/23 to Lawrence Playground Committee for the Whitehaven Street Playground project.

That Council funds \$60,000 in 2022/23 for the Whitehaven Street Playground project from available investment fund surpluses.

Councillors discussed the possibility of the funding for the playground coming from the remainder of the ‘Better Off Funding’ while also noting that if the application was unsuccessful then it would need to come back to Council for a decision on an alternative funding source.

An amendment was made:

Moved Councillors Ludemann/Catherwood and Resolved:

“That Council approves a funding increase of \$70,000 in 2022/23 to Lawrence Playground Committee for the Whitehaven Street Playground project.

That Council funds \$70,000 in 2022/23 for the Whitehaven Street Playground project from the Better Off Funding.”

Vote: For 9, Against 4 – Carried.

This became the substantive motion:

Moved Councillors Ludemann/Catherwood and Resolved:

“That Council approves a funding increase of \$70,000 in 2022/23 to Lawrence Playground Committee for the Whitehaven Street Playground project.

That Council funds \$70,000 in 2022/23 for the Whitehaven Street Playground project from the Better Off Funding.”

Vote: For 8, Against 5 – Carried.

Moved Councillors Vollweiler/Catherwood and Resolved:

“That Council approves \$30,000 in 2022/23 to the Owaka Community Centre for kitchen renovations to upgrade the Owaka Memorial Community Centre.

That Council funds \$30,000 in 2022/23 for Owaka Memorial Community Centre improvements from the investment fund surplus.

There was discussion about the boundary fence being paid partly by the Balclutha Golf Club, with the Group Manager Service Delivery advising that the Golf Club had been very accommodating regarding the Mt Cooe upgrade and were very supportive of the South Otago Mountain Bike Park in general.

Moved Councillors Ludemann/Felts and Resolved:

“That Council approves Council staff expertise and support to provide vehicular entrance and roadway into the park and fencing between the Balclutha Golf Club and the Park.

That Council approves funding of \$27,000 in 2022/23 to provide a single lane vehicular entrance and roadway into the South Otago Mountain Bike Park and fencing between the Balclutha Golf Club and the Park.

That Council funds \$27,000 in 2022/23 from available investment fund surpluses.”

Vote: For 13, Against 1 – Councillor Herbert requested his vote be recorded.

Council debate on the next item centred on how much use the courts would actually get, however it was pointed out that they are beside the CDC-owned camping ground which is a very popular holiday destination. The tennis court surface is currently unplayable and a health and safety hazard.

Moved Councillors Vollweiler/Finch and Resolved:

“That Council approves funding of \$18,848 in 2022/23 to Taieri Mouth Amenities Society towards resurfacing the existing Taieri Mouth tennis courts.

That Council funds \$18,848 in 2022/23 to Taieri Mouth Amenities Society from available investment fund surpluses.”

Vote: For 8, Against 5 – Councillor Herbert requested his vote be recorded, Councillor Catherwood abstained.

Moved Councillors Graham/Cowie and Resolved:

“That Council confirms the Cross Recreation Centre annual operating grant at \$55,158 in 2022/2023.

That Council confirms the Sport Clutha annual grant at \$47,859 in 2022/2023.”

Moved Councillors Finch/Catherwood and Resolved:

“That Council approves that Council work with Sport Clutha/Otago to develop a Play Strategy/Framework for the District.”

Moved Councillors Finch/Graham and Resolved:

“That Council approves Council support Sport Clutha/Otago to work with South Otago Athletics Club and Clutha Parks Trust.”

Moved Councillors Finch/Foster and Resolved:

“That Council approves funding of \$20,000 in 2022/23 towards Peace Gardens tree maintenance and plantings, funded from the Lawrence Parks and Reserves rates.”

Moved Councillors Catherwood/Graham and Resolved:

“That Council approves funding of \$20,000 in 2022/23 and \$20,000 in 2023/24 towards Steep Street Reserve tree management and maintenance, funded from the Lawrence Parks and Reserves rates.”

Moved Councillors Finch/Wilkinson and Resolved:

“That Council staff continue to investigate options for the maintenance of the area at the Catlins-Clutha Information Layby.”

Vote: For 13, Against 1 – Councillor Cowie requested his vote be recorded.

Councillors stated that Catlins Coast Inc. should be applying to Clutha Development as Council provides funding to them for tourism and they also work with Southland Tourism to promote the Catlins area.

Moved Councillors Catherwood/Graham and Resolved:

“That Council approves funding to Catlins Coast Inc towards the Care Code (\$1,500) and Tear Off Map (\$3,000) in 2022/2023.

That any identified Council funding to Catlins Coast Inc is via the investment surplus.”

Vote: For 8, Against 6 – the motion was carried.

Moved Councillors Cowie/Finch and Resolved:

“That Council approves Kaka Point Surf Lifesaving’s request of an increase of funding by \$5,000 from \$25,000 to \$30,000 in 2022/23.”

Councillor Payne stated a conflict of interest with the next resolution and abstained from the discussion.

Councillors are concerned that there are more applications now that are in the social services area, and this is not our core role. There is an issue when local government is having to pick up the central government shortfall.

Moved Councillors Cowie/Finch and Resolved:

“That Council approves funding of \$8,000 to Big River Kahui Ako in 2022/23 funded from the community support grants budget.”

Vote: For 12, Against 2 - Councillor Herbert requested his vote be recorded.

Moved Councillors Finch/Wilkinson and Resolved:

“That Council approves an increase of \$8,634 funding from \$23,290 to \$31,932 to Gore Women’s Refuge in 2022/2023, funded from the community support grants budget.”

Vote: For 13, against 1 – the motion was carried.

Moved Councillors Graham:

“That Council approves funding of \$2,000 in 2022/23 to New Zealand Chinese Language Week from the community support grants budget/investment surplus.

Lapsed for want of a seconder.

Moved Councillors Catherwood/Herbert:

“That Council does not approve funding of \$2,000 in 2022/23 to New Zealand Chinese Language Week.

Vote: For 6, Against 8 – the motion was lost.

Moved Councillors Finch/Vollweiler and Resolved:

“That Council approves funding of \$2,000 in 2022/23 to New Zealand Chinese Language Week from the investment surplus.

That Council approves staff support for New Zealand Chinese Language Week.

That Council approves a Mayoral support video is provided for New Zealand Chinese Language Week.”

Vote: For 9, Against 5 – the motion was carried.

Moved Councillors Herbert/Catherwood and Resolved:

“That Council does not approve to Clan Ayson funding for restoration of family graves at Warepa cemetery.

Councillor Cowie advised he had a conflict of interest in the next item.

Councillors agreed that future planning needs to be done by the Historical Society with a need to work on fixing the problem and a remodelling of the funding structure.

Council has a duty to liaise with all museums and develop a strategic plan for them all, perhaps with a curator across the district, however this needs to be taken one step further and look at a funding option for all museums and have this done before next year’s annual plan.

Moved Councillors Catherwood/McCall:

“That Council does not approve \$24,920 (+GST) in 2022/23 to South Otago Historical Society for curator salary funding.”

Vote: For 3, Against 11 – the motion was lost.

Moved Councillors Ludemann/Foster:

“That Council approves \$24,920 (+GST) in 2022/23 to the Combined Museums to use at their discretion for curator salary funding.

AND:

That funding of \$24,920 (+GST) in 2022/23 to the Combined Museums for curator salary funding be funded via the investment surplus.”

Vote: For 6, Against 8 – the motion was lost.

Moved Councillors Cowie/Vollweiler and Resolved:

“That Council approves \$24,920 (+GST) in 2022/23 to the South Otago Historical Society for curator salary funding.

AND:

That funding of \$24,920 (+GST) in 2022/23 to the South Otago Historical Society for curator salary funding be funded via the investment surplus.”

Moved Councillors Vollweiler/Finch and Resolved:

“That Council approves partnering with the Cancer Society to hold an Awareness Clinic with Clutha District Youth Council, South Otago Mountain Bike Club and Clutha Parks Trust.”

Councillors discussed the signage issue noting that this recommendation was supported by the Youth Council who are passionate in their efforts to reduce smoking and vaping.

Moved Councillors Vollweiler/Finch and Resolved:

That Council approves improving Smokefree/Vapefree signage at Council-owned facilities.”

Vote: For 13, Against 1 – Councillor Graham requested his vote be recorded.

13 COMMUNITY PLAN FUNDING REQUESTS – WEST OTAGO

The Community Facilities Asset Officer and the Senior Policy Advisor submitted a report which identifies options for Council to fund Our Place West Otago Community Plan projects as part of the Annual Plan 2022/23 process.

Councillor Felts left the meeting at 6.08pm and returned at 6.10pm.

During discussion of the next item Council staff advised that these projects had been identified during public consultation, so it was appropriate to consider funding for these now rather than wait another year.

Moved Councillors Vollweiler/Catherwood and Resolved:

“That Council receives the Community Plan Funding Requests – West Otago report.”

Moved Councillors McCall/Herbert and Resolved:

“That Council commits funding of \$220K in 2022/23 for confirmed Our Place West Otago projects funded from the investment surplus.

That Council approves funding from the investment fund surplus subject to individual project approval by Council:

- a. Bushyhill Street Playground: \$40K for 50% share of new play equipment.***
- b. Additional Recreational Facilities Investigation: \$50K for 50% share for a new facility.***
- c. Walking and Cycling Trails: \$20K for walking and cycling trail investigation.***
- d. Triangle Reserve Improvements: \$20k for a 50% share for enhancement of the Triangle Reserve.***

- e. **Residential Development: \$30k for investigation and community consultation on options to enable residential development.**
- f. **Whiskey Gully Improvements: \$30k for amenity improvements and pest eradication at the Whiskey Gully Reserve.**
- g. **Black Gully Improvements: 2022/2023, \$10K for amenity Improvements/Pest eradication at the Black Gully Reserve area.**
- h. **Main Street and Town Entrances Tapanui / Heriot: \$20K to work with and provide guidance/assistance to commercial building owners to improve general street appeal, and to work with the community to enhance town entrances."**

Councillor McCall apologised for the next session.

The meeting was adjourned at 6.19pm.

The meeting reconvened at 6.44pm.

Moved Councillors Graham/Ludemann and Resolved:

"That agenda item 17 be moved to agenda item 14."

14 REASONS TO MOVE TO PUBLIC EXCLUDED SESSION

Moved Councillors Vollweiler/Foster and Resolved:

"That Council resolves to exclude the public on the grounds contained in Appendix 1 of the Clutha District Council's Standing Orders under Sections A2 (i) and A2 (j)."

The meeting moved into public excluded session at 7.04pm.

The meeting moved out of public excluded session at 7.42pm.

15 WAS ITEM 14 IN AGENDA RUNNING ORDER: REMISSION OF SUIPS

The Finance Manager and Strategic Planning Manager submitted a report recommending Council update the rates remission policy to include remission of Separately Used or Inhabited Parts of a Rating Unit (SUIP) in certain circumstances, from 1 July 2022.

Moved Councillors Finch/Catherwood and Resolved:

"That Council receives the 'Remission of SUIPs Update' report.

That Council confirms the inclusion of the updated definition of a Separately Used or Inhabited Part of a Rating Unit (SUIP) in the Annual Plan 2022/23.

That Council approves the updates to the Policy on Rates Remission 2022.

That Council notes the commencement of the overall rating review."

16 WAS ITEM 15 IN AGENDA RUNNING ORDER: SCHEDULE OF FEES & CHARGES 2022/23

The Management Accountants submitted the Schedule of Fees & Charges for 1 July 2022 to 30 June 2023.

Councillors discussed having Seeing Eye Dogs differentiated from all other dogs in future schedules. The Chief Executive advised a council policy paper could be created initially until more work could be done around this. The Dog Bylaw is currently being consulted on with the Regulatory Bylaw.

A number of minor changes were discussed, and these were noted by council staff.

Moved Councillors Vollweiler/Catherwood and Resolved:

“That Council receives the ‘Schedule of Fees & Charges 2022/23’ report.

That Council adopts the Schedule of Fees and Charges for 1 July 2022 to 30 June 2023, subject to any changes that may arise prior to finalisation of the 2022/23 Annual Plan.

That Council adopts dog registration fees contained within the Schedule of Fees and Charges for 1 July 2022 to 30 June 2023 and publicly notifies these prior to 1 July 2022, in accordance with section 37(6) of the Dog Control Act 1996.”

17 WAS ITEM 16 IN AGENDA RUNNING ORDER: APPROVAL OF RESPONSES TO SUBMITTERS

The report asks Council to approve responses to submitters to the Annual Plan 2022/23.

Moved Councillors Finch/Felts and Resolved:

“That Council receives the ‘Approval of Responses to Submitters’ report.

That Council approves the attached Approval of Responses to Submitters to the Annual Plan 2022/23.”

Mayor Cadogan thanked all staff involved for their efforts in bringing the Annual Plan 2022/23 to this stage and Councillors for their robust debates and decision-making.

The meeting closed at 8.17pm.

Read and Confirmed

**B A Cadogan
MAYOR**

Clutha District Council

Minutes of the meeting of Clutha District Council held in the Council Chambers, 1 Rosebank Terrace, Balclutha on Thursday, 2 June 2022 commencing at 3.02pm.

Present His Worship the Mayor Bryan Cadogan, Councillors Stewart Cowie, Gaynor Finch (via zoom), Bruce Graham, John Herbert (via zoom), Alison Ludemann, Lloyd McCall (via zoom), Carol Sutherland, Jo-anne Thomson and Bruce Vollweiler (via zoom)

In Attendance Steve Hill (Chief Executive), Jules Witt (Group Manager Service Delivery), John Scott (Group Manager Corporate & Property), Diane Byars (Communications Coordinator) and Julie Gardner (Service Delivery Administrator)

Larissa Brown (Strategic Planning Manager), Debbie Duncan (Library/Service Centre Manager) – both left the meeting at 3.36pm

Apologies Councillors Wayne Felts, Mel Foster, Kenneth Payne

Absent Councillors Dane Catherwood, Selwyn Wilkinson

Moved Councillors Cowie/Sutherland and Resolved:

“That the apologies be sustained.”

DECLARATIONS OF INTEREST

There were no declarations of interest.

PUBLIC FORUM

There was no public forum.

LATE ITEMS

Moved Mayor Cadogan/Councillor Ludemann and Resolved:

“That the following items be added to the agenda for discussion:

- **Rural Supplies Technical Working Group**
- **Groundswell Meeting.”**

1 **BRUCE COMMUNITY FACILITY CONSULTATION**

The Group Manager Service Delivery and the Strategic Planning Manager submitted a report seeking Council approves consultation relating to options for the proposed Bruce Community Facility in Milton.

The Strategic Planning Manager advised of the new pricing that was received late yesterday and circulated to councillors ahead of the meeting.

Councillors expressed concerns regarding the price escalation as additional funding would need to be raised to accommodate the new pricing, however also acknowledged that while a further increase is likely, public perception is usually that the price would have doubled by completion.

There is a possible 3rd option to be considered which is to opt out and go back to the drawing board. It was also noted that the community need to be made aware of the ongoing costs of having these assets.

The Bruce Community Facilities Trust have worked very hard to get the project to this stage, so it is important the consultation goes ahead. If the community do not want either of the options presented, then this will be conveyed in their submissions.

Moved Mayor Cadogan/Councillor Sutherland and Resolved:

“That Council receives the ‘Bruce Community Facility Consultation’ report.”

Moved Councillors Graham/Finch and Resolved:

“That Council approves the Bruce Community Facility Consultation 2022 document, with the amendment as identified.”

Moved Councillors Finch/Graham and Resolved:

“That Council adopts the Bruce Community Facility Consultation 2022 document, or as amended, in accordance with the principles and requirements set out in the Local Government Act 2002 and with the Significance & Engagement Policy as follows:

- a. ***Bruce Community Facility consultation information in the Genesis, Clutha Leader, Blue Mountain Express, Tuapeka Times, The Star, The Ensign, and public notices in ODT and Southland Times.***

- b. Distribution of the proposed Bruce Community Facility consultation document via the Genesis and Tokomairiro school newsletter.**
- c. 'Feedback wall' hosted at the Tokomairiro Community Hub.**
- d. Information at Milton Community Library.**
- e. Distribution of information to Council offices and Community Libraries.**
- f. Information on Council's website.**
- g. Open night/meetings (2) in Milton (afternoon and evening) – 20 June 2022.**
- h. Facebook posts.**
- i. Provides an opportunity for written feedback during a period from 7 June to 7 July 2022.**
- j. Provides an opportunity to give verbal feedback on 14 July 2022."**

Moved Councillors Cowie/Graham and Resolved:

"That Council approves supporting information for the Bruce Community Facility Consultation 2022 document, as follows:

- a. Proposed Bruce Community Facility - Option 1/6 Lane Pool Facility Plans.**
- b. Proposed Bruce Community Facility - Option 1/8 Lane Pool Facility Plans.**
- c. Milton Community Library Bubble/Test Fit Plan**
- d. Milton Community Library Spatial Design Brief."**

Moved Mayor Cadogan/Councillor Ludemann and Resolved:

"That Council delegates to the Chief Executive the authority to approve any edits required to finalise the Bruce Community Facility Consultation 2022 and supporting documents prior to public release."

2 LONG-TERM PLAN PROJECTS UPDATE

The Capital Delivery Manager submitted a report requesting adjustment to projects budgets for the 2022/23 year based on scoping and pricing information received to date.

The Group Manager Service Delivery gave a further update on The Hub Pump Station explaining that this would be loan-funded with the loan being transferred to the new 3 Waters entity once this was up and running. Tender pricing has only recently been received with prices coming in higher than expected.

He also discussed the stormwater projects advising that some have come in on budget, and some over. These are not renewals but are to deal with capacity and there is the option to defer those that are over budget if Council wants to look at this option.

Moved Councillors Graham/Cowie and Resolved:

"That Council receives the 'Long-Term Plan Projects Update' report."

That Council notes an overall increase in the project budgets of \$1,671,890 to be included as part of the 2022/23 Annual Plan process for the Wastewater and Stormwater Upgrades with projects to be funded from wastewater and stormwater carry overs from 2021/22 and additional loan.

That Council approves the following budget changes for the 2022/23 Financial Year:

Project No	Description	Existing Budget 2022/23	Proposed Budget 2022/23
450023	Frances Street Stormwater	\$138,000	\$170,000
400047	Wilson Road Stormwater	\$0	\$270,000
450019	Clinton North Street Stormwater	\$0	\$236,000
400057	Rimu Street Sewer	\$185,000	\$270,000
400067	Chatham Street Sewer	\$150,000	\$180,000
450018	Chatham/Nore Street Stormwater	\$130,000	\$260,000
400080	The Hub Pump Station	\$0	\$1,250,000

LATE ITEMS

Rural Supplies Technical Working Group/Groundswell Meeting

Councillors had a brief discussion on the report that was released on Wednesday.

Mayor Cadogan thanked everyone for their support through the Vehicles on Beaches Bylaw consultation events as it was very emotive and had health & safety implications for both staff and Elected Members.

Elected members have received an invitation to attend the Groundswell meeting being held on Wednesday 8 June 2022.

Mayor Cadogan said that while it is important for the public to hear the truth about the 3 waters reform, he also acknowledged that their safety needed to be considered.

Some Councillors were prepared to attend the meeting but were also equally prepared to leave if it looked like it was getting out of control.

It was further commented that perhaps the local MP should be invited as they are the ones that will be voting on the 3 waters reform as local government rights have been removed, with councils being blamed for everything.

After considerable discussion and concerns about the safety of the Elected Members it was agreed that this would not be the best forum to attend.

All agreed that it was important that the public knows that Elected Members were invited and that while this has been declined, an invitation has been extended for representatives to meet with them outside of this meeting.

A pragmatic position paper needs to be written before any meeting goes ahead so that Council's position is understood.

Councillor Ludemann left the meeting at 4.05pm, rejoined at 4.07pm.

Moved Mayor Cadogan/Councillor Cowie and Resolved:

"That Council declines the invitation to attend the Groundswell meeting but extends an invitation to representatives to meet at Council with Elected Members."

The meeting closed at 4.22pm.

Read and Confirmed

**B A Cadogan
MAYOR**

Clutha District Council

Item for INFORMATION

Report	Corporate & Property Minutes
Meeting Date	23 June 2022
Item Number	9
Prepared By	Lilly Paterson – Corporate Services Administrator
File Reference	738403

REPORT SUMMARY

Attached are the unconfirmed minutes of the meeting of the Corporate & Property Committee held on 9 June 2022.

RECOMMENDATIONS

1. That the unconfirmed minutes of the Corporate & Property Committee held on 9 June 2022 be noted.

Corporate & Property Committee

Minutes of the meeting of the Corporate & Property Committee held in the Council Chambers, 1 Rosebank Terrace, Balclutha, on Thursday 9 June 2022, commencing at 1.31 pm.

Present His Worship the Mayor Bryan Cadogan (Chairperson), Councillors Dane Catherwood, Stewart Cowie, Mel Foster, Bruce Graham, John Herbert, Alison Ludemann, Lloyd McCall (via zoom), Carol Sutherland, Jo Anne Thomson, Selwyn Wilkinson, and Bruce Vollweiler.

In Attendance Steve Hill (Chief Executive), John Scott (Group Manager Corporate Services), Greg Bowie (Management Accountant), Debbie Duncan (Library Service Centre Manager), Sarah Bedford (Communications Manager), and Lilly Paterson (Corporate Services Administrator).

Apologies Councillor Felts, Finch, and Payne

***Moved Councillors Wilkinson/Thomson and Resolved:
"That the apologies be sustained."***

Chief Executive introduced Sarah Bedford (Communications Manager).

The meeting adjourned at 1.34 pm

The meeting re opened at 1.48 pm

DECLARATIONS OF INTEREST

URGENT BUSINESS

LATE ITEM

PUBLIC FORUM

There was no public forum.

1. MANAGEMENT ACCOUNTS REPORT

The Management Accounts Report for the period 1 July 2021 to 30 April 2022 was presented.

Moved Councillors Vollweiler/Catherwood and Resolved:

“That the Corporate & Property Committee receives the Management Accounts Report.”

2. INVESTMENT PORTFOLIO UPDATE REPORT

This report would normally show the movement in our investment portfolio from the month of April 2022 but due to recent losses we have extended the reporting backwards to April 2021.

Moved Councillors Cowie/Foster and Resolved:

“That the Corporate & Property Committee receives the Investment Portfolio Update report.”

3. COMMUNITY LIBRARIES REPORT

The Community Libraries report for April was presented.

Moved Councillors Catherwood/Ludemann and Resolved:

“That the Corporate & Property Committee receives the Community Libraries report.”

4. CORPORATE SERVICES REPORT

The Corporate Services Report was presented.

- The 2022 Telford Bursary recipients will be present at the 23 June 2022 Council Meeting to formally receive their bursary and address council.

Moved Councillors Thomson/Sutherland and Resolved:

“That the Corporate & Property Committee receives the Corporate Services Report.”

5. CORPORATE PROPERTIES UPDATE REPORT

The Corporate Properties Update Report to 26 May 2022 was presented.

Moved Councillors Cowie/Foster and Resolved:

“That the Corporate & Property Committee receives the Corporate Properties Update Report.”

6. DEVELOPMENT PROPERTIES UPDATE REPORT

The Development Properties Report as of 8 April 2022 was presented.

Moved Councillors Graham/Herbert and Resolved:

“That the Corporate & Property Committee receives the Development Properties Update report.”

7. CORPORATE & PROPERTY COMMITTEE WORK PROGRAMME REPORT

The Corporate & Property Work Programme Report was presented.

Moved Councillors Cowie/Ludemann and Resolved:

“That the Corporate & Property Committee receives the Corporate & Property Committee Work Programme report.”

8. MOA FLAT RURAL WOMAN COUNCIL REIMBURSEMENT REPORT

The Moa Flat Rural Woman Group Reimbursement of Council fees and charges for hire of the Heriot & Districts Community Centre for a reunion of past members for the groups 90th birthday was presented for approval as it was outside of policy.

Moved Councillors Ludemann/Herbert and Resolved:

“That the Corporate & Property Committee receives the Moa Flat Rural Woman Council Reimbursement report.

That the Corporate & Property Committee approves a reimbursement of \$130.00 for the Heriot & Districts Community Centre hire fees and notes that this is not strictly in accordance with policy.

“That the Corporate & Property Committee recommends to council that the fees reimbursement policy be amended from a 3 month time frame to a 6 month time frame.”

Favour – 9

Against – 3

Motion was carried

The meeting closed at 2.31 pm.

Confirmed

Bryan Cadogan
Mayor

Clutha District Council

Item for CONFIRMATION

Report	Service Delivery Committee Minutes
Meeting Date	23 June 2022
Item Number	10
Prepared By	Julie Gardner – Service Delivery Administrator
File Reference	737692

REPORT SUMMARY

Attached are the minutes of the meeting of the Service Delivery Committee held on 23 June 2022.

RECOMMENDATIONS

1. That the minutes of the meeting of the Service Delivery Committee held on 23 June 2022 be approved as a true and correct record.

Service Delivery Committee

Minutes of the meeting of the Service Delivery Committee held in the Council Chambers, 1 Rosebank Terrace, Balclutha on Thursday, 9 June 2022, commencing at 1.34pm.

Present Councillor Bruce Graham (Chairman), His Worship the Mayor Bryan Cadogan, Councillors Dane Catherwood, Stewart Cowie, Mel Foster, John Herbert, Alison Ludemann, Lloyd McCall (via zoom), Carol Sutherland, Jo-anne Thomson, Bruce Vollweiler and Selwyn Wilkinson.

In Attendance Steve Hill (Chief Executive), Jules Witt (Group Manager Service Delivery), Gerry Essenberg (Capital Delivery Manager), Henri van Zyl (Transportation & Facilities Operations Manager), Thyagu Gopalan (Water & Waste Operations Manager), Sarah Bedford (Communications Manager), Sharon Cousins (Project Manager) and Julie Gardner (Service Delivery Administrator).

Apologies Councillors Wayne Felts, Gaynor Finch, Kenneth Payne

Moved Councillors Wilkinson/Herbert and Resolved:

"That the apologies be sustained."

LATE ITEMS

There were no late items.

PUBLIC FORUM

There was no public forum.

DECLARATIONS OF INTEREST

There were no declarations of interest.

1. VERBAL SUBMISSIONS TO THE DRAFT KAITANGATA RESERVE MANAGEMENT PLAN

Representatives from the Kaitangata & District Promotions Board gave a verbal update on their submission to the Draft Kaitangata Reserve Management Plan.

It was noted that the plan had been read by members of the Promotions and Museum groups who all agreed that it had been very well-written.

Having areas of interest gazetted was highlighted as well as –

- Cemetery drainage issues
- Memorial Garden reclassification
- Kaitangata Pool upgrades and options
- Recreation Reserve profits – was explained that these go towards offsetting the Kaitangata Parks & Reserves rates.

The meeting was adjourned at 1.47pm.

The meeting was reconvened at 2.34pm.

2. ROW EASEMENT OVER RESERVE LAND – WAIHOLA

The Transport & Facilities Operations Manager submitted a report which provides further information regarding a request from a property owner opposite 76 Greenwich Street, Waihola to be granted a right of way easement across Council recreation reserve ground (Section 25, Block V, Town of Waihola).

The original request was presented to the Service Delivery Committee meeting on 3 February 2022.

Mayor Cadogan left the meeting at 2.35pm.

Moved Councillors Vollweiler/Herbert and Resolved:

“That the Service Delivery Committee receives the ‘ROW Easement over Reserve Land - Waihola’ report, dated 9 June 2022.”

Moved Councillors Vollweiler/Wilkinson and Resolved:

“That the Service Delivery Committee agree to grant an easement for a right of way over reserve Section 25, Block V, Town of Waihola.”

Vote: For 10, Against 1 – Councillor Cowie requested his vote be recorded.

Moved Councillors Sutherland/Catherwood:

“That the Service Delivery Committee agree to compensation for the loss in usable land as a result of the easement to the value of \$5,000.”

Vote: For 3, Against 7 – the motion was lost.

Mayor Cadogan rejoined the meeting at 2.44pm.

3. STOCK UNDERPASS EXEMPTIONS – TOROPUKE LTD – ABRAM ROAD

The Transport & Facilities Operations Assistant submitted a request from Toropuke Ltd for stock crossing permits on Abram Road-Paradise Flat Road and Abram Road-Doherty Road and recommends the granting of new stock underpass exemptions.

Moved Councillors Herbert/Wilkinson and Resolved:

“That the Service Delivery Committee receives the ‘Stock Underpass Exemptions – Toropuke Ltd – Abram Road’ report, dated 9 June 2022.

That the Service Delivery Committee grants a Stock Underpass Exemption for Toropuke Ltd farming operation on Abram Road-Paradise Flat Road to be reviewed together with the balance of all the other Stock Underpass Exemptions which expire on 1 December 2025.

That the Service Delivery Committee grants a Stock Underpass Exemption for Toropuke Ltd farming operation on Abram Road-Doherty Road to be reviewed together with the balance of all the other Stock Underpass Exemptions which expire on 1 December 2025.”

4. LAWRENCE TRANSFER STATION RELOCATION

The Waste Minimisation Officer submitted a report providing site options for the relocation of the Lawrence Transfer Station.

As Laura was not in attendance the Group Manager Service Delivery spoke to the item.

Councillor Foster advised that the LTCB had met earlier in the week at the site and agreed that Waipori road on the roadside was not an option but they were in favour of Waipori Road behind the golf club equipment yard. She also commented that this was the golf club’s preferred option as well.

Councillors would like the site to be long-term not short-term, however it is noted that the area near the WWTP is the preferred option but it cannot currently be used as this would need a change to the RMP which has only recently been adopted. This option could be 5-7 years away.

Moved Councillors Foster/Cowie and Resolved:

“That the Service Delivery Committee receives the ‘Lawrence Transfer Station Relocation’ report, dated 9 June 2022.

That the Service Delivery Committee confirm the site for the new Lawrence Transfer Station is Waipori Road, behind the golf club equipment yard.”

5. ORGANISATIONAL PERFORMANCE - SERVICE DELIVERY

The Group Manager Service Delivery presented the Organisational Performance report for information. The report includes customer service reporting statistics and information on customer and contractor response times.

Moved Councillors Vollweiler/Foster and Resolved:***“That the Service Delivery Committee receives the ‘Organisational Performance - Service Delivery’ report, dated 9 June 2022.”*****6. GROUP MANAGER’S UPDATE**

The Group Manager Service Delivery submitted a report which set out his activities since the last meeting of the Committee.

Items discussed were –

- NZTA catchup to discuss programmes and budgets – these are usually 6-monthly.
- Milton main street complaints – trucks bouncing over manholes – currently not on a work programme.
- Use of Antenno should be encouraged.

Moved Councillors Foster/Ludemann and Resolved:***“That the Service Delivery Committee receives the ‘Group Manager’s Update’ report 9 June 2022.”*****7. OPERATIONS UPDATE – TRANSPORTATION & FACILITIES**

The Transport & Facilities Operations Manager submitted a report advising on operational matters within the Department.

There was discussion on the following –

- Decline of numbers at Milton swimming pool.
- Healthy Homes compliance progressing well.
- Balclutha Pool – issues with recruiting staff – have Jobbortunities been approached? Shift work does not suit everyone and there is also a minimum swimming requirement that needs to be met.
- Saturday morning pool opening and Sundays – may mean that it is not open over the lunch times on these days.
- Northern bridge entrance needs refurbished – NZTA to be approached.
- Clinton Public Toilets vandalism – do we have details on how often this is happening, and can cameras/signage be installed as a deterrent?

Moved Councillors Cowie/Catherwood and Resolved:***“That the Service Delivery Committee receives the ‘Operations Update – Transportation & Facilities’ report dated 9 June 2022.”***

8. OPERATIONS UPDATE – WATER & WASTE

The Water & Waste Operations Manager submitted a report advising on operational matters within the Department. This is Thyagu's last report in this role as he moves to the role of Infrastructure Strategy Manager.

There was discussion on the following –

- 2 E.coli failures that are under investigation – waiting on report from contractor.
- Trade Waste numbers were discussed – decline can be due to land use change.
- I&I Inspection Programme – those requiring further investigation will be done once the district-wide inspections have been completed.

Moved Councillors Cowie/Vollweiler and Resolved:

“That the Service Delivery Committee receives the ‘Operations Update – Water & Waste’ report dated 9 June 2022.”

9. INFRASTRUCTURE STRATEGY UPDATE

The Infrastructure Strategy Manager submitted a report advising on matters within the Department.

There was discussion on the following –

- Clydevale Bore – Outback Contracting with completion date 22 August 2022.
- Greenfield Bore progress.

Moved Councillors Herbert/Wilkinson and Resolved:

“That the Service Delivery Committee receives the ‘Infrastructure Strategy Update’ report dated 9 June 2022.”

10. CAPITAL DELIVERY UPDATE

The Capital Delivery Manager submitted a report advising on matters within the Department. This was Gerry's last report in this role as he moves to a senior role in the Water & Waste Team.

There was discussion on the following -

- Glenkenich WTP progressing well. Commissioning date is September/October.
- Taylor Park Cabins – on hold due to covid situation at OCF.

Moved Councillors Thomson/Vollweiler and Resolved:

“That the Service Delivery Committee receives the ‘Capital Delivery Update’ report dated 9 June 2022.”

11. COMPLIANCE UPDATE REPORT

The Group Manager Service Delivery submitted a report advising on all compliance-related issues across the Department.

Moved Councillors Herbert/Vollweiler and Resolved:

“That the Service Delivery Committee receives the ‘Compliance Update’ report dated 9 June 2022.”

12. COMMUNITY PROJECTS UPDATE REPORT

The Project Manager – Community Plan Implementation submitted a report updating the Committee on progress with projects identified through the Our Place Community Plan process.

Sharon Cousins was in attendance to speak to the item and advised that this would be her last report as she is leaving the district. She expressed her thanks to everyone who has worked on the community projects with her, stating that this has been a great district to live in and work with.

Councillors wished her well on her move and thanked her for all the effort she had put in to working with all the community groups.

There was discussion on the following –

- Carpark design costing – pricing still to be confirmed.

Moved Councillors Thomson/Sutherland and Resolved:

“That the Service Delivery Committee receives the ‘Community Projects Update’ report dated 9 June 2022.”

The meeting closed at 3.34 pm.

Confirmed

Bruce Graham
CHAIRPERSON

Clutha District Council

Item for CONFIRMATION

Report	Regulatory and Policy Committee Minutes
Meeting Date	23 June 2022
Item Number	11
Prepared By	Wendy Copeland – Regulatory Services Administrator
File Reference	738061

REPORT SUMMARY

Attached are the minutes of the meeting of the Regulatory and Policy Committee held on 23 June 2022.

RECOMMENDATIONS

1. That the minutes of the meeting of the Regulatory and Policy Committee held on 23 June 2022 be approved as a true and correct record.

Regulatory and Policy Committee

Minutes of the meeting of Regulatory and Policy Committee held in the Council Chambers, 1 Rosebank Terrace, Balclutha, on Thursday 2 June 2022, commencing 3.57pm

Present Councillor Bruce Vollweiler (Chairman), Mayor Bryan Cadogan, Councillors Dane Catherwood, Stewart Cowie, Mel Foster, Bruce Graham, John Herbert, Alison Ludemann, Lloyd McCall (via Teams), Carol Sutherland, Jo-anne Thomson and Selwyn Wilkinson

In Attendance Steve Hill (Chief Executive), Ian McCabe (Group Manager Planning and Regulatory), Wendy Copeland (Regulatory Services Administrator), Larissa Brown (Strategic Planning Manager), Fraser McRae (Planning Consultant)

Apologies: Councillors Wayne Felts, Ken Payne, Gaynor Finch

Moved Councillors Graham / Thomson and Resolved:

“That the apologies be sustained.”

DECLARATIONS OF INTEREST

There were no declarations of interest.

URGENT BUSINESS

There was no urgent business.

1. GROUP MANAGER’S REPORT

The Group Manager Regulatory and Planning submitted a report updating the Committee on the following matters:

1. Manager’s Activity
2. Building Control
3. Animal Control
4. Enforcement and Monitoring

5. District Licensing Committee
6. Planning/Resource Consents
7. Freedom Camping
8. Staffing.

The Chief Executive gave a verbal update on the Planning Review that was underway.

Moved Councillors Herbert / Sutherland and Resolved:

'That the Regulatory and Policy Committee receives the report titled 'Manager's Report', dated 9 June 2022.'

2. STRATEGIC PLANNING MANAGER'S REPORT

The Strategic Planning Manager and Senior Policy Advisor (GHC) jointly submitted a report providing updating the Committee on the following matters:

1. Activity
2. Our Place Community Plans
3. Annual Plan
4. Bylaw Update
5. Policy Update

Moved Councillors Wilkinson / Sutherland and Resolved:

'That the Regulatory and Policy Committee receives the 'Strategic Planning Manager's report' dated 9 June 2022.'

3. BUILDING STATISTICS

Regulatory Services Administrator providing building statistics and comparisons for April & May 2022.

Moved Councillors Herbert / Catherwood and Resolved:

'That the Regulatory and Policy Committee receives the report titled 'Building Statistics', dated 9 June 2022.'

The meeting closed at 4.23pm

Confirmed

Bruce Vollweiler
CHAIRMAN

UNCONFIRMED

Clutha District Council

Item for INFORMATION

Report	West Otago Community Board Minutes
Meeting Date	23 June 2022
Item Number	12
Prepared By	Julie Gardner – Service Delivery Administrator
File Reference	737693

REPORT SUMMARY

Attached are the unconfirmed minutes of the meeting of the West Otago Community Board held on 25 May 2022.

RECOMMENDATIONS

1. That the unconfirmed minutes of the meeting of the West Otago Community Board held on 25 May 2022 be noted.

West Otago Community Board

Minutes of the meeting of West Otago Community Board held in the West Otago Community Centre, Suffolk Street, Tapanui on Wednesday 25 May 2022, commencing at 10.35am.

Present	Barbara Hanna (Chairperson), Cecil Crawford, Councillor John Herbert, Councillor Lloyd McCall, Linda Roulston and Sue Wink.
In Attendance	His Worship the Mayor Bryan Cadogan, Jules Witt (Group Manager Service Delivery), Mike Goldsmith (Senior Policy Advisor) and Julie Gardner (Service Delivery Administrator).
Apologies	Antony Robertson, Bruce Robertson Moved L Roulston/Councillor McCall and Resolved: “That the apologies be sustained.”

The Chairperson welcomed everyone to the meeting.

PUBLIC FORUM

West Otago Community Centre - Hans van der Linden & Robert Kane

Presented costings to-date on the repairs to the roof and seeking feedback from the WOCB. Highlighted the following:

- Nearly through reroofing of stage 1 – theatre, green room – Calder Development have done this work.
- Emphasised using proven roofing materials to avoid leaking etc.
- Would like to move on to stage 2 – main hall, gymnasium and squash courts. Estimate has been received for a ballpark figure.
- Leaks starting to get into infrastructure.
- Looking for guidance from WOCB as to how to proceed.
- Reroofing is the main priority to fix the leaking issues.
- Target Better Off Funding Tranche 2 - available July 2024, Annual Plan discussion for 2023/24.
- Looking at other funding avenues – eg. Community Trust of Southland.

1 WEST OTAGO COMMUNITY BOARD MINUTES

The minutes of the meeting of the West Otago Community Board held on 13 April 2022 were presented for the Board's confirmation.

Moved Councillor Herbert/S Wink and Resolved:

"That the West Otago Community Board confirms the minutes of the meeting held on 13 April 2022 as a true and correct record."

2 WORK IN PROGRESS UPDATE

The Service Delivery Administrator submitted a report that updated the Community Board on progress in relation to issues that had been raised at previous meetings.

2.1 Projects

2.1.1 Christmas Tree

This item is to stay on the work in progress. – discuss in Our Place West Otago conversations. (Continue to be a WIP)

2.2 Items to stay on WIP

2.2.1 Hancox Park

Included in Our Place West Otago discussions. Lease renewal 31 August 2022.

2.2.2 Land around Sewerage Pond

Lease to be advertised in Blue Mountain Express.

2.3 Aitchison Runs Road Grade Adjustment

This was discussed at the May meeting, with no issues notified to council staff to-date. The road will continue to be monitored over the winter months.

2.4 Our Place West Otago

Mike Goldsmith presented an update on progress with the Our Place Projects.

Council allocated \$220K to identified projects in the Annual Plan decision meeting on 19 May 2022. These are presented in a report which could go to the Regulatory & Planning Committee on 9 June 2022.

A directive was provided by the Community Board that Council should defer adoption of the Our Place West Otago Community Plan, pending additional consultation and an implementation-focused workshop with the community.

It was agreed that a public meeting would be held on Monday 27 June 2022, identifying those that have expressed an interest in specific projects prior to the meeting, then advertising to encourage all interested parties to attend.

2.5 Stop Signs – Boundary Street/Surrey Street

Landowner has agreed to remove the blue gum at this intersection as part of the Patterson's Creek upgrade which will also improve visibility.

To be removed from WIP.

2.6 Dog Issues

Dog Park included in Our Place West Otago.

Remove from WIP.

2.7 Station Road Trees/Tapanui Trees

As there will be a consultation process, WOCB to identify other trees that require feedback before advertising in the BME.

2.8 St John West Otago

A thank you letter was received on 24 May 2022 and circulated to the Community Board.

Moved L Roulston/S Wink and Resolved:

"That the West Otago Community Board receives the Work in Progress Update report."

3 MAYORAL UPDATE

His Worship the Mayor Bryan Cadogan gave a verbal update on:

- Countdown official opening
- Annual Plan – 3.95% rate increase, maintained 4% rates cap, even though our investment funds didn't perform that well.
- Better Off funding - \$3.9K to be distributed to Balclutha and Milton projects.
- Groundswell email circulating – campaigning for Councils to leave Local Government NZ.
- Encouraged Board members to highlight to their communities whether they were standing or retiring at the next election.

4 SERVICE DELIVERY UPDATE

The Group Manager Service Delivery submitted a report of activities in respect to the Service Delivery Department.

The following items were discussed –

- Roading Maintenance Contract – approved by Council, minor details still to be finalised before final announcement.
- Inflow & Infiltration Inspections – staggering of letters so not out all at once. No voluntary targeted rate at this stage so if major work needs done some can't

afford to do it. Still at least 18 months to 2 years before the entire district is completed.

- Trade Waste applications – working through these with individuals, this is ongoing.
- Glenkenich RWS upgrade progressing.

Moved L Roulston/Councillor McCall and Resolved:

“That the West Otago Community Board receives the Service Delivery Update Report.”

5 REVENUE & EXPENDITURE REPORT

The Management Accountant submitted a copy of the Revenue and Expenditure Statement for the activities within the West Otago Community Board’s area for the period 1 July 2021 to 30 April 2022.

The WOCB discussed funding for the West Otago Community Centre before agreeing that there needed to be a formal approach from the WOCC committee. An agenda item will be prepared for the July meeting. Councillor Herbert is to coordinate this.

Moved S Wink/C Crawford and Resolved:

“That the West Otago Community Board receives the Revenue and Expenditure report.”

6 CORRESPONDENCE

The Service Delivery Administrator presented correspondence received and sent since the last Community Board meeting.

Inwards Correspondence

- TWO Promotions – complaint re Main Street Building.

The Group Manager Service Delivery advised that unless it was deemed unsafe there is nothing that Council or the Board can legally do, however this will be raised with Building Control staff for feedback and then advised to the correspondent.

Moved L Roulston/Councillor Herbert and Resolved:

“That the West Otago Community Board receives the Correspondence report.”

7 CORPORATE SERVICES REPORT

The Corporate Services Administrator submitted a report that covered activities of the Corporate Services Department in the past period including funding schemes.

Moved Councillors McCall/Herbert and Resolved:

“That the West Otago Community Board receives the Corporate Services Report.”

8 BUILDING REPORT

The Regulatory Administrator submitted a report on building consents for March & April 2022.

Moved L Roulston/S Wink and Resolved:

“That the West Otago Community Board receives the Building Consent Statistics for March & April 2022 report.”

The meeting closed at 12.21pm.

Confirmed

**Barbara Hanna
CHAIRPERSON**

Clutha District Council

Item for INFORMATION

Report	Lawrence/Tuapeka Community Board Minutes
Meeting Date	23 June 2022
Item Number	13
Prepared By	Julie Gardner – Service Delivery Administrator
File Reference	737698

REPORT SUMMARY

Attached are the unconfirmed minutes of the meeting of the Lawrence/Tuapeka Community Board held on 25 May 2022.

RECOMMENDATIONS

1. That the unconfirmed minutes of the meeting of the Lawrence/Tuapeka Community Board held on 25 May 2022 be noted.

Lawrence/Tuapeka Community Board

Minutes of the meeting of the Lawrence/Tuapeka Community Board held at the Lawrence Service Centre, Peel Street, Lawrence on Wednesday 25 May 2022, commencing at 3.00pm.

Present Geoff Davidson (Chairperson), Lindy Chinnery, Tim Dickey, Councillor Mel Foster, Matthew Little and Garry McCorkindale

In Attendance His Worship the Mayor Bryan Cadogan, Jules Witt (Group Manager Service Delivery) and Julie Gardner (Service Delivery Administrator)

Sharon Cousins (Project Manager – Community Plan Implementation)

Apologies Suzanne Stephenson

Moved Councillor Foster/M Little and Resolved:

“That the apologies be sustained.”

The Chairperson welcomed everyone to the meeting.

PUBLIC FORUM

Heritage NZ - Nick Dixon & Sarah Gallagher

Presentation on Enhancing and protecting Lawrence’s heritage included the following:

- Outlined what Heritage NZ does and the process to go through to apply the historic term to a specific place or area.
- Negotiated covenants also help to protect a place, goes on title and protects property into the future.
- Covers anything fixed to the ground unless it’s a shipwreck.
- Heritage benefits identity and wellbeing.
- Restoring a building is the greener option instead of knocking it down and rebuilding – Sustainability!
- Adapt heritage buildings for modern use - Adaptive reuse of buildings!
- Placemaking – support the destination plan, develop a strong heritage brand, point of difference/distinction eg home of goldmining, 3 communities coming together.
- Requires collaboration between property owners and businesses and effective advocacy with funders and decision makers.

- Bigger picture – Maori & Chinese communities, mining landscape, physical/historical links with main centres in Otago.
- Next steps – community needs to agree this is the way forward if it is going to progress. Proposal is important. – what is the story of Lawrence?? Narrative is important.

Tim Dickey left the meeting at 3.58pm.

1 LAWRENCE/TUAPEKA COMMUNITY BOARD MINUTES

The minutes of the meeting of the Lawrence/Tuapeka Community Board held on 13 April 2022 were presented for the Board’s confirmation.

Moved L Chinnery/M Little and Resolved:

“That the minutes of the meeting of the Lawrence/Tuapeka Community Board held on 13 April 2022 be approved as a true and correct record.”

2 WORK IN PROGRESS

The Service Delivery Administrator submitted a report that updated the Community Board on progress in relation to issues that had been raised at previous meetings.

2.1 Gabriels Gully Walkway

Contractor to install 2 culverts when next on site – weather dependent.

2.2 Extension of Cycle Trail

Contractors now working at Waiholo end of Cycle Trail, still a gap between Waitahuna and Lawrence which is waiting to be progressed.

2.3 Wetherstons Creek

ORC Eco Fund application has not progressed for various reasons however ORC is very supportive of the planting program.

OCF can supply plants if LTCB supply the seeds for propagation.

2.4 Steep Street Domain

WIP. Working Group would like to clear area and do earthworks before progressing the seating. Look to use leftover balance of funding from original Steep Street monies.

2.5 Tuapeka Transport Ltd – Transfer Site and Entranceways

Transfer Station – report to next Service Delivery meeting for confirmation of site.

Entranceways – will be progressed now that the contract renewals have been finalised.

2.6 Boarded up Shop – Ross Place

WIP.

2.7 Zig Zag Track Maintenance

Onsite meeting 25/5 to discuss options for the track.

Various options were discussed for the track including a retaining nib wall and what type of surfacing, as well as the inclusion of a seating area part way down. Now need to look at pricing and planning the work utilising a local contractor if possible.

2.8 Chinese Memorial Section – Lawrence Cemetery

Have had further contact with Adrienne Shaw, she would like some changes to the mock ups, so waiting to hear back from her.

2.9 Picnic Kiosks

WIP.

2.10 Whitehaven Street Playground

\$70K approved at Annual Plan submission meeting, this will be confirmed at 23 June Council meeting.

Fencing being done first then 2nd stage for equipment which will involve fundraising. Prospectus also being done to send around to businesses etc. for sponsorship.

Approximately \$295K for installation of equipment/safety surfacing, \$45K for fencing.

2.11 Possible Land Purchase – Beaumont Highway

This can be removed from the WIP.

2.12 Freedom Camping Site Trial

Onsite meeting with LTCB and Freedom Camping Ranger to be arranged before the next meeting on 6 July.

2.13 Cemetery Maintenance

Council's contractor advised that tree trimming is underway and will be completed on 31 May 2022.

Discussed having Trustees/Friends of the Cemetery as an option for the maintenance of the cemetery especially in light of the recent Heritage discussions. Important to remember that graves are owned by the families so need to be mindful of this before touching any headstones or graves.

Notice to go in Tuapeka Times advising of reenergising Friends of Cemetery Group and see what response there is.

Moved G McCorkindale/L Chinnery and Resolved:

“That the Lawrence/Tuapeka Community Board receives the Work in Progress Update report.”

3 SERVICE DELIVERY UPDATE

The Group Manager Service Delivery submitted a report on activities in respect to the Service Delivery Department.

The following items were discussed:

- Roading contract has been approved by Council – just waiting on legal review before confirming.
- Greenspace – clearing of leaves etc. Ditch at top of zigzag track blocks with leaves, lodge CSR to get this cleared.
- Gravelling is currently underway.

Moved Councillor Foster/M Little and Resolved:

“That the Lawrence/Tuapeka Community Board receives the Service Delivery Update Report.”

4 REVENUE & EXPENDITURE REPORT

The Management Accountant submitted a copy of the Revenue and Expenditure Statement for the activities within the Lawrence/Tuapeka Community Board’s area for the period 1 July 2021 to 30 April 2022.

Moved L Chinnery/Councillor Foster and Resolved:

“That the Lawrence/Tuapeka Community Board receives the Revenue and Expenditure report.”

5 CORPORATE SERVICES REPORT

The Corporate Services Administrator submitted a report that covered activities of the Corporate Services Department in the past period including funding schemes.

Moved G McCorkindale/M Little and Resolved:

“That the Lawrence/Tuapeka Community Board receives the Corporate Services report.”

6 BUILDING REPORT

The Regulatory Administrator submitted a report on building consents for March & April 2022.

Moved L Chinnery/Councillor Foster and Resolved:

“That the Lawrence/Tuapeka Community Board receives the Building Consent Statistics for March & April 2022 report.”

7 OUR PLACE COMMUNITY PLAN PROJECTS UPDATE

The Project Manager – Community Plan Implementation provided an update on progress with Community Projects as outlined in Our Place Lawrence-Tuapeka Plan Projects 18 March 2021.

The Group Manager Service Delivery noted that this update was written before the Annual Plan decisions meeting with approved funding to be confirmed on 23 June 2022.

Moved M Little/G McCorkindale and Resolved:

“That the Lawrence/Tuapeka Community Board receives the Our Place Community Plan Projects Update report.”

8 MAYORAL UPDATE

His Worship the Mayor Bryan Cadogan gave a verbal update on:

- Annual Plan – 3.95% rate increase, maintained 4% rates cap, even though our investment funds didn't perform that well.
- Better Off funding - \$3.9K to be distributed to Balclutha and Milton projects.
- Groundswell email circulating – campaigning for Councils to leave Local Government NZ.
- Rural Water Working Party – meetings and debate have been ongoing.
- Encouraged Board members to highlight to their communities whether they were standing or retiring at the next election.

LATE ITEM

Peace Garden

Received funding during the Annual Plan process so Lindy Chinnery would like the LTCB to consider a 'Friends of the Peace Garden' group who would keep an eye on the garden with plantings and any maintenance work that needs done.

Lindy has offered to progress this.

The meeting closed at 4.50pm.

Confirmed

Geoff Davidson
CHAIRPERSON

UNCONFIRMED

Clutha District Council

Item for INFORMATION

Report	Risk & Assurance Minutes
Meeting Date	23 June 2022
Item Number	14
Prepared By	Lilly Paterson – Corporate Services Administrator
File Reference	738402

REPORT SUMMARY

Attached are the unconfirmed minutes of the meeting of the Risk & Assurance Committee held on 9 June 2022.

RECOMMENDATIONS

1. That the unconfirmed minutes of the Risk & Assurance Committee held on 9 June 2022 be noted.

Risk & Assurance Committee

Minutes of the meeting of Risk & Assurance Committee held in the Council Chambers, 1 Rosebank Terrace, Balclutha on Thursday 9 June 2022, commencing at 10.37 am.

Present	Stephen Halliwell (Chairperson), His Worship the Mayor Bryan Cadogan, Councillors Stewart Cowie, John Herbert, Bruce Graham, Alison Ludemann, and Bruce Vollweiler.
In Attendance	Steve Hill (Chief Executive), John Scott (Group Manager Corporate Services), Christina Johnston (Risk Management Support Officer), Juanita Victor (PWC), Greg Bowie (Management Accountant), Trey Willis-Croft (Management Accountant Trainee), Councillors Lloyd McCall (via zoom), Jo Anne Thomson and Lilly Paterson (Corporate Services Administrator).
Apologies	Councillors Ken Payne, Gaynor Finch and Wayne Felts <i>Moved Councillor Cowie/His Worship the Mayor Cadogan and Resolved:</i> <i>“That the apologies be sustained.”</i>

DECLARATIONS OF INTEREST

There were no Declarations of Interests

URGENT BUSINESS

There was no urgent business.

PUBLIC FORUM

There was no public forum.

1. CONFIRMATION OF MINUTES

The minutes of a meeting of the Risk & Assurance Committee held on 28 April 2022 were submitted for confirmation.

Moved Councillors Herbert/Vollweiler and Resolved:

“That the Risk & Assurance Committee confirms as a true and correct record the minutes of the Risk & Assurance Committee held 28 April 2022.”

2. HEALTH AND SAFETY, RISK MANAGEMENT AND MAJOR PROJECTS REPORT

The Health and Safety, Risk Management and Major Projects Report was presented since the last meeting.

- Discussion was held round whether or not the Elected members should be included in the safety and wellbeing support, that council provides for staff. Christina will take to the Health & Safety Committee for further discussion.
- Noted that there is concern around the wording and the additional pressures of the sentence “increased senior management scrutiny, “ In the risk management register.

Juanita from PWC was present at the meeting to discuss appendix A of the Risk Management Support Officers report.

Moved His Worship the Mayor Cadogan/Councillor Vollweiler and Resolved:

“That the Risk & Assurance Committee receives the Health and Safety, Risk and Major Projects Report.”

Moved Councillors Vollweiler/Ludemann and Resolved:

“That the Risk & Assurance Committee supports the direction of the PWC reported May 2022.”

The Risk Management Support Officer left the meeting at 11.28 am.

3. TREASURY MANAGEMENT REPORT

The latest Treasury Management Report was tabled for information.

- New borrowing of \$6.8m to fund the grant to the Clutha Community Hub is forecast in June.

Moved Councillors Cowie/Vollweiler and Resolved:

“That the Risk & Assurance Committee receives the Treasury Management Report.”

4. ANNUAL PLAN PERFORMANCE MONITORING REPORT

The Management Accounts and Non-Financial Key Performance Indicators (KPIs) for April 2022 were tabled.

Moved Councillors Herbert/Ludemann and Resolved:

“That the Risk & Assurance Committee receives the Annual Plan Performance Monitoring report.”

5. CONFLICTS OF INTEREST REPORT

The May 2022 Conflicts of Interest Declaration Register (Members Interest register) for elected members (council and community boards), the chief executive and group managers was tabled.

- Since the publishing of the agenda Councillor Felts added to his declaration.

Moved His Worship the Mayor Cadogan/Councillor Vollweiler and Resolved:

“That the Risk and Assurance Committee receives the Conflicts of Interest Register for Elected Members and Executive Management Report.”

6. RISK & ASSURANCE COMMITTEE WORK PROGRAMMME UPDATE

The Work Programme was presented with actions completed.

Moved Councillors Ludemann/Cowie and Resolved:

“That the Risk & Assurance Committee receives the Risk & Assurance Committee Work Programme report.”

7. REASONS TO MOVE TO PUBLIC EXCLUDED

The Risk & Assurance Committee resolved to exclude the public from part of the proceedings for:

1. To confirm the Public Excluded Minutes from the previous meeting
2. To discuss the Council Insurance Report

Under Sections A2(b)(ii), A2(c)(i) and A2(g) contained in Appendix 1 of the Clutha District Council’s Standing orders.

Moved Councillor Vollweiler/Herbert and resolved:

“That the Risk & Assurance Committee resolves to exclude the public on the grounds contained in Appendix 1 of the Clutha District Council’s Standing Orders under Sections A2(b)(ii), A2(c)(i), A2(g) & A2h.”

The meeting moved into Public Excluded session at 11.44 pm.

The meeting moved back into public session at 11.58 am.

The meeting closed at 11.58 am.

Read and Confirmed

Stephen Halliwell
CHAIRPERSON

UNCONFIRMED

Clutha District Council

Item for INFORMATION

Report	Youth Council Minutes
Meeting Date	23 June 2022
Item Number	15
Prepared By	Lilly Paterson – Corporate Services Administrator
File Reference	738401

REPORT SUMMARY

Attached are the unconfirmed minutes of the meeting of the Clutha District Youth Council held on 16 May 2022.

RECOMMENDATIONS

1. That the unconfirmed minutes of the Youth Council meeting held on 16 May 2022 be noted.

Youth Council

Minutes of the meeting of Youth Council of the Clutha District Council held in the Council Chambers, 1 Rosebank Terrace, Balclutha, on Monday 16 May 2022 commencing at 6.06 pm.

Present Youth Councillors Ryan Williams (Chairperson), Nancy Antill, Mirissa Burgess, Lucious Mann, Isabella Jenks, Caitlin McDonald, Lilly Paterson, Yui Nakajima, Councillor Gaynor Finch and Councillor Ken Payne.

In Attendance His Worship the Mayor Bryan Cadogan, Steve Hill (Chief Executive), Jean Proctor (Community Support & Development Advisor), Margaret Cardno (Clutha District Youth Worker), Linda Buxton (Cancer Society) and Lilly Paterson (Corporate Services Administrator).

Apologies Youth Councillor Brayden Ferguson and Briana Wicks

Moved Youth Councillors Paterson/McDonald and Resolved:

“That the apologies be sustained.”

URGENT BUSINESS

There was no urgent business.

PUBLIC FORUM

There was no public forum.

1. CONFIRMATION OF MINUTES

The minutes of a meeting of the Youth Council held on 4 April 2022 were presented for confirmation.

Moved Youth Councillors Jenks/Antill and Resolved:

“That the Youth Council confirms as a true and correct record the minutes of the meeting held 4 April 2022.”

2. INVESTITURE OF YOUTH COUNCILLORS

Clause 14 of Schedule 7 of the Local Government Act 2002 requires newly elected members to make and sign the Declaration set out in the Act.

Mayor Bryan Cadogan was present to invest Youth Councillor Nakajima.

Moved by Youth Councillors Jenks/Antill and Resolved:

“That Youth Council members are asked to make and sign the Declaration in the form prescribed in the Local Government Act 2002.”

3. TERMS OF REFERENCE

The attached Terms of Reference set out the Youth Council’s roles, responsibilities, and delegations.

Moved by Youth Councillors Paterson/Antill and Resolved:

“That the Youth Council received the Terms of Reference Report.”

4. CODE OF CONDUCT

The report asks the Youth Council to note the attached Code of Conduct for the 2019-21 triennium.

Moved by Youth Councillors McDonald/Mann and Resolved:

“That the Youth Council receives the Code of Conduct report.”

“That the Youth Council notes the Code of Conduct for the 2021-2022 triennium as contained in the Clutha District Council’s Code of Conduct 2021-22.”

5. NATIONAL YOUTH WEEK ACTIVITIES 2022

National Youth Week 2022 is to be held from 7-15 May.

The theme for 2022 is *“Our voices matter, and we deserve to be heard”*.

- Youth Councilors made the decision last Monday (9 May 2022) at their workshop to cancel the Youth Week event that was supposed to take place on Sunday 15 May 2022. Cancellation occurred due to a lack of entries.

Moved by Youth Councillors Jenks/Ferguson and Resolved:

“That the Youth Council receives the Youth Week Activities 2022 report.”

“That the Youth Council will put a recommendation to Council for funds to pay for the deficit of \$457.40 in advertising that has occurred from this event.”

6. CLUTHA DISTRICT YOUTH DEVELOPMENT REPORT

The report provides an update of the work being delivered by the Clutha District Youth Development Programme.

Moved Youth Councillors McDonald/Antill and Resolved:

“That the Youth Council receives the Clutha District Youth Development Programme report.”

7. ASPIRING LEADERS’ FORUM 2022

The Community Support and Development Officer submitted a report outlining details of the 2022 Aspiring Leaders Forum. The Clutha District Council has nominated Lilly Paterson and Nancy Antill to attend this four-day forum in Wellington **from the 30th of June to the 3rd of July 2022.**

Moved by Youth Councilors Jens/Mann and Resolved:

“That the Youth Council received the ‘Aspiring leaders forum 2022’ report.”

8. M.A.C REPORT

For the benefit of new Youth Councillors, this report provides the history and status of the Clutha District Youth Council Methamphetamine Awareness Campaign as included in the Community Development Work Program.

Moved by Youth Councillors Paterson/Mann and Resolved:

“That the Youth Council receives the ‘Methamphetamine Awareness Campaign’ report.”

9. BALCLUTHA BRIDGE PARK

The Community Support and Development Officer submitted a report outlining details of the Balclutha bridge destination park project.

- Rotary Balclutha will be the main drivers of this project.
- The profits from Rotary’s book sale this weekend will go towards the South Otago Mountain Bike Park and the Balclutha Bridge Park

Moved by Youth Councilors McDonald/Jenks and Resolved:

“That the Youth Council receives the Balclutha Bridge Park report.”

“That the Youth Council plan to move this project forward.”

10. THE RIPPLE EFFECT 2022

The Community Support and Development Officer submitted a report introducing The Ripple Effect 2022 proposal.

- A workshop is to be held on Tuesday 24 May from 5.30pm to discuss the project.

Moved Youth Councillors Burgess/Mann and Resolved

“That the Youth Council receives the Ripple Effect 2022 report.”

“That the Youth Council discuss and decide on any further involvement in the project.”

11. YOUTH COUNCIL MEMBERS UPDATE

Members of the Youth Council are asked to give a verbal report to the meeting.

Youth Councillors gave an update on Youth happenings and issues in the community.

Issues raised were:

- The challenges and barriers of finding employment for people with disabilities and the LGBTQ+ community. Jobopportunities staff will be invited to partner with Youth council to facilitate a workshop to investigate how to raise awareness and effect change in this area.
- The drinking culture in New Zealand, Youth Council are to research how they might go about raising awareness about this issue, the impact it has on our community and how bad it is actually getting.

12. YOUTH COUNCIL MEETING DATES 2022

The report outlines the meeting dates for the Youth Council meetings in 2022.

Moved Youth Councillors Antill/Jenks and Resolved

“That the Youth Council receives the Youth Council Meeting Dates 2022 report.”

The meeting closed at 7.31pm.

Confirmed

Ryan Williams

CHAIRPERSON

Clutha District Council

Item for INFORMATION

Report	Telford Bursary 2022 Report
Meeting Date	23 June 2022
Item Number	16
Prepared By	Lilly Paterson – Corporate Services Administrator
File Reference	738059

REPORT SUMMARY

Applications for the 2022 Telford Bursary closed on 13 May 2022. Eight applications were received, with five applicants being shortlisted to be interviewed by the Telford Bursary Committee

The Telford Bursary Committee, comprising of Councillors Cowie, Ludemann and Thomson met on 7 June to consider the applications and awarded the bursary as follows:

- Janaya Preece - \$1,500.00
- Patrick Bungard - \$1,500.00

Janaya and Patrick will be in attendance to be presented with a certificate and briefly address the committee.

As Council no longer issues cheques, the first instalment of the bursary has already been paid by direct credit.

RECOMMENDATION

- 1. That Council receives the Telford Bursary 2022 report.**
- 2. That Council notes the allocation of the 2022 Telford Bursary of \$1,500.00 each to Janaya Preece and Patrick Bungard.**

Clutha District Council

Item for INFORMATION

Report	Resident Satisfaction Survey 2022
Meeting Date	23 June 2022
Item Number	17
Prepared By	Larissa Brown – Strategic Planning Manager
File Reference	738005

REPORT SUMMARY

This report tables the Resident Satisfaction Survey for the 2021/22 year.

The Resident Satisfaction Survey 2022 Research Report itself is attached under a separate cover.

RECOMMENDATION

- 1. That Council receives the ‘Clutha District Resident Satisfaction Survey 2022’ report.**
- 2. That Council notes the Resident Satisfaction Survey 2022 Research Report.**

REPORT

1 Background

The annual resident survey for the 2021/22 year was conducted during April 2022. The telephone survey resulted in 301 randomly selected residents giving their views on a raft of aspects relating to Council and its services.

The annual survey is carried out for a number of reasons:

- To gather feedback at a district-wide level about the majority of the services Council offers and how well residents think those services are being provided (either directly by Council or via its contractors).
- To help gauge whether the projects, programmes or changes Council makes alter residents’ opinions about those services.
- Provides annual accountability towards Annual Report performance targets.
- Gives an indication of the levels of usage of various Council services.
- To guide whether there are service issues or improvements that may require further investigation including level of service reviews.
- To inform whether further communications work and publicity is warranted to provide information to residents about levels of service and/or related issues.

The report is tabled for information. It includes both the phone and online version results of the survey. The online component was introduced last year to allow wider feedback and engagement with residents across the district. An additional 50 residents chose to give feedback through the online survey. Results from this self-selecting group are presented in the appendices of the research report.

The results will help assess level of service updates currently being reviewed as part of the update of Activity Management Plans ahead of the Long-Term Plan 2024. It is also an indicator of overall perception of performance and confirms known areas of underperformance this past year requiring intervention. Councillors may also identify any areas or levels of service identified from survey results for further follow up.

2 Strategic Goals and Outcomes

Information received from the survey helps provide information to staff and elected members towards all community outcomes.

3 Assessment of Options

Not applicable.

4 Consultation

This survey was conducted by telephone with a sample survey of 300 randomly selected residents. A further self-selecting group of 76 residents completed the survey online.

5 References – Tabled/Agenda Attachments

Resident Satisfaction Survey 2022 Research Report – attached under a separate cover.

Clutha District Council

Item for INFORMATION

Report	Mayoral Report
Meeting Date	23 June 2022
Item Number	18
Prepared By	Bryan Cadogan - Mayor
File Reference	738042

REPORT SUMMARY

This report details mayoral matters, the meetings and functions I have attended since the last meeting. Councillors will report verbally on their attendances.

RECOMMENDATIONS

1. That the Mayoral Report and councillors' attendances be received.

REPORT

1 Mayoral Attendances

Date	Activity
16 May 2022	Attended Youth Council meeting
17 May 2022	Regularly weekly meeting with Chief Executive
18 May 2022	Zoom meeting for Rural Supplies Technical Working Group regarding report release
	Attended zoom meeting of Otago Regional leadership Group
	Presented to Te Maruata Whānui Monthly Wānanga in relation to the Rural Supplies technical Working Group
19 May 2022	Attend Annual Plan Decisions Meeting
23 May 2022	Attended MSD Balclutha office opening event
	Regularly weekly meeting with Chief Executive

	Zoom interview with consultant acting on behalf of Taumata Arowai to provide stakeholder feedback
	Travelled to Lawrnc to attend Federated Farmers Otago AGM
24 May 2022	Attended Jobbortunities fortnightly catch up
25 May 2022	Attended and opened Countdown Balclutha store opening event
	Travelled to Tapanui to attend West Otago Community Board
	Travelled to Lawrence to attend Lawrence Tuapeka Community Board
26 May 2022	Travelled to Nugget Point to film Jobbortunities video
	Attended Vehicles on beaches proposed bylaw consultation event at Kaka Point
	Travelled to Owaka to attend Vehicle on beaches proposed bylaw consultation event
	Travelled to Papatowai to attend Vehicle on beaches proposed bylaw consultation event
27 May 2022	Attended zoom meeting of Rural Supplies Technical Working Group (RSTWG)
	Conducted JP Duty service session at Clutha Development
	Attended zoom meeting with the Minister for Local Government ahead of RSTWG report release
30 May 2022	Zoom meeting with Department Internal Affairs ahead of RSTWG report release
31 May 2022	Attended media briefing for RSTWG report release
	Conducted media interview for Jobbortunities initiative
	Met with ratepayer and Chief Executive
1 June 2022	Presented to zoom meeting of Mayors, Chairs, Chief Executives from local government regarding RSTWG report findings and recommendations

2 June 2022	Attended PCG meeting
	Attended Council meeting
3 June 2022	Travelled to Milton to Tokomairiro High School for introductory meeting with principal
7 June 2022	Jobbortunities fortnightly meeting
	Introductory meeting with new council staff member
8 June 2022	Met with Policy staff members and ratepayer regarding Vehicle on beaches proposed bylaw
	Met with ratepayer regarding their various concerns
	Zoom meeting with Federated Farmers communications representative regarding FedFarm app update regarding RSTWG report
	Attended meeting with Bruce communities Facilities representatives and staff re planning for upcoming consultation events
	Met with Chief Executive and staff re upcoming Rural Water Schemes meeting
	Phone meeting with representative of Three Waters National Transition Unit ahead of Rural Water Scheme meeting
	Attended afternoon tea for Clutha resident in recognition of their contribution to the district
9 June 2022	Attended Executive Committee meeting
	Attended Risk & Assurance Committee meeting
	Attended Standing Committee meetings
13 June 2022	Presentation to Three Waters Reform Local Govt/Central Govt Steering Committee regarding recommendations of the RSTWG
	Chaired Three Waters Reform Open Meeting at South Otago Town and Country Club

14 June 2022	Travelled to Gore to meet with representatives of Ingka Investments Forest Assets NZ Limited
	Attended Jobbortunities Job Expo event
15 June 2022	Attended Animal Control Hearing
	Travelled to Milton to attend consultation drop in event for Bruce Communities Facilities
	Travelled to Wellington to attend LGNZ Rural & Provincial meeting
16-17 June 2022	Attended LGNZ Rural & Provincial meeting
20 June 2022	Jobbortunities fortnightly meeting
	Travelled to Milton to attend two consultation events with Bruce Communities Facilities
21 June 2022	Regular meeting with the Chief Executive
	Met with presentative of Stats NZ
23 June 2022	Attended zoom meeting with representatives of Ngāi Tahu re water reform
	Attended Hearings for Vehicles on Beaches proposed bylaw
	Attended Council meeting

Clutha District Council

Item for INFORMATION

Report	Chief Executive's Report
Meeting Date	23 June 2022
Item Number	19
Prepared By	Steve Hill – Chief Executive
File Reference	738044

REPORT SUMMARY

Reports on events attended, the award of tenders and other matters in hand at present.

RECOMMENDATIONS

1. That the Chief Executive's report be received.

REPORT

- 1 Activities I have attended since the previous Council meeting.

Date	Activity
16 May 2022	Attended Youth Council Meeting
18 May 2022	Met with a local property developer from Milton
19 May 2022	Attended via Teams the Otago CE's Fortnightly Catch up
	Attended the Council Meeting
20 May 2022	Met with Planning Consultants re the Planning review
	Attended the Regulatory Staff Meeting
23 May 2022	Meeting with Clutha Development, Kaitangata Housing and West Otago Board member
24 May 2022	Attended via Zoom a meeting with Powernet
	Attended the Community Project Update meeting

Date	Activity
25 May 2022	Attended Countdown opening
26 May 2022	Travelled to Owaka to attend the Beaches bylaw consultation
31 May 2022	Attended the Community Project Update meeting
	Meeting with a Catlins resident regarding a potential subdivision
1 June 2022	Attended a zoom on the 3W Rural Supplies Working Group report
2 June 2022	Attended via Teams the Otago CE's Fortnightly Catch up
	Met with Council Lawyers via Teams regarding a road issue
	Attended the PCG Meeting
	Attended Council meeting
9 June 2022	Attended Risk and Assurance and Standing Committee Meetings
10 June 2022	Met with Planning Consultants re the Planning review
	Attended a Teams Meeting with Landscape Architects for the Milton Streetscape
13 June 2022	Attended the Rural Water Schemes committees public meeting
15 June 2022	Attended an Animal Control Hearing
21 June 2022	Attended the Community Project Update meeting
22 June 2022	Attended the Corporate Services Team meeting
23 June 2022	Attended Council Meeting and Vehicles on Beaches Bylaw hearing.

2 Contracts Awarded

There have been no contracts awarded since the last Council meeting on 12 May 2022.

3 Staffing

3.1 Staff Appointments

Peter Stafford joins us on 25 July 2022 as our new Senior Policy Advisor. Peter has most recently been employed with ORC as a Senior Policy Analyst. Originally trained as a Forester he has experience in policy and programmes within both the public and private sectors in New Zealand and Australia at local, regional, and national levels.

Mark Latta joined us on 13 June 2022 as our new Animal Control/Compliance Officer. He has spent ten years with Andrew Haulage and worked at Silver Fern Farms as a Shepherd. Mark is a South Otago local from Owaka.

Sarah Bedford has joined us from Dunedin City Council (where she was a Senior Communications Adviser) as our new Communications Manager. She previously worked at Southland District Council as a Communications Officer. Sarah has a BA in Politics from the University of Otago combined with studies for a National Diploma in Print Journalism. She lives near Milton and is building in Waihola having attended High School in Tokomairiro.

3.2 Staff Resignations

Lorena Martins left us on 3 June 2022 from her role as IT Applications/Data Analyst. She has taken up an IT role with Jade Software in her home city of Dunedin.

Leonie Mullions leaves us on 29 June 2022 from her role with us as a Senior Planner to join Southland District Council in their Planning Team.

4 Requests received under the Official Information Act

Name	Request
Groundswell NZ	Three Waters and Communities 4 Local Democracy.
Imogen Norling	Enquiry about a community garden road sign for Milton.
Resilient Organisations	Information about how road access classifications in emergency situations are gathered.
Ian Dougherty	Wangaloa history.
Radio NZ	Information about Communications staff, salaries and media queries for past five years.

5 Health and Safety

For this reporting period, 11 staff events were reported, made up of:

1x First aid injuries

3x Hazards

2x Near hit

5x Incidents (low level)

0 x Notifiable events reported to Worksafe

0 x High level contractor health and safety events occurred in this reporting period

Key points for this reporting period:

- 34% of staff have been infected with Covid-19
- Wellbeing and positive mental health continues to be an important topic as we juggle sickness and covid isolations
- Working near/by water has been identified as a high risk as our staff move into undertaking field duties, for example taking water samples from our rivers. Staff need to be appropriately trained and have appropriate emergency plans in place. Adding this risk to our register will ensure there is continuous focus for these tasks
- Concerns raised regarding the safety and security of staff and councillors during Community consultations/events
- Staff continue to dedicate time to improving processes at our 3 Waters sites and ensure safety management systems are fit for purpose.

6 Community Development

Due to Leave, there is no update from the Community Development Advisor

Clutha District Council

Item for CONFIRMATION

Report	Documents for Consent and Seal
Meeting Date	23 June 2022
Item Number	20
Prepared By	Jo Jack – Executive Assistant
File Reference	738045

REPORT SUMMARY

Documents for consent and seal are scheduled hereunder.

RECOMMENDATIONS

1. That Council approves the fixing of its seal, under the hands of the Chief Executive to the documents as listed.

1	DEED OF LEASE
1.1	7072 m ² more or less being Sections 1 2 3 4 5 6 7 Block XIX Town of Clinton being all the land comprised and described in Certificate of Title 84/114 (Otago Registry) 8094 m ² more or less being Sections 3 4 5 6 11 12 13 14 Block XX Town of Clinton being all the land comprised and described in Certificate of Title 84/115 (Otago Registry) 1.0118 ha more or less being Sections 1 2 3 4 5 6 7 8 9 10 Block XVIII Block Town of Clinton being all the land comprised and described in Certificate of Title 84/113 (Otago Registry) Between the Clutha District Council and BA & CG Haslett
2	REQUESTS AND CONSENTS
2.1	Road to be stopped and amalgamated, Table Hill Road, Clutha District Section 1 on SO 573745 adjoining Lot 1 DP 422720
2.2	Realignment of Paterson Road, Stony Creek Section 2 SO 566669 (part Record of Title OT17B/477) Land Declared Road and Section 1 SO 566669 Part Lot 1 DP 2607, RT OT 191/23 Road to be Stopped and Amalgamated

3	LEASE INSTRUMENT
3.1	Between Clutha District Council and Laneside Farm Ltd the area known as 18.2108 ha more or less being Allotment 7 of Part of Section 62 Block XIII Glenkenich District.

Clutha District Council

Item for DECISION

Report	Reasons to Move to Public Excluded Session
Meeting Date	23 June 2022
Item Number	21
Prepared By	Steve Hill – Chief Executive
File Reference	738046

REPORT SUMMARY

The Council may upon resolution or upon motion being made, exclude the public from the whole or any part of the proceedings of any meeting,

Grounds to exclude the public under the Local Government Official Information and Meetings Act 1987 are contained in Appendix 1 of the Clutha District Council's Standing Orders as attached.

RECOMMENDATIONS

- 1. That if required, Council resolves to exclude the public on the grounds contained in Appendix 1 of the Clutha District Council's Standing Orders under Sections A2 (i) and A2 (j).**

REPORT

Grounds to exclude the public under the Local Government Official Information and Meetings Act 1987 are contained in Appendix 1 of the Clutha District Council's Standing Orders as attached.

Items included in the public excluded section of this agenda and the reasons to consider them in public excluded session are:

- 1 Public Excluded Council Minutes – 12 May & 19 May 2022**

Under Sections A2 (i) and A2 (j) of Appendix 1 of the Clutha District Council's Standing Orders.

- 2 Public Excluded Risk and Assurance Committee Minutes – 9 June 2022**

Under Section A2(c)(i) of Appendix 1 of the Clutha District Council's Standing Orders.

Appendix 1: Grounds to exclude the public

A local authority may, by resolution, exclude the public from the whole or any part of the proceedings of any meeting only on one or more of the following grounds:

- A1** That good reason exists for excluding the public from the whole or any part of the proceedings of any meeting as the public disclosure of information would be likely:
- (a) to prejudice the maintenance of the law, including the prevention, investigation, and detection of offences, and the right to a fair trial; or
 - (b) to endanger the safety of any person.
- A2** That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information where the withholding of the information is necessary to:
- (a) Protect the privacy of natural persons, including that of deceased natural persons; or
 - (b) Protect information where the making available of the information would:
 - i. disclose a trade secret; or
 - ii. be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information; or,
 - (c) In the case only of an application for a resource consent, or water conservation order, or a requirement for a designation or heritage order, under the Resource Management Act 1991, to avoid serious offence to tikanga Māori i, or to avoid the disclosure of the location of waahi tapu; or
 - (d) Protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would:
 - i. be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied; or
 - ii. be likely otherwise to damage the public interest; or
 - (e) Avoid prejudice to measures protecting the health or safety of members of the public; or
 - (f) Avoid prejudice to measures that prevent or mitigate material loss to members of the public; or

- (g) Maintain the effective conduct of public affairs through –the protection of such members, officers, employees, and persons from improper pressure or harassment; or
- (h) Maintain legal professional privilege; or
- (i) Enable any Council holding the information to carry out, without prejudice or disadvantage, commercial activities; or
- (j) Enable any Council holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations); or
- (k) Prevent the disclosure or use of official information for improper gain or improper advantage.

Provided that where A2 of this Appendix applies the public may be excluded unless, in the circumstances of the particular case, the exclusion of the public is outweighed by other considerations which render it desirable, in the public interest, that the public not be excluded.

- A3** That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information, the public disclosure of which would:
- (a) Be contrary to the provisions of a specified enactment; or
 - (b) Constitute contempt of Court or of the House of Representatives.
- A4** That the purpose of the whole or the relevant part of the proceedings of the meeting is to consider a recommendation made to that Council by an Ombudsman under section 30(1) or section 38(3) of this Act (in the case of a Council named or specified in Schedule 1 to this Act).
- A5** That the exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the Council to deliberate in private on its decision or recommendation in:
- (a) Any proceedings before a Council where
 - i. A right of appeal lies to any Court or tribunal against the final decision of the Council in those proceedings; or
 - ii. The Council is required, by any enactment, to make a recommendation in respect of the matter that is the subject of those proceedings; and
 - (b) Any proceedings of a Council in relation to any application or objection under the Marine Farming Act 1971.