

Clutha District Council

Minutes of the meeting of Clutha District Council held in the Council Chambers, 1 Rosebank Terrace, Balclutha on Friday 26 July 2024 commencing 9.30am.

Present His Worship the Mayor Bryan Cadogan, Councillors Dane Catherwood, Wayne Felts, Gaynor Finch, Bruce Graham, John Herbert, Alison Ludemann, Simon McAtamney, Brent Mackie, Jock Martin, Ken Payne and Bruce Vollweiler

In Attendance Steve Hill (Chief Executive) via teams, Jules Witt (Deputy Chief Executive), Sharon Jenkinson (Chief Financial Officer), Diane Byars (Communications Manager), Beki McCabe (Communications Coordinator) and Julie Gardner (EA/Governance Advisor)

Apologies Councillors Kevin Barron, Michele Kennedy, Dean McCrostie

Moved Councillors Herbert/Payne and Resolved:

“That the apologies be sustained.”

Mayor Cadogan/Councillor Graham and Resolved:

“That a leave of absence is granted to Councillor Kevin Barron from 8 July 2024 to 22 August 2024.”

His Worship the Mayor Bryan Cadogan welcomed Councillors and staff to the meeting and advised that this meeting was being livestreamed and recorded.

Mayor Cadogan said a Whakatauki in place of the Karakia.

DECLARATIONS OF INTEREST

There were no declarations of interest.

1 REASONS TO MOVE TO PUBLIC EXCLUDED SESSION

Moved Councillors Graham/Felts and Resolved:

“That Council receives the ‘Reasons to Move to Public Excluded Session’ report.

That if required, Council excludes the public from the following part of the proceedings of this meeting pursuant to the provisions of the Local Government Official Information and Meetings Act 1987 namely:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
Long-Term Plan 2024-34	To allow the auditors time to explain the hot review and discuss their audit opinion.	A2(c)(i) 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 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.
Council Insurance Update	The information provided is commercially sensitive as it discusses Council’s insurances.	A2(h) Enable Council holding the information to carry out, without prejudice or disadvantage, commercial activities. A2(i) Enable any Council holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987, and the particular interest or interests protected by Section 6 or Section 7 of that Act or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding

of the whole or the relevant part of the proceedings of the meeting in public are as shown after each item.”

The meeting moved into public excluded session at 9.34am.

The meeting moved out of public excluded session at 10.34am.

2 CONFIRMATION OF COUNCIL MINUTES

The minutes of the Long-Term Plan Decisions meeting of the Clutha District Council held on 12-14 June 2024 were submitted for confirmation.

Moved Councillors Payne/Herbert and Resolved:

“That the minutes of the LTP Decisions meeting of the Clutha District Council held 12-14 June 2024, with the following change –

Page 24 – ‘That Council confirms **and** removes....’

be approved as a true and correct record.”

3 LONG-TERM PLAN 2024/34

The Chief Financial Officer and Strategic Planning Manager presented the Long-Term Plan 2024/34 for adoption.

Moved Councillors Finch/Payne and Resolved:

“That Council receives the ‘Long Term Plan 2024/34’ report.”

Moved Councillors Finch/Payne and Resolved:

“That in accordance with section 100(2) of the Local Government Act 2002 Council resolves the unbalanced budget in year 1 and 2 of the Financial Strategy and Financial Statements contained within the Our Place Clutha District Long Term Plan 2024/34 is considered by Council to be prudent.”

Moved Mayor Cadogan/Councillor Graham and Resolved:

“That Council adopts the Long-Term Plan 2024/34, and strategies and policies contained within it, including:

- a. Infrastructure Strategy 2024/54***

- b. Financial Strategy 2024/34**
- c. Revenue and Financing Policy 2024**
- d. Policy on Rates Remissions**
- e. Policy on Rates Postponement**
- f. Policy on Remission and Postponement of Rates on Māori Freehold Land**
- g. Financial Contributions Policy.”**

Moved Councillors Finch/Ludemann and Resolved:

“That Council adopts the Significance and Engagement Policy 2024.”

Moved Councillors Ludemann/Graham and Resolved:

“That Council adopts the Investment and Liability Policy 2024 and the Treasury Management Policy 2024 updated to reflect Council obtaining a credit rating.”

Moved Mayor Cadogan/Councillor Finch and Resolved:

“That Council approves the Mayor and Deputy Chief Executive sign the Letter of Representation for the 2024/34 Long-Term Plan Report.”

Moved Councillors Finch/Herbert and Resolved:

“That Council delegates approval of final corrections and formatting for these documents to the Chief Executive.”

4 RATES RESOLUTION FOR THE FINANCIAL YEAR FROM 1 JULY 2024 TO 30 JUNE 2025

The Chief Financial Officer submitted the rates for the 2024/25 financial year to be adopted by Council resolution as required by the Local Government (Rating) Act 2002). These can only be set once Council has adopted the Long-Term Plan 2024/34.

Sharon Jenkinson was in attendance and spoke to the item.

Moved Councillors Payne/Ludemann and Resolved:

“That Council receives the ‘Rates Resolution for the Financial Year from 1 July 2024 to 30 June 2025’ report.”

Moved Mayor Cadogan/Councillor Finch and Resolved:

“That Council notes that the Rates Resolution for the financial year from 1 July 2024 to 30 June 2025 has been reviewed by Council’s lawyers.”

Moved Councillors Finch/Ludemann and Resolved:

“That Council sets the rates for the year 1 July 2024 to 30 June 2025 as follows (All rates and amounts are inclusive of GST):

UNIFORM ANNUAL GENERAL CHARGE (UAGC)

A UAGC of \$771.90 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 \$83.60 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 \$160.20 per separately used or inhabited part of a rating unit.

WEST OTAGO HEALTH TRUST TARGETED RATE

A targeted rate of \$90.50 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 0.029377 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	61.30	0.09054
Clinton	61.30	0.18019
Heriot	61.30	0.03442
Kaitangata	61.30	0.20700
Kaka Point	61.30	0.03881
Lawrence	61.30	0.08371

Milton	61.30	0.05243
Owaka	61.30	0.14855
Papatowai	61.30	0.03612
Pounawea	61.30	0.03580
Stirling	61.30	0.09901
Taieri Mouth	61.30	0.02337
Tapanui	61.30	0.07281
Waihola	61.30	0.01441
Rural	58.30	0.06876

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	41.40
Kaitangata	14.60
Kaka Point	24.30
Lawrence	10.60
Milton	59.30
Owaka	11.50
Stirling	54.10
Tapanui	9.80

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	593.40	296.70
Benhar	593.40	0.00
Clinton	504.40	252.20

Kaitangata	593.40	296.70
Kaka Point	504.40	252.20
Lawrence	593.40	296.70
Milton	593.40	296.70
Owaka	504.40	252.20
Stirling	593.40	296.70
Tapanui	593.40	296.70
Waihola	504.40	252.20

RURAL WATER SCHEMES TARGETED RATE

Rural Water Scheme Targeted Rates are 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/Tuapeka	763.60
Clydevale/Pomahaka	472.20
Glenkenich	480.60
Moa Flat	317.30
North Bruce	444.80
Richardson	346.60
South Bruce	269.40
Waipahi	284.00
Wangaloa	517.90

WASTEWATER UPGRADE SUPPORT

A District Wastewater Upgrade Support Targeted Rate on every rating unit in the district of 0.000853 cents in the dollar of capital value.

WASTEWATER TARGETED RATE

A Wastewater 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)	488.70	244.35
Clinton	488.70	244.35
Heriot	488.70	0.00
Kaitangata	488.70	244.35
Kaka Point	488.70	244.35
Lawrence	488.70	244.35
Milton (including Tokoiti)	488.70	244.35
Owaka (including Pounawea)	488.70	244.35
Stirling	488.70	244.35
Tapanui	488.70	244.35
Waiholā	488.70	244.35

WASTEWATER LOAN RATE

Wastewater 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	211.10	105.55
Clinton	211.10	105.55
Kaitangata	211.10	105.55
Kaka Point	211.10	105.55
Lawrence	211.10	105.55
Milton	211.10	105.55
Owaka	211.10	105.55
Tapanui	211.10	105.55
Heriot	211.10	105.55
Pounawea	211.10	105.55
Stirling	211.10	105.55
Taieri Mouth	211.10	105.55
Waihola	211.10	105.55

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 set out in the table below:

	AMOUNT PER SUIP (\$)
Bruce	193.20
Catlins	62.70
Clinton	85.30
Lawrence Tuapeka	170.60
Lower Clutha	379.10
West Otago	54.00

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 \$322.90 per standard service provided to the rating unit (standard service is one pair of bins).

DISTRICT-WIDE FACILITIES TARGETED RATE

A District-wide Facilities Targeted Rate on every rating unit in the district of 0.006282 cents per dollar of capital value.

PLANNING/REGULATORY TARGETED RATE

A Planning/Regulatory Targeted Rate on every rating unit in the district of 0.016611 cents per dollar of capital value.

Moved Councillors Catherwood/Ludemann and Resolved:

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

- ***Instalment 1: Friday 30th August 2024***
- ***Instalment 2: Friday 29th November 2024***
- ***Instalment 3: Friday 28th February 2025***
- ***Instalment 4: Friday 30st May 2025.”***

Moved Councillors Finch/Herbert and Resolved:

“That Council resolves to apply penalty charges of 10% to so much of any instalment not paid on or before the due date on 6th September 2024 (for instalment 1), 6th December 2024 (for instalment 2), 7th March 2025 (for instalment 3), 6th June 2025 (for instalment 4).”

Moved Councillors Ludemann/Mackie and Resolved:

“That Council resolves to apply penalty charges of 10% to all rates and penalties unpaid from previous years as at 1st July 2024. This penalty will be added on 2nd August 2024. A further penalty of 10% will be added on 2nd February 2025 to any amounts to which a penalty was added on 2nd August 2024 if they still remain unpaid.”

Moved Councillors Payne/Mackie and Resolved:

“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.”

5 REPRESENTATION REVIEW 2024 – INITIAL PROPOSAL

The Policy Advisor submitted an initial proposal for the review of the representation arrangements and asks Council to consider the initial proposal as outlined in the recommendation.

Natasha Munro was in attendance for this item.

Dale Ofoske and Ben Roser from Election Services were in attendance via teams.

Councillors discussed changing the ward boundaries and the impact it could have on community service rates but were advised that a decision could be made to change the rating areas at any stage if that's what Council wished to do.

There was further discussion about the number of representatives with the comment made that no other numbers were considered apart from 9, and slightly more would have given other options for ward boundaries and at-large councillors.

The Chief Executive acknowledged that it was never going to be a perfect proposal and questioned Dale and Ben if there were any options to do further homework and flexibility to make further changes.

The submission period is from Thursday 1 August 2024 – Monday 2 September 2024 with a hearing to be held on Thursday 12 September 2024 if required.

Moved Councillors Vollweiler/Herbert and Resolved:

“That Council receives the ‘Representation Review 2024 – Initial Proposal’ report dated 26 July 2024.”

Moved Councillors Herbert/Finch and Resolved:

“That Council receives the early feedback from the community from the ‘Representation Review 2024 – early feedback’ held between May – June 2024 (Appendix 5).”

Unanimous.

There was discussion about the draft ward names with comment made that a question on these forms part of the submission process and it is hoped that this will generate enough feedback to decide final ward names.

Moved Councillors Finch/Graham and Resolved:

“That Council, in accordance with sections 19H and 19J of the Local Electoral Act 2001, adopts the following as its Initial Proposal for the representation arrangements of the Clutha District Council for at least the 2025 triennial election:

- a. The Clutha District Council to comprise the mayor elected ‘at-large’ and nine councillors elected from eight wards, these being:
 - i. **Balclutha Ward** (represented by two councillors), comprising the urban area of Balclutha township, the boundaries of which are shown on Appendix 2 – Map 2.8;
 - ii. **Bruce-Waihola Ward** (represented by one councillor), comprising rural areas north of Milton township, including Taieri Mouth, Waihola, and Milburn, the boundaries of which are shown on Appendix 2 – Map 2.4;
 - iii. **Catlins Ward** (represented by one councillor), comprising the area from the southern Koau branch of the Clutha River | Mata-Au, and including the rural areas of Paretai, Otanomomo and Romahapa, through to the

southern coastline to the Otago and Southland regional border, and the Awatea and Slopedown areas, the boundaries of which are shown on Appendix 2 – Map 2.7;

- iv. **Clinton-Clydevale Ward** (represented by one councillor), comprising the inland rural area around Clinton (noting the addition to the existing Clinton Ward of Te Houka, Clifton, Clydevale and Rongahere, along with the Waipahi area along the northern boundary), the boundaries of which are shown on Appendix 2 – Map 2.9;
 - v. **Kaitangata-Matau Ward** (represented by one councillor), comprising the urban areas of Kaitangata, and including the urban and rural areas of Stirling, Benhar, Lovells Flat, Moneymore, Toko Mouth (from Koau Branch of the Clutha River on Inch Clutha), the boundaries of which are shown on Appendix 2 – Map 2.6;
 - vi. **Lawrence-Tuapeka Ward** (represented by one councillor), comprising the rural areas to include the south and southwest areas of Pukeawa, Hillend, Awamangu, Adams Flat and Crichton, the boundaries of which are shown on Appendix 2 – Map 2.3.
 - vii. **Milton Ward** (represented by one councillor), comprising the urban area of Milton township, the boundaries of which are shown on Appendix 2 – Map 2.5;
 - viii. **West Otago Ward** (represented by one councillor), comprising the key areas around West Otago, including Tapanui and Heriot (noting some areas have been moved south into the Clinton-Clydevale Ward), the boundaries of which are shown on Appendix 2.2;
- b. The eight wards, the number of ward councillors per ward, the populations (population estimates as at 30 June 2023) and the population ratios per ward councillor are:

Ward	Population	Members	Population– member ratio	Difference from quota	% Difference from quota
Balclutha Ward	4,280	2	2,140	41	1.96%
Bruce-Waiholā Ward	1,990	1	1,990	-109	-5.19%
Catlins Ward	1,910	1	1,910	-189	-9.00%
Clinton-Clydevale Ward	2,150	1	2,150	51	2.44%
Kaitangata-Matau Ward	2,140	1	2,140	41	1.96%
Lawrence-Tuapeka Ward	1,990	1	1,990	-109	-5.19%
Milton Ward	2,170	1	2,170	71	3.39%
West Otago Ward	2,260	1	2,260	161	7.68%
Total	18,890	9	2,099		

In accordance with section 19V(2) of the Local Electoral Act 2001, the population that each councillor represents must be within the range of 2,099 plus or minus 10% (1,889-2,309).

- c. The reason for the boundary changes is to reduce the number of elected members to ensure effective representation of communities of interest in both urban and rural areas, and to ensure fair representation is provided.
- d. The Clutha District Council is to comprise of two community boards, these being:
 - i. West Otago Community Board (represented by six elected members and one appointed member of the Council representing the West Otago Ward), comprising the area delineated on Plan LG-0722013-W-1 deposited with the Local Government Commission and shown on Appendix 2 – Map 2.19;
 - ii. Lawrence-Tuapeka Community Board (represented by six elected members and one appointed member of the Council representing the Lawrence-Tuapeka Ward), comprising the area delineated on Plan LG072-2019-W-2 deposited with the Local Government Commission and shown on Appendix 2 – Map 2.20.
- e. The reason for retaining the existing communities and their boundaries is to ensure the communities of interest in West Otago and Lawrence-Tuapeka continue to be effectively represented by their respective community boards.
- f. This will result in non-alignment between the West Otago Community Board and the West Otago Ward, and between the Lawrence-Tuapeka Community Board and the Lawrence-Tuapeka Ward.”

Vote by show of hands –

For (11)

Mayor Cadogan, Councillors Catherwood, Vollweiler, Martin, Ludemann, Mackie, Herbert, Graham, Payne, Finch, Felts

Against (1) – Councillor McAtamney

Moved Councillors Vollweiler/Graham and Resolved:

“The above initial representation arrangements review proposal be submitted for formal consultation, including receiving submissions in the period 1 August 2024 to 2 September 2024.”

Moved Councillors Finch/Payne and Resolved:

“That Council notes the ongoing process and timeline as outlined in section 9 – next steps.”

In closing, Mayor Cadogan requested the Chief Executive thank all members of staff involved for their work and commitment on the LTP project, acknowledging all the hours and paperwork involved with this.

He also thanked Natasha Munro, Dale Ofoske and Ben Roser from Election Services for their Representation Review work.

Final acknowledgement was to the Elected Members for their commitment and dedication to the LTP process which had been extremely challenging at times.

The meeting closed at 11.07am.

Read and Confirmed

**B A Cadogan
MAYOR**