

MEETING OF THE

Clutha District Council

25 June 2026

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 25 June 2026, commencing at 1.30pm.

Steve Hill
CHIEF EXECUTIVE OFFICER

Committee Members

Mayor: Jock Martin

Councillor Dane Catherwood
Councillor Roger Cotton
Councillor Larry Frost
Councillor Bruce Graham
Councillor Rachel Harrison

Councillor Michele Kennedy
Councillor Simon McAtamney
Councillor Dean McCrostie
Councillor Brendon Smith

CLUTHA DISTRICT COUNCIL

Thursday 25 June 2026

APOLOGIES

Councillor Roger Cotton

DECLARATIONS OF INTEREST

None advised at the time of printing this agenda.

PUBLIC FORUM

Item	Page #	Title
1	5	Annual Plan 2026/27 <i>(For Council's Decision)</i> Report presents the final Annual Plan 2026/27 for Council approval.
2	24	Annual Plan 2026/27 Rates Resolution <i>(For Council's Decision)</i> Report requests Council adopt the rates for 2026/27.
3	31	Annual Plan 2026/27 & Schedule of Fees & Charges 2026/27 – Response to Submitters <i>(For Council's Decision)</i> Report asks Council to approve responses to submitters.
4	38	Risk & Assurance Committee Recommendations <i>(For Council's Decision)</i> Recommendations from the Risk & Assurance Committee meeting held on 11 June 2026.
5	39	Interim Regional Spatial Planning Governance Group <i>(For Council's Decision)</i> Report seeks Council approval to nominate two elected member representatives to the cross-council governance body being established to give oversight of regional spatial planning across Otago.
6	43	Lovells Flat Hall Feedback and Decision <i>(For Council's Decision)</i> Report summarises feedback from the recent consultation process and requests a final decision on the future of the Lovells Flat Hall.
7	60	Paretai Hall Funding Request <i>(For Council's Decision)</i>

		Report presents a request from the Paretai Hall committee for funding from depreciation reserves for repairs and maintenance.
8	95	Community Housing Policy Update <i>(For Council's Decision)</i> Report provides an updated Community Housing Policy for adoption.
9	111	Road Stopping Request – Wyre Street <i>(For Council's Decision)</i> Report seeks Council approval to stop a section of unformed legal road on Wyre Street, Kaitangata.
10	115	Confirmation of Council Minutes <i>(For Council's Confirmation)</i> Minutes of the Council Meetings held on 19 May and 28 May 2026.
11	153	Risk & Assurance Committee Minutes <i>(For Council's Information)</i> Minutes of the Risk & Assurance Committee Meeting held on 11 June 2026.
12	163	Mayoral Report <i>(For Council's Information)</i>
13	166	Chief Executive's Report <i>(For Council's Information)</i>
14	169	Community Services Department Update <i>(For Council's Information)</i> Report provides an overview of activities within the Department.
15	206	Finance & Policy Department Update <i>(For Council's Information)</i> Report provides an overview of activities within the Department.
16	218	Regulatory Department Update <i>(For Council's Information)</i> Report provides an overview of activities within the Department.
17	224	Reasons to move into Public Excluded <i>(For Council's Decision)</i> 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.

Clutha District Council

Item for DECISION

Report	Annual Plan 2026/27
Meeting Date	25 June 2026
Item Number	1
Prepared By	Sharon Jenkinson – Finance and Policy Group Manager Peter Stafford – Strategic Planning Manager
File Reference	1030227

REPORT SUMMARY

This report presents the final Annual Plan 2026/27 for adoption.

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

RECOMMENDATIONS

- 1 That Council receives the Annual Plan 2026/27 report.
- 2 That Council approves an overall rates percentage increase from 2025/26 to 2026/27 of 20.54%, noting this breaches the self-imposed limit of 20% in the 2024/34 Financial Strategy.
- 3 That Council resolves the unbalanced budget for the Annual Plan 2026/27 is considered by Council to be prudent, having regard to the considerations under s100(2)(a)-(d) of the Local Government Act 2002
- 4 That Council adopts the Annual Plan 2026/27 (Attachment A provided under Separate Cover).
- 5 That Council adopts the updated Revenue and Financing Policy at Attachment B.
- 6 That Council delegates the Chief Executive to approve any final edits required to the Annual Plan 2026/27, 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 between November 2025 and March 2026. This culminated into the development of consultation material, supporting

material, and a consultation period running from 28 March 2026 to 28 April 2026, followed by Submissions Hearings on 7 May 2026.

The final Annual Plan 2026/27 document incorporates the changes and decisions at the 19&21 May 2026 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 \$11.1M in 2026/27. This deficit is the result of Council's decision to not fund 100% of the depreciation on Roding and Waters.

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 Revenue and Financing Policy

At the Council Annual Plan Decisions Meeting of 19 & 21 May 2026, Council resolved to approve the introduction of Availability Charges to Rural Water Scheme Customers in the Clutha District and to approve the changes to Council's Revenue and Financing Policy 2024 to reflect the availability charges, subject to final legal review.

The legal review has been completed by Council's lawyers, which:

- (a) Confirmed that Council has met its consultations obligations regarding the Revenue & Financing Policy;

- (b) Confirmed that the amended wording is appropriate to reflect the introduction of availability charges; and
- (c) Suggested one further amendment to bring the description of funding methods to a higher level.

The suggestion, per (c) above, has been incorporated into the Revenue and Financing Policy 2024. The changes are set out in red below:

RURAL WATER

Activity Description

Rural water schemes which provide water primarily for stock but also for domestic consumption.

Community Outcome

Vibrant rural towns and communities.

Who benefits?

Private benefit for those who obtain and use water. Some benefit to those whose properties have the ability to connect to a scheme.

Timeframe of benefits

Short term benefit from expenditure on operating costs, with longer-term benefits from expenditure on capital.

Contribution to need

Property owners who require water to enable intensive use of their land. Properties that have been connected to a scheme since 1 July 2023.

Costs and benefits of distinct funding

Each scheme is operated as a standalone entity. This enables the cost of each scheme to be paid for by those who benefit from it.

Funding methods

Targeted rate per unit of water supplied, or available, to a property in each scheme. ~~differentiated by scheme: and an availability charge levied on any property that has reduced units or withdrawn from a scheme since 1 July 2023.~~

Rationale

User pays ensures efficient use of resources, with consumers only demanding what is affordable and sustainable.

A final copy of the Revenue & Financing Policy 2024, as amended to reflect the introduction of availability charges, is attached as **Attachment B**.

4 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.

5 Assessment of Options

Options have been assessed during the development of the Annual Plan 2026/27, with decisions from the 19&21 May 2026 meeting incorporated into budgets and documents.

6 Consultation

An Annual Plan 2026/27 Update consultation document with Draft Financial Information 2026/27 and Draft Rates Information 2026/27 was prepared in accordance with section 95 of the Act. 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.

There was a total of 79 written submitters on the plan, 22 community funding submission and 8 fees and charges related submissions, with 38 of these speaking at the hearing on 6 May 2026.

7 Policy Considerations

The Annual Plan 2026/27 has been prepared on the basis it is consistent with all Council policies.

8 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.

Council's 2024/34 Financial Strategy proposed an approach for rates with increases set to provide certainty for ratepayers. The strategy forecast overall rates to increase around 18.92% for the 2026/27 year, with a self-imposed rates limit of 20% year on year set for the 2024-2027 period. Annual plan consultation information indicated a likely initial indicative increase of 20.58%. A final overall increase of 20.54% following feedback, submissions and decisions has been included in the 2026/27 Annual Plan.

9 Financial Impact

Full information about the financial variances between the Annual Plan 2026/27 update compared to forecasts in the 2026/27 year of the LTP 2024/34 is contained with the attached Annual Plan document.

10 References – Tabled/Agenda Attachments

- A: Annual Plan 2026/27 (Provided under separate cover)
- B: Revenue and Financing Policy 2024 (Update 2026)

REVENUE AND FINANCING POLICY 2024 (Updated June 2026)

PURPOSE

The Revenue and Financing Policy outlines the funding mechanisms that Council has available to fund its operating and capital expenditure and how it intends to utilise each of them. The policy is a requirement of Section 102 of the Local Government Act 2002 (LGA).

The policy also identifies how Council intends to fund each of its activities, and outlines the considerations and rationale for the funding sources chosen (as required by Section 103 of the LGA).

Council has developed this policy in two steps. The first was to consider how Council funds each individual activity. The second was to look at the overall impact of the liability of these allocations on our community.

FUNDING OF OPERATING EXPENDITURE

Council is required to ensure that each year's projected operating revenues are sufficient to meet the year's projected operating expenses. It may only vary this when it is financially prudent to do so, having regard to the requirements in section 100(2) of the LGA.

Operating expenditure is primarily funded through general and targeted rates, fees and charges.

External funding assistance is provided for roading and waste minimisation. Council will generate cash from operating revenue that can be used for capital renewal expenditure or debt repayment.

FUNDING OF CAPITAL EXPENDITURE

In terms of capital expenditure, assets generally provide benefit for a longer period of time than when the actual expenditure on the asset is spent. In this case they are funded over a period of time as opposed to in the year they are acquired. The exception to this is in the roading activity area where, apart from bridges, the annual capital expenditure generally matches the annual depreciation.

Capital expenditure is funded via depreciation reserves or special funds, or a combination of depreciation reserves, special funds and borrowing (depending upon the scale of the project). In some instances, e.g. a new water or sewerage scheme, a lump sum contribution is made by the consumers receiving the new service.

Depending on the activity Financial Contributions are also used to fund capital expenditure.

Government funding, e.g. stimulus and tourism infrastructure is also utilised utilised for capital projects.

DEPRECIATION RESERVES

Depreciation is a measure of the decline in service level of an asset or group of assets. Any depreciation funded for Council assets is placed in an interest-earning depreciation reserve. The reserves are then used to fund the future costs of renewing the infrastructural assets as per Council's activity management plans.

SPECIAL FUNDS

Special funds are also used for funding new capital or renewals. These funds have been contributed to from a number of sources, for example, historical funds, proceeds from the sale of endowment land, sale of assets and power shares.

BORROWING

Where depreciation reserves or special funds are not sufficient to meet all the costs of a project, capital expenditure is generally funded by borrowing.

This provides the immediate funding required for an asset, with the debt then being repaid over time through rates. The time period of the loan repayment is generally set over a period where the benefit of the asset will be realised, although this may be shorter for long-life assets, i.e. the loan is repaid before the end of the asset's useful life.

Unless specifically stated in the 'details of funding for Council activities' section, debt repayment becomes part of the operating costs and thus is funded from the same sources, in the same ratio, as for operating expenditure, over the life of the loan.

OVERVIEW OF FUNDING MECHANISMS USED BY COUNCIL

The mechanisms that Council can use to fund its capital and operating costs are set out by section 103(2) of the LGA. Council intends to use these mechanisms in the following ways:

UNIFORM ANNUAL GENERAL CHARGE

A uniform annual general charge (UAGC) is used to fund all or part of activities that provide a relatively equal benefit to the whole district. The UAGC is a fixed amount which is set on each separately used or inhabited part (SUIP) of a rating unit in the district.

DISTRICT-WIDE RATES

Some general rates are set on all rateable properties in the district to part fund some activities having a district wide benefit element, including roading.

These rates are set as either a rate per dollar of land or capital value best reflecting the need for the activity and the benefit received.

TARGETED RATES

Some targeted rates are set on all rateable properties in the district to part fund some activities that have an element of district-wide benefit, including roading, public toilets, sewerage treatment upgrades, resource management and building control activities. These rates are set either as a rate per dollar of land or capital value, which best reflects the contribution towards the need for the activities, and the benefit received from the activities.

Other targeted rates are used to fund all or part of activities that provide benefit to an identifiable community or group of ratepayers. These rates are targeted at those who benefit from the activity or who demand the level of service (identified by location or availability of service). They are either based on land value, capital value or are a uniform charge.

VOLUNTARY TARGETED RATES

From time to time Council may offer to fund a specific activity on behalf of individual ratepayers because the activity meets Council objectives as well as being beneficial to the ratepayer. If such funds are made available they will be recovered over a specified time frame, at a specified interest rate, by way of a targeted rate. The scheme itself is self-funding, ratepayers who take up the offer repay the financial assistance (plus interest) through a targeted rate.

LAND HOLDING GREATER THAN 1.2 HECTARES WITHIN TOWNSHIP BOUNDARIES

Council has defined areas of rateable land for the local roading rate. For rural land that falls within township boundaries, Council has applied a mechanism whereby areas equal to or greater than 1.2 hectares are split for rating purposes into an "a" and "b" assessment. The "a" assessment is calculated using the township rate (house and/or section) whilst the "b" assessment (remainder of the land) is calculated using the rural local roading rate.

FEES AND CHARGES

Fees and charges are utilised where practical if there is an identifiable private benefit from an activity, or where the actions of an individual create the need for the activity. Examples of fees include swimming pool charges, landfill fees, building consent fees and dog registration fees. When setting fees and charges, Council takes into account the effect the fees and charges would have on the use of the facilities and services.

LUMP SUM CONTRIBUTIONS

Lump sum contributions are utilised for some larger projects where new capital projects are loan funded. Ratepayers are given a choice of paying their share of the capital cost upfront in a voluntary lump sum, or paying through rates over the life of the loan. The decision whether to offer a voluntary lump sum option is determined on a project-by-project basis.

INTEREST AND DIVIDENDS FROM INVESTMENTS

Council receives interest on its reserve funds. Interest income from Council's reserves is used to:

- Offset the uniform annual general charge and thus reduce the rates that would otherwise be levied to fund Council's activities.

- Increase the value of depreciation reserves and special funds.
- Increase the value of investment reserves noting that the investment reserve (a treasury function) carries the risk attached with interest rate volatility.

BORROWING

Council utilises external borrowing to fund various infrastructural asset renewals and upgrades.

Borrowing is also undertaken from time to time in other circumstances, e.g. the West Otago Health grant and the Te Pou Ō Mata-Au Clutha District War Memorial & Community Centre.

PROCEEDS FROM ASSET SALES

Proceeds from asset sales are allocated to special funds, and are generally used for the acquisition of new assets.

DEVELOPMENT CONTRIBUTIONS

Under the LGA, Council is entitled to apply development contributions to new development. Previously Council has chosen not have a development contribution policy, in favour of financial contributions under the Resource Management Act 1991. Council intends to continue using Financial Contributions until the RMA reform process is complete and there is legislative clarity for the future.

GRANTS AND SUBSIDIES (EXTERNAL FUNDING ASSISTANCE)

Council receives external funding assistance for a number of activities or projects, largely from Central Government. The main source of government funding comes from the Waka Kotahi (NZTA) for roading. A baseline level of funding is received for the maintenance of the existing roading system, while funding for new projects may be received depending upon the costs and benefits of each project.

Council receives petrol tax income as required under the Local Authorities (Petroleum Tax) Regulations 1970.

Council also receives a proportion of waste minimisation levies to assist with waste minimisation activities throughout the district.

External funding is sought in other areas where possible. For example, funding from the Ministry of Health has been provided in the past for fluoridation and water treatment upgrades. Council will continue seeking external funding for tourism-related infrastructure.

RESERVE FUNDS (SPECIAL AND DEPRECIATION)

Council has a number of reserve funds. These funds generally assist future capital expenditure. As outlined previously depreciation reserves are used towards funding capital renewal works. Special funds are also generally used for funding capital renewals and new capital.

DETAILS OF FUNDING FOR COUNCIL ACTIVITIES

This section outlines Council's policies for funding each of its activities.

Council considered the matters listed in section 101(3) of the LGA when determining the most appropriate funding mechanisms for each of its activities. These matters are listed and explained under the following headings:

ACTIVITY DESCRIPTION

A brief description of the activity. For further information about each of Council's activities see the 'Council Activities' section of the Long Term Plan.

COMMUNITY OUTCOMES

The community outcome the activity primarily contributes to:

Our vision:

- Clutha is a great place to live, work & play.

Our outcomes:

- Vibrant rural towns and communities.
- Respected and sustainable environment.
- Connected, collaborative and resilient.

WHO BENEFITS?

Who receives the benefit from the activity, either the community as a whole, an identifiable part of the community or individuals.

TIMEFRAME OF BENEFITS

The time period over which the benefits of expenditure on the activity will be recognised.

CONTRIBUTION TO THE NEED FOR THE ACTIVITY

The extent to which an action or inaction of particular individuals or group contribute to the need for Council to carry out the activity.

COSTS AND BENEFITS OF DISTINCT FUNDING

The costs and benefits, including consequences for transparency and accountability, of funding the activity distinctly from other activities.

The funding mechanisms shown below are for Council's share of the cost of the activities only (i.e. after any external funding is taken into account).

DEFINITIONS

UAGC – A 'Uniform Annual General Charge' is a rate set at a fixed amount and which every SUIP pays.

SUIP – A 'separately used or inhabited part of a rating unit' includes any part or parts of a property that can be separately used or occupied in addition to the principal habitation or use.

'On demand' water supply – A supply which is available on demand directly from the point of supply subject to the agreed level of service.

'Restricted' water supply – A type of water supply connection where a small flow is supplied through a flow control device, and storage is provided by the customer to cater for the customer's demand fluctuations.

COMMUNITY LEADERSHIP

CIVIC

Activity Description

Governance of Council and Community Boards, including elected members, operation of formal meeting processes, elections and newsletters.

Community Outcome

Connected and collaborative.

Who benefits?

All residents and ratepayers in the communities represented.

Timeframe of benefits

Governance is an ongoing cost with benefits apparent in the year of expenditure.

Contribution to need

All residents and ratepayers.

Costs and benefits of distinct funding

No benefit from distinct funding for Council.

Funding methods

Council: 100% UAGC.

Liability Funding: 100% UAGC. A 2017 legal determination concluded Council had to pay a liability in relation to significant contractual works undertaken some years ago. The non-asset related portion has been funded from a combination of reserves with the remainder allocated as a Governance cost.

Community Boards: 100% targeted uniform rate per SUIP.

Rationale

Governance is provided for the benefit of the community as a whole, and therefore is funded by the whole district. Community boards provide benefit to the communities within their areas, and so are funded by those communities.

WEST OTAGO HEALTH

Activity Description

Provision of a one-off grant to help fund construction of a health centre in Tapanui.

Community Outcome

Vibrant rural towns and communities.

Who benefits?

Everyone in the West Otago health service area would benefit. Users of the facility will directly benefit.

Timeframe of benefits

Long term.

Contribution to need

Stakeholders in the West Otago Health service area contribute to the need for this activity.

Costs and benefits of distinct funding

Distinct funding ensures that only those in the area of benefit contribute, and that the contribution can clearly be

identified on rates invoices.

Funding methods

100% uniform targeted rate per SUIP.

Rationale

A uniform contribution from ratepayers in the area of benefit is deemed to be the fairest way to fund the grant.

ECONOMIC & COMMUNITY DEVELOPMENT

ECONOMIC DEVELOPMENT

Activity Description

Fostering economic development within the district.

Community Outcome

Vibrant rural towns and communities.

Who benefits?

Primarily a district-wide benefit from the district retaining and attracting businesses, which provide employment and contribute towards rates. Some private benefit to businesses.

Timeframe of benefits

Currently an ongoing cost, with the majority of benefits being apparent in the year of expenditure.

Contribution to need

All residents and ratepayers.

Costs and benefits of distinct funding

No benefit from distinct funding. However, the UAGC is itemised in Annual and Long Term Plans and on rates assessments so ratepayers can easily identify individual components.

Funding methods

100% UAGC. From time to time one off projects will be funded by a different funding source, eg investment funds surplus or grants.

Rationale

Largely a public benefit, therefore it is funded district-wide, through the UAGC.

COMMUNITY DEVELOPMENT**Activity Description**

Fostering social well-being of the community through activities such as youth development and provision of grants to community groups.

Community Outcome

Connected and collaborative.

Who benefits?

Community-wide benefit.

Timeframe of benefits

The majority of benefits are apparent in the year of expenditure.

Contribution to need

All residents and ratepayers.

Costs and benefits of distinct funding

No benefit from distinct funding. However, the UAGC is itemised in Annual and Long Term Plans and on rates assessments so ratepayers can easily identify individual components.

Funding methods

100% UAGC.

Rationale

Largely a public benefit, therefore it is funded district-wide, through the UAGC.

COMMUNITY PROJECTS**Activity Description**

Financial support for projects and initiatives that support

community well-being in the following areas that make up our district: Bruce, Catlins, Clinton, Lawrence-Tuapeka, Lower Clutha, and West Otago.

Community Outcome

Connected and collaborative.

Who benefits?

Community-by-community benefits.

Timeframe of benefits

The majority of benefits are apparent in the year of expenditure.

Contribution to need

Residents and ratepayers in that community.

Costs and benefits of distinct funding

Benefit from distinct funding by community.

Funding methods

Project Bruce: 100% Bruce Community Rating Area uniform charge. This is currently \$0.

Rationale

Largely a community-by-community benefit, therefore it is funded over the community of interest.

ECONOMIC DEVELOPMENT**PROPERTY****Activity Description**

Property for contributing to economic growth through industrial, commercial or residential development.

Community Outcome

Vibrant rural towns and communities.

Who benefits?

Primarily a district-wide benefit, stimulating or reducing barriers to economic growth, supporting housing for our workforce, and adding new ratepayers.

Timeframe of benefits

Medium to long term.

Contribution to need

All residents, businesses and ratepayers.

Costs and benefits of distinct funding

Distinct funding ensures an additional source of funding that does not impact on ratepayers.

Funding methods

100% Other – Funded by sale of surplus property, loans, and/or sale of development property. A cost recovery or 'rates neutral' approach is taken to funding.

Rationale

Funding from other sources ensures that the ratepayer is not paying for economic development property.

TRANSPORTATION**Activity Description**

The provision, operation and management of the local roading network, including roads, bridges, streetscapes and footpaths.

Community Outcome

Connected and collaborative.

Who benefits?

The roading network provides national, regional and local benefits.

Timeframe of benefits

Long term.

Contribution to need

All residents and ratepayers contribute to varying degrees. At this stage differentials depending on industry are not applied, e.g. for higher impact users such as forestry and dairying.

Costs and benefits of distinct funding

Distinct funding enables a split between district and local funding. Due to the size of the roading rates requirement it is desirable to have roading rates highlighted separately.

Funding methods

Roads and bridges: A substantial amount is funded by financial assistance from NZTA, with the balance being split between district and local roading rates based on the district/local benefit of each road.

For the balance funded by Council there is a district-wide roading rate, based on capital value, which funds approximately 37% of Council's costs. This includes 90% of arterial roads, 50% of collector roads and 10% of local roads.

The remaining approximately 63% of the rates requirement is funded by a targeted rate differentiated on location made up of a minimum charge per SUIP based on level of service, with the remainder based on land value. Each area funds a share of the local roading rate based on the value and depreciation rates of the roading assets within that area and the proportion of district-wide vs. local benefit.

District-wide main street: 20% UAGC and 80% of Balclutha, Lawrence & Milton costs on a uniform community-based rate.

New footpaths: A uniform rate per SUIP on those in the rating area benefiting from new footpaths.

Rationale

The combination of funding mechanisms reflects the access to, and benefit gained from the roading network.

WATER

URBAN WATER

Activity Description

Provision of reticulated potable water supplies to urban areas.

Community Outcome

Vibrant rural towns and communities.

Who benefits?

Private benefit for those who obtain and use water. Some benefit to those whose properties have the ability to connect to a scheme. General public benefit for public health and fire-fighting purposes.

Timeframe of benefits

Short term benefit from expenditure on operating costs, with longer-term benefits from expenditure on capital.

Contribution to need

All urban residents and ratepayers.

Costs and benefits of distinct funding

Distinct funding enables the private benefit to those who receive potable water supply to be recognised.

Funding methods

Council will have a uniform targeted rate for customers who receive potable water from an 'on demand' supply and a uniform targeted rate for customers who receive potable water from a 'restricted' supply.

Rationale

User pays district-wide across all urban users facilitates efficient use of resources.

RURAL WATER

Activity Description

Rural water schemes which provide water primarily for stock but also for domestic consumption.

Community Outcome

Vibrant rural towns and communities.

Who benefits?

Private benefit for those who obtain and use water. Some benefit to those whose properties have the ability to connect to a scheme.

Timeframe of benefits

Short term benefit from expenditure on operating costs, with longer-term benefits from expenditure on capital.

Contribution to need

Property owners who require water to enable intensive use of their land. Properties that have been connected to a scheme since 1 July 2023.

Costs and benefits of distinct funding

Each scheme is operated as a standalone entity. This enables the cost of each scheme to be paid for by those who benefit from it.

Funding methods

Targeted rate per unit of water supplied, or available, to a property in each scheme.

Rationale

User pays ensures efficient use of resources, with consumers only demanding what is affordable and sustainable.

WASTEWATER

Activity Description

Provision of wastewater reticulation and treatment facilities throughout the district.

Community Outcome

Respected and sustainable environment.

Who benefits?

Private benefit for those whose wastewater is removed, treated and disposed of. There is also wider public health and environmental benefits from safe and appropriate sewage disposal.

Timeframe of benefits

Short term benefit from expenditure on operating costs, with longer-term benefits from expenditure on capital.

Contribution to need

Those without suitable private wastewater disposal systems.

Costs and benefits of distinct funding

Distinct funding enables the private benefit to those who receive wastewater services to be recognised.

Funding methods

Council will have a uniform targeted wastewater rate for each separately used or inhabited part of a rating unit (SUIP) that is either connected, or for which a connection is available. The final determination of rates will also include operating and capital costs.

Capital costs of treatment upgrades: 10% district-wide assistance (based on CV) with remainder funded as per operating costs.

Capital costs of reticulation extensions for Benhar Tokoiti and Pounaweia: 10% district-wide assistance (based

on CV), 40% uniform targeted rate on all wastewater sewerage ratepayers and 50% uniform targeted rate on all connections to the new reticulation.

Rationale

Benefit is largely private so the activity is predominantly user pays. The wider benefit of safe wastewater disposal is reflected by wider contribution to treatment upgrades and reticulation extensions for Benhar, Tokoiti and Pounaweia.

STORMWATER

Activity Description

Stormwater reticulation minor stormwater works throughout the district.

Community Outcome

Respected and sustainable environment.

Who benefits?

Those whose properties are protected by stormwater drainage.

Timeframe of benefits

Short term benefit from expenditure on operating costs, with longer-term benefits from expenditure on capital.

Contribution to need

Property owners whose properties contribute to stormwater run-off where there is a demonstrated need for a public stormwater system.

Costs and benefits of distinct funding

Distinct funding enables the private benefit to those who receive stormwater protection to be recognised.

Funding methods

Council will have a uniform targeted stormwater rate for

each separately used or inhabited part of a rating unit (SUIP).

Rationale

Those who benefit from the provision and development of stormwater schemes in their areas pay for those costs.

COMMUNITY SERVICES

LIBRARIES

Activity Description

Provision of library services through the Central Balclutha library and four branch libraries.

Outcome

Vibrant rural towns and communities.

Connected and collaborative.

Who benefits?

Primarily a public benefit. All members of the community have access to the facilities and the whole community benefits from having such facilities provided.

Timeframe of benefits

An ongoing activity with benefit largely being realised in the year of expenditure. The benefit of capital expenditure is realised over a longer timeframe.

Contribution to need

All residents and ratepayers.

Costs and benefits of distinct funding

No benefit from distinct funding. However, the UAGC is itemised in Annual and Long Term Plans and on rates assessments so ratepayers can easily identify individual components.

Funding methods

5-10% Fees and charges; 90-95% UAGC.

Rationale

The cost of the service does not change significantly as use increases or decreases, but increasing fees can reduce access for some community members. To allow full accessibility there are no fees for core services. Funding the core services through the UAGC recognises the public benefit.

SERVICE AND INFORMATION CENTRES

Activity Description

Visitor information centres for visitors and residents and service centres for ratepayers.

Community Outcome

Vibrant rural towns and communities.

Connected and collaborative.

Who benefits?

Private benefit to those who use information centres, as well as tourist-reliant businesses whose information is provided to customers. The community in general also benefits from the success of the tourism industry and the availability of Council service points.

Timeframe of benefits

An ongoing activity with the benefit of operating expenditure being realised in the year of expenditure and the benefit of capital expenditure is realised over a longer timeframe.

Contribution to need

Residents, ratepayers and visitors.

Costs and benefits of distinct funding

No benefit from distinct funding. However, the UAGC is itemised and the activities funded by the community services rate are listed in Annual and Long Term Plans and on rates assessments.

Funding methods

5-10% Fees and charges; 90-95% UAGC.

Rationale

While there is private benefit from using information centres, such services are generally not charged for within New Zealand. The district as a whole benefits from the tourism industry and the information centres facilitate this. The Council service centre functions also provide a district-wide benefit.

PUBLIC TOILETS**Activity Description**

Provision of public toilets and camper van dump stations throughout the district.

Community Outcome

Respected and sustainable environment.

Who benefits?

Private benefit to users of the facilities, public benefit from providing such facilities to for locals and visitors and from having a hygienic environment.

Timeframe of benefits

An ongoing activity with benefit largely being realised in the year of expenditure. The benefit of capital expenditure is realised over a longer timeframe.

Contribution to need

Residents and visitors.

Costs and benefits of distinct funding

No benefit from distinct funding. However, the UAGC is itemised and the activities funded by the community services rate are listed in Annual and Long Term Plans and on rates assessments.

Funding methods

Approximately 50% UAGC and approximately 50% district-wide CV based rate.

Rationale

A district-wide charge is the fairest option since fees and charges are not realistic or would be unlikely to be economic to apply.

CEMETERIES**Activity Description**

Provision, maintenance and operation of cemeteries and maintenance of the district's monuments.

Community Outcome

Connected and collaborative.

Who benefits?

Private benefit to the families of deceased. Public benefit in providing respectful treatment of the deceased who form part of the community's heritage. Public health benefits from ensuring properly managed and controlled burials and cemetery sites.

Timeframe of benefits

Majority of expenditure is on operating costs, with the benefit being realised in the year of expenditure. There are also longer term benefits from capital expenditure.

Contribution to need

All ratepayers and residents.

Costs and benefits of distinct funding

No benefit from distinct funding. However, the UAGC is itemised in Annual and Long Term Plans and on rates assessments so ratepayers can easily identify individual components.

Funding methods

Approximately 55% Fees and Charges and approximately 45% UAGC.

Rationale

The funding split recognises direct private benefits along with wider public benefits. Ability to pay is partly recognised by keeping burial fees at an affordable level.

COMMUNITY HOUSING AND OTHER PROPERTY

Activity Description

Provision and maintenance of community housing units throughout the district. This area also includes lease-hold land, endowment land and other property (excluding economic development property).

Community Outcome

Connected and collaborative.

Who benefits?

Mostly a private benefit to tenants. There is also public benefit from having appropriate housing available to people who may not easily be able to access private sector housing.

Timeframe of benefits

Long term.

Contribution to need

Residents who have difficulty finding appropriate housing in the market.

Costs and benefits of distinct funding

This activity is self-funding there is no requirement for rates funding.

Funding methods

100% fees and charges (rentals).

Rationale

Due to a significant private benefit, the community housing units are fully self-funded through user charges. User charges (rentals) are set at market rates to cover the cost of maintaining and upgrading the facilities.

COMMUNITY FACILITIES

Activity Description

Includes the following:

- Funding of halls and community centres throughout the district.
- Provision of swimming pools in Balclutha and Milton.
- Provision of green spaces including parks, reserves, playgrounds and sportsgrounds.
- Grant towards construction and operation of the Te Pou Ō Mata-Au Clutha District War Memorial & Community Centre.
- Grant towards construction and operation of the multi-purpose Cross Recreation Centre.
- Grant towards the construction of an extension to the Clutha Gold Trail from Lawrence to Waiholā.

Community Outcome

Vibrant rural towns and communities.

Who benefits?

Public benefit from having the facilities available and for those who have the facilities in their community.

Timeframe of benefits

An ongoing activity with benefits largely being realised in the year of expenditure. The benefit of capital expenditure is realised over a longer timeframe.

Contribution to need

All residents and ratepayers.

Costs and benefits of distinct funding

No benefit from distinct funding. However, the UAGC is itemised and the activities funded by the community services rate are listed in Annual and Long Term Plans and on rates assessments.

Funding methods

Balclutha and Milton Pools: 10-15% fees and charges; 40-45% UAGC; 40-45% targeted uniform rate (Bruce and Lower Clutha areas).

Halls and community centres: 12-18% fees and charges; 41-44% UAGC; 41-44% targeted uniform rate.

Parks, Reserves and Playground

Approximately 50% UAGC and approximately 50% targeted.

Sportsgrounds: 2-8% fees and charges, 46-49% UAGC, 46-49% uniform targeted rate.

Cross Recreation Centre: Approximately 50% UAGC and approximately 50% uniform targeted rate (Lower Clutha area).

Te Pou Ō Mata-Au Clutha District War Memorial & Community Centre: Approximately 50% UAGC and approximately 50% uniform targeted rate (Lower Clutha area).

area).

Clutha Gold Trail Extension: Approximately 50% UAGC, and approximately 50% uniform targeted rate (Lawrence-Tuapeka and Bruce areas).

Rationale

District-wide funding recognises the wide public benefit gained from parks, reserves and playgrounds. The majority of the cost is funded by the local community ensuring that communities only demand the level of service they can afford. Some fees and charges for sports groups to recognise that they have exclusive use of the sportsgrounds during their booking period.

WASTE MANAGEMENT & MINIMISATION

WASTE COLLECTION AND DISPOSAL

Activity Description

Solid Waste collection and disposal services, including the operation of a kerbside collection service, waste transfer stations and Mt Cooee landfill.

Community Outcome

Respected and sustainable environment.

Who benefits?

Private benefit to those whose recyclables and residual waste is disposed of. Also a public benefit from ensuring that waste is dealt with safely without damaging the environment or public health.

Timeframe of benefits

Short term, with some longer term benefits from the provision of the landfill.

Contribution to need

All of those who use the waste disposal services or facilities.

Costs and benefits of distinct funding

Distinct funding enables the private benefit of the kerbside collection to be recognised. Efficiencies are also gained from this being provided across the district by a single kerbside provider.

Funding methods

Approximately 30% targeted uniform rate per SUIP (based on availability of kerbside collection service); and approximately 70% Fees and charges (use of landfill and transfer stations).

Rationale

User pays ensures that the cost of waste disposal is attributed to those who create the waste and provides an incentive to reduce waste created.

WASTE MINIMISATION

Activity Description

Waste minimisation activities, including education programmes and drop-off facilities for recyclables.

Community Outcome

Respected and sustainable environment.

Who benefits?

Primarily a public benefit from reduced waste to landfill. Some private benefit to those who use free recyclable drop-off facilities to dispose of recyclable waste.

Timeframe of benefits

Currently an ongoing activity with benefits apparent in year of expenditure. Benefits will also be realised in the long term from behaviour changes as a result of education programmes.

Contribution to need

All residents and ratepayers.

Costs and benefits of distinct funding

No benefit from distinct funding. However, the UAGC is itemised in Annual and Long Term Plans and on rates assessments so ratepayers can easily identify individual components.

Funding methods

100% UAGC.

Rationale

Rating across the district ensures that recyclables drop-off facilities are free, encouraging their use.

REGULATORY AND EMERGENCY SERVICES

RESOURCE MANAGEMENT

Activity Description

Administration and monitoring of the Clutha District Plan to ensure that development and resource use maintains environmental and community standards.

Community Outcome

Respected and sustainable environment.

Who benefits?

Largely a public benefit from the sustainable management of the districts natural and physical resources. A private benefit to those who are granted a resource consent, enabling them to sustainably use their land.

Timeframe of benefits

An ongoing activity with the benefit being realised in the year of expenditure. Longer term benefit from expenditure on the District Plan.

Contribution to need

Individuals or organisations whose actions or proposed developments require resource consent.

Costs and benefits of distinct funding

No particular benefit from distinct funding.

Funding methods

60-70% Fees and charges; 30-40% district-wide CV based rate.

Rationale

Fees are set at a level to recover actual costs involved in processing the consent. The remainder is treated as a public good.

ANIMAL CONTROL**Activity Description**

Registration of dogs and responding to animal-related complaints.

Community Outcome

Vibrant rural towns and communities.

Who benefits?

Private benefit to animal owners who have their animals returned. Public benefit from the capture of wandering animals and from having Council oversee animal welfare. There is also a public benefit from having less fouling of public space.

Timeframe of benefits

An ongoing activity with largely a short term benefit.

Longer term benefit of the pound.

Contribution to need

Animal owners who do not adequately control their animals.

Costs and benefits of distinct funding

No benefit from distinct funding. However, the UAGC is itemised in Annual and Long Term Plans and on rates assessments so ratepayers can easily identify individual components.

Funding methods

Approximately 90-95% Fees and charges; and approximately 5-10% UAGC.

Rationale

User pays ensures those who contribute to the need for the activity fund the vast majority of the costs. Responsible dog owners receive a discount, recognising that they contribute less to the activity than others. The district-wide contribution recognises the public benefit.

ENVIRONMENTAL HEALTH**Activity Description**

Protection of public health and safety through licensing of food premises and other venues that have potential public health risks.

Community Outcome

Vibrant rural towns and communities.

Who benefits?

Community benefit from knowing that public health standards are being met. There is also private benefit to businesses whose operations have public health implications.

Timeframe of benefits

An ongoing activity with the benefit being realised in the year of expenditure.

Contribution to need

The public who demand safe and hygienic eateries and hairdressers. Businesses who operate in the food or hairdressing industries.

Costs and benefits of distinct funding

No benefit from distinct funding. However, the UAGC is itemised in Annual and Long Term Plans and on rates assessments so ratepayers can easily identify individual components.

Funding methods

10-15% Fees and charges; 85-90% UAGC.

Rationale

The combination of funding mechanisms reflects the individual and wider community benefits, whilst making services affordable for businesses.

BUILDING CONTROL**Activity Description**

Administering the Building Act 2004, including ensuring that buildings comply with the New Zealand Building Code.

Community Outcome

Vibrant rural towns and communities.

Who benefits?

Private benefit to building owners from having certification that their buildings are structurally sound and comply with safe building practices. There are also public safety benefits from structurally sound public buildings.

Timeframe of benefits

An ongoing activity with the benefit being realised in the year of expenditure.

Contribution to need

The community demands safe buildings, however, people who build new buildings or alter existing buildings contribute to Council's workload.

Costs and benefits of distinct funding

No particular benefit from distinct funding.

Funding methods

80-90% Fees and charges; 10-20% district-wide CV based rate.

Rationale

Fees are set at a level to recover actual costs involved in processing the consent. The remainder is treated as a public good. Capital value is used as a basis to reflect the level of likely demand for building control services and ability to pay.

ALCOHOL LICENSING**Activity Description**

Licensing and monitoring of premises from which alcohol is sold.

Community Outcome

Vibrant rural towns and communities.

Who benefits?

Private benefit to businesses who gain licences enabling them to trade. Public benefit from having alcohol available in licenced premises which meet licensing standards.

Timeframe of benefits

An ongoing activity with the benefit being realised in the year of expenditure.

Contribution to need

Those who sell or apply to sell alcohol.

Costs and benefits of distinct funding

The UAGC is itemised in Annual and Long Term Plans and on rates assessments so ratepayers can easily identify individual components.

Funding methods

100% fees and charges.

Rationale

Fees are set by statute. Any shortfall is recovered by UAGC on the basis that this activity also has an element of public good.

COMPLIANCE**Activity Description**

Protection of public health and safety through livestock control, litter enforcement, abandoned vehicles, parking enforcement, noise control and related administrative support.

Community Outcome

Respected and sustainable environment.

Who benefits?

All of community benefits from compliance activities.

Timeframe of benefits

An ongoing activity with the benefit being realised in the year of expenditure.

Contribution to need

The public who want to ensure a safe, safety and protection from nuisance outlined in the above description.

Costs and benefits of distinct funding

No benefit from distinct funding.

Funding methods

100% district-wide CV based rate.

Rationale

The funding mechanisms reflects the individual and wider community benefits.

The funding mechanism proposed is 100% district-wide CV based rate.

EMERGENCY SERVICES**Activity Description**

Includes:

Emergency management (civil defence) including 'reduction, readiness, response and recovery' actions.

Funding for tanker replacements prior to 1 July 2017 fire services amalgamation.

Community Outcome

Connected and collaborative.

Who benefits?

The whole community benefits from this public service activity.

Timeframe of benefits

An ongoing activity with the benefit being largely realised in the year of expenditure.

Contribution to need

All residents and ratepayers.

Costs and benefits of distinct funding

No benefit from distinct funding.

Funding methods

100% UAGC.

Rationale

Funding through the UAGC reflects the 'people focus' of Emergency Services.

Summary of Funding Mechanisms

ACTIVITY GROUP	ACTIVITY	OTHER	FEES & CHARGES	GENERAL RATES	TARGETED RATES		
				UNIFORM ANNUAL GENERAL CHARGE (UAGC)	DISTRICT-WIDE RATES CAPITAL VALUE (CV)	RATES BASED ON LOCATION OF AVAILABILITY OF SERVICE UNIFORM CHARGE LAND VALUE (LV)	
Community Leadership	Governance	Council			100%		
		Contract Liability Funding			100%		
		Community Boards			100%		
	West Otago Health				100%		
Economic & Community Development	Economic Development			100%			
	Community Development			100%			
	Community Projects			100%			
	Economic Development Property	100%					
Transportation	Transport (balance after Waka Kotahi subsidy)			37% ¹		63% ²	
	New footpaths			100%			
	District-Wide Main Street	Balclutha, Milton & Lawrence	20%		80%		
Water Supply	Urban Water Supply			100%			
	Rural Water Scheme			100%			
Wastewater	Wastewater			100%			
	District Sewerage Upgrade Support			10%		90%	
	Benhar, Tokoiti & Pounaweia Capital			10%		90%	

¹ District roading component ² Local roading component

Summary of Funding Mechanisms

ACTIVITY GROUP	ACTIVITY	OTHER	FEES & CHARGES	GENERAL RATES		TARGETED RATES	
				UNIFORM ANNUAL GENERAL CHARGE (UAGC)	DISTRICT-WIDE RATES CAPITAL VALUE (CV)	RATES BASED ON LOCATION OF AVAILABILITY OF SERVICE UNIFORM CHARGE LAND VALUE (LV)	
Stormwater	Urban Stormwater						100%
Community Services	Libraries		5-10%	90-95%			
	Service & Information Centres		5-10%	90-95%			
	Cemeteries		55%	45%			
	Public Toilets			50%	50%		
	Community Housing and Other Property		100%				
	Community Facilities						
	Swimming Pools		10-15%	40-45%			40-45%
	Parks, Playgrounds & Reserves			50%			50%
	Sportsgrounds		2-8%	46-49%			46-49%
	Halls & Community Centres		12-18%	41-44%			41-44%
	Clutha Gold Trail			50%			50%
	Te Pou Ō Mata-Au Clutha District War Memorial & Community Centr			50%			50%
	Cross Recreation Centre			50%			50%

Summary of Funding Mechanisms

ACTIVITY GROUP	ACTIVITY	OTHER	FEES & CHARGES	GENERAL RATES	TARGETED RATES		
				UNIFORM ANNUAL GENERAL CHARGE (UAGC)	DISTRICT-WIDE RATES CAPITAL VALUE (CV)	RATES BASED ON LOCATION OF AVAILABILITY OF SERVICE	
						UNIFORM CHARGE	LAND VALUE (LV)
Waste Management & Minimisation	Waste Collection & Disposal		70%			30%	
	Waste Minimisation			100%			
Regulatory & Emergency Services	Resource Management		60-70%		30-40%		
	Animal Control		90-95%	5-10%			
	Environmental Health		10-15%	85-90%			
	Building Control		80-90%		10-20%		
	Compliance				100%		
	Alcohol Licensing		100%				
	Emergency Services*			100%			

* Civil Defence and Rural Fire

OVERALL FUNDING CONSIDERATION

We are required by section 101(3)(b) to consider the overall impact of the allocation of liability for revenue needs on the community. It allows us, as a final measure, to modify the overall mix of funding in response to these considerations.

1. We are required to adjust the total amount collected from the 'uniform annual general charge' portion of the general rate to be within the 30% rule. If the sum of the activities to be funded from the uniform annual general charge is more than the 30% cap, we will adjust the rate down to the cap and the balance will be funded from the general rate.
2. We may use accounting provisions to spread the costs of activities over multiple years for the purpose of smoothing the cost to users and ratepayers.

Clutha District Council

Item for DECISION

Report	Rates Resolution for the Financial Year from 1 July 2026 to 30 June 2027
Meeting Date	25 June 2026
Item Number	2
Prepared By	Sharon Jenkinson – Chief Financial Officer
File Reference	1030330

REPORT SUMMARY

The Local Government (Rating) Act 2002 requires the Council to adopt by resolution the rates it intends to set for the financial year. The rates for 2026/27 can only be set once the Council has adopted the Annual Plan 2026/27.

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

RECOMMENDATIONS

- 1 That Council receives the ‘Rates Resolution for the Financial Year from 1 July 2026 to 30 June 2027’ report.**
- 2 That Council notes that the Rates Resolution for the financial year from 1 July 2026 to 30 June 2027 has been reviewed by Council’s lawyers.**
- 3 That Council sets the rates for the year 1 July 2026 to 30 June 2027 as follows (All rates and amounts are inclusive of GST):**

UNIFORM ANNUAL GENERAL CHARGE (UAGC)

A UAGC of \$886.30 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 rateable land in the West Otago Community Board area of \$96.40 per separately used or inhabited part of a rating unit.

A Community Board Targeted Rate on all rateable land in the Lawrence/Tuapeka Community Board area of \$172.50 per separately used or inhabited part of a rating unit.

WEST OTAGO HEALTH TRUST TARGETED RATE

A targeted rate of \$99.90 per separately used or inhabited part of a rating unit (SUIP) on all rateable land within the West Otago Health Trust service catchment area (which is the same as the West Otago Community Board area).

WASTEWATER UPGRADE SUPPORT

A District Wastewater Upgrade Support Targeted Rate on every rateable rating unit in the district of 0.002401 cents in the dollar of capital value.

DISTRICT-WIDE FACILITIES TARGETED RATE

A District-wide Facilities Targeted Rate on every rateable rating unit in the district of 0.005599 cents per dollar of capital value.

PLANNING/REGULATORY TARGETED RATE

A Planning/Regulatory Targeted Rate on every rateable rating unit in the district of 0.020427 cents per dollar of capital value.

DISTRICT ROADING TARGETED RATE

A District Roothing Targeted Rate on every rateable rating unit in the district of 0.031422 cents per \$ of capital value.

LOCAL ROADING TARGETED RATES

A Local Roothing Targeted Rate as a fixed amount on every rateable 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 Roothing 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	0.10013
Clinton	61.30	0.19835
Heriot	61.30	0.04219
Kaitangata	61.30	0.22626
Kaka Point	61.30	0.04323
Lawrence	61.30	0.09260
Milton	61.30	0.05876
Owaka	61.30	0.16367
Papatowai	61.30	0.04062
Pounawea	61.30	0.04023
Stirling	61.30	0.10908
Taieri Mouth	61.30	0.02614
Tapanui	61.30	0.08267
Waihola	61.30	0.01689
Rural	58.30	0.07386

NEW FOOTPATHS TARGETED RATE

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

	AMOUNT (\$) PER SUIP
Balclutha	40.80
Kaitangata	13.70
Kaka Point	22.80
Lawrence	9.90
Milton	66.10
Owaka	10.50
Stirling	48.60
Tapanui	9.20

URBAN WATER SUPPLY TARGETED RATE

An Urban Water Supply Targeted Rate set as a fixed amount per separately used or inhabited part of a rating unit (SUIP) on all rateable 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	1,700.70	850.35
Benhar	1,700.70	850.35
Clinton	1,445.60	722.80
Kaitangata	1,700.70	850.35
Kaka Point	1,445.60	722.80
Lawrence	1,700.70	850.35
Milton	1,700.70	850.35
Owaka	1,445.60	722.80
Stirling	1,700.70	850.35
Tapanui	1,700.70	850.35
Waiholā	1,445.60	722.80

RURAL WATER SCHEMES TARGETED RATE

Rural Water Scheme Targeted Rates are set for each rural water scheme in the table below:

- on all rating units connected to a scheme, as an amount per unit of water supplied (being one cubic metre of water per day);
- on all rating units to which a connection is available that has been allocated water units, where the number of water units has been reduced or fully relinquished since 1 July 2023 (except where approval has been given for the transfer of water units to another property in the same scheme), differentiated at 50% per unit of water.

	AMOUNT (\$) PER UNIT SUPPLIED	AMOUNT (\$) PER UNIT AVAILABLE
Balmoral/Tuapeka	1,022.10	511.05
Clydevale/Pomahaka	580.90	290.45
Glenkenich	662.20	331.10
Moa Flat	465.00	232.50
North Bruce	607.00	303.50
Richardson	605.80	302.90
South Bruce	351.70	175.85
Waipahi	413.30	206.65
Wangaloa	582.10	291.05

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)	925.60	462.80
Clinton	925.60	462.80
Heriot	925.60	462.80
Kaitangata	925.60	462.80
Kaka Point	925.60	462.80
Lawrence	925.60	462.80

Milton (including Tokoiti)	925.60	462.80
Owaka (including Pounaweia)	925.60	462.80
Stirling	925.60	462.80
Tapanui	925.60	462.80
Waiholā	925.60	462.80

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	494.80	247.40
Clinton	494.80	247.40
Kaitangata	494.80	247.40
Kaka Point	494.80	247.40
Lawrence	494.80	247.40
Milton	494.80	247.40
Owaka	494.80	247.40
Tapanui	494.80	247.40
Heriot	494.80	247.40
Pounaweia	494.80	247.40
Stirling	494.80	247.40

Taieri Mouth	494.80	247.40
Waihola	494.80	247.40

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 \$388.00 per standard service provided to the rating unit (standard service is one pair of bins per separately used or inhabited part of a rating unit).

COMMUNITY FACILITIES TARGETED RATE

A Community Facilities Targeted Rate on all rating units in the district set as a fixed amount per separately used or inhabited part of a rating unit (SUIP) and differentiated based on location, as set out in the table below:

	AMOUNT PER SUIP (\$)
Bruce	251.20
Catlins	64.90
Clinton	94.90
Lawrence Tuapeka	164.60
Lower Clutha	419.40
West Otago	70.00

- 4 That Council resolves that rates be payable in four equal instalments with the due dates set out below:
 - Instalment 1: Friday 28th August 2026
 - Instalment 2: Friday 27th November 2026
 - Instalment 3: Friday 26th February 2027
 - Instalment 4: Friday 28th May 2027.
- 5 That Council resolves to apply penalty charges of 10% to so much of any instalment not paid on or before the due date on 4th September 2026 (for instalment 1), 4th December 2026 (for instalment 2), 5th March 2027 (for instalment 3), 4th June 2027 (for instalment 4).
- 6 That Council resolves to apply penalty charges of 10% to all rates and penalties unpaid from previous years as at 1st July 2025. This penalty will be added on 3rd July 2026. A further penalty of 10% will be added on 8th January 2027 to any amounts to which a penalty was added on 3rd July 2026 if they still remain unpaid.
- 7 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 an Annual Plan each financial year under Section 95 of the Local Government Act 2002. The Funding Impact Statement and Detailed Funding Mechanisms form part of the Annual Plan and must comply with Part 2 of Schedule 10 of the Local Government Act 2002, and the Local Government (Rating) Act 2002.

The Rates resolution along with the Revenue and Financing Policy, Funding Impact Statement and Detailed Funding Mechanisms have been reviewed by Council's lawyers, Simpson Grierson.

2 Strategic Goals and Outcomes

The Annual Plan 2026/27 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 2026/27, resulting in the final plan.

4 Consultation

Consultation has been completed for the Annual Plan 2026/27 in accordance with relevant legislation.

5 Policy Considerations

The Funding Impact Statement forms part of the Annual Plan 2026/27 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 2026/27.

Clutha District Council

Item for DECISION

Report	Annual Plan 2026/27 & Schedule of Fees and Charges 2026/27 - Response to Submitters
Meeting Date	25 June 2025
Item Number	3
Prepared By	Steve Hill - Chief Executive Officer Peter Stafford – Strategic Planning Manager
File Reference	1030280

REPORT SUMMARY

This report asks Council to approve responses to submitters.

RECOMMENDATIONS

1. That Council receives the 'Annual Plan 2026/27 & Schedule of Fees and Charges 2026/27 - Response to Submitters' report.
2. That Council agrees all submitters will be advised by general letter (**Attachment A**) on the overall outcomes of the final Annual Plan 2026/27 and Schedule of Fees and Charges 2026/27 by His Worship the Mayor, following Council's final decision on the Annual Plan at the meeting scheduled for 25 June 2026.
3. That Council approves other specific responses to the Annual Plan 2026/27 submitters at **Attachment B**, and notes these will be included within His Worship the Mayor's general letter.
4. That Council notes other specific responses to the Proposed Schedule of Fees and Charges 2026/27 were agreed at the Council meeting on 19 & 21 May 2026, and notes these will be included within His Worship the Mayor's general letter as outlined in **Attachment B**.
5. That Council notes organisations that successfully submitted "*Community Funding Requests*" will be advised of the outcomes by His Worship the Mayor with a specific letter (**Attachment C**) in accordance with decisions made at Council meeting on 19 & 21 May 2026. Unsuccessful submitters will be also advised.
6. That Council delegates to the Chief Executive the authority to address consequential matters that are required to facilitate dispatch of submitter response letters or to make minor editorial amendments.

REPORT

1 Submissions responses – General Letter from His Worship the Mayor

Overall, submissions show strong community concern about affordability, with many submitters focused on the cumulative effect of recent and proposed rates increases, especially in smaller towns and rural areas. Across the document, the dominant themes are

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rates pressure, rural water charging, community facility funding, and the closure of the Milton Pool for 2026/27.

General Letter from His Worship the Mayor

The letter thanks submitters for their feedback and covers Council's overall decisions on the Annual Plan 2026/27, and Schedule of Fees and Charges 2026/27 including Council having to balance both Council's obligations to deliver services and fiscal restraint, and note that the decisions are guided by the Long-Term Plan 2024/34 which was extensively consulted on and audited prior to finalisation.

Additional responses to specific matters.

Additional specific responses to matters raised by submitters are proposed in Attachment B.

Community Funding Requests.

Organisations that successfully submitted "Community Funding Requests" will be advised of the outcomes by His Worship the Mayor with a specific letter (Attachment C). Unsuccessful submitters will be also advised.

Attachments:

Attachment A: General letter in response to submitters on the overall outcomes of the final Annual Plan 2026/27 and Schedule of Fees and Charges 2026/27.

Attachment B: Summary of all responses proposed – together with additional specific responses where required. – UNDER SEPARATE COVER.

Attachment C: Letter in response to "*Community Funding Requests*".



Address all correspondence to:
The Chief Executive

Our Reference
Planning for the 2026/27 Financial Year

«Date»

«First_Name» «Last_Name»

«Organisation_Name»

«Postal_Address»

Or

Emailed: «Email_address»

Dear «First_Name»

Planning for the 2026/27 Financial Year – Annual Plan and Fees & Charges

Thank you for your valuable feedback which has played an essential role in shaping our decisions for the 2026/27 Annual Plan.

As I remarked in my forward to the Annual Plan, it has been a difficult task to stretch every dollar.

Both councillors and I are acutely aware that rising living costs are placing significant pressure on household budgets across our communities, and we do not take the impact of our decisions lightly.

This Annual Plan highlights notable variations from the 2024/34 Long Term Plan, which serves as the broader framework for our district's operations.

We reviewed our projects lists and operational expenditure prioritising essential works.

However, we can no longer continue to defer critical capital infrastructure investment.

For many years, our district has managed to keep rates low by deferring projects, but we have reached a point where that strategy is no longer sustainable.

This historical under-investment, combined with the current uncertainty surrounding Waka Kotahi NZ Transport Agency funding, has left us with no choice but to address these costs now to ensure the future resilience of our essential services.

The most significant variation pertains to rates, which are set to increase by 20.54% district-wide for 2026/27.

This increase exceeds the council's self-imposed rates cap of 20%, established three years ago.

This year Council also sought and responded to feedback from residents and ratepayers on several key issues.

This has resulted in the following:

- Funding \$2.5m for the Integrated Tapanui Library and West Otago Community Centre
- Restarting voluntary targeted rates (VTR) for specific activities to support residents in accessing home energy improvements, infrastructure and urgent health and safety
- Introduction of availability charging for rural water schemes (RWS) but decided to not introduce any assistance capping.
- Not opening the Milton Centennial Pool for the 2026/27 season, which will result in an estimated saving of \$115,000.
- Updating Council's Revenue and Financing Policy, and approval of urban water rating maps.

Where required - insert specific content approved by Council referred to Agenda Report 3 Response to Submitters in relation to feedback received (Attachment B)

Overall, we have endeavoured to create a fiscally prudent Annual Plan that balances the immediate needs of our infrastructure with the financial realities facing our residents.

I want to reassure you that we diligently sought every solution to trim costs.

Thank you for taking the time to engage in the consultation process. Your participation is vital to the health of our local democracy.

If you would like to find out more, the Annual Plan 2026/27 can be accessed at www.cluthadc.govt.nz, or at Council offices and libraries throughout the district.

We have also included the media release on Council's decisions for your reference.

Jason (Jock) Martin

YOUR MAYOR



MEDIA RELEASE

Insert



CLUTHA DISTRICT COUNCIL

Address all correspondence to:
The Chief Executive

Our Reference
«Date»

«Date»

«First_Name» «Last_Name»
«Organisation_Name»
«Postal_Address»
Or
Emailed: «Email_address»

Dear First_Name»

Clutha District Council Annual Plan Decisions 2026/27 – Community Funding Requests

I want to thank you very much for taking the time to engage in the Annual Plan 2026/27 consultation process.

Your participation is vital to the health of our local democracy.

Elected members and I have worked hard to create a fiscally prudent Annual Plan that balances the immediate needs of our infrastructure with the financial realities facing our residents.

With respect to your request for community funding, at Council's meeting on 21 May 2026, Council resolved the following:

«Insert Decision from Council meeting minutes of 19&21 May»

Included with this letter if applicable is:

1. An invoice template for your use to receive the grant.
2. A community funding agreement between your organisation and Clutha District Council.
3. A results-based accountability reporting template for you to use to report back on the outcome of having received this funding.

Please fill out the invoice template as well as sign the community funding agreement and return to the Clutha District Council, either by:

Emailing to help.desk@cluthadc.govt.nz or dropping it into your local community library.

On receipt of both the invoice and the signed community funding agreement the grant payment will be actioned.

If you have any questions or concerns about this process, please contact our Community Development Team Leader Lilly Paterson on 0800 801 350

Yours sincerely

Jason (Jock) Martin
YOUR MAYOR

C.C Community Development Team Leader Lilly Paterson.

Clutha District Council

Item for DECISION

Report	Risk & Assurance Committee Recommendations
Meeting Date	25 June 2026
Item Number	4
Prepared By	Julie Gardner – Executive Assistant/Governance Advisor
File Reference	1031526

REPORT SUMMARY

Recommendations made by the Risk & Assurance Committee to Council at a meeting held on 11 June 2026. As the Committee is a full committee of Council it is not intended to replicate the original Committee reports.

RECOMMENDATIONS

That the following recommendations made by the Risk & Assurance Committee to Council at the meeting on 11 June 2026 be adopted:

1. LATE ITEM: 2026 DELOITTEE AUDIT PROPOSAL AND PLANNING REPORT

That Council approves the signing of the Audit Engagement letter by the Mayor on Council's behalf.

That Council approves the signing of the Audit Proposal letter by the Mayor on Council's behalf.

Clutha District Council

Item for DECISION

Report	Interim Regional Spatial Planning Governance Group
Meeting Date	25 June 2026
Item Number	5
Prepared By	Olivia Dickson – Planner
File Reference	1030279

REPORT SUMMARY

This paper seeks Council’s approval to nominate two elected member representatives to the Interim Regional Spatial Planning Governance Group, a cross-council governance body being established to provide early elected member oversight of regional spatial planning across Otago.

RECOMMENDATIONS

- 1 That Council receives the ‘Interim Regional Spatial Planning Governance Group report.**
- 2 That Council approves the nomination of two elected member representatives to the Interim Regional Spatial Planning Governance Group, being Rachel Harrison and Dean McCrostie or nominates and approves two alternative elective members to represent the Clutha District.**
- 3 That Council delegates authority to the Interim Regional Spatial Planning Governance Group to appoint an independent Chair at its first meeting.**

REPORT

1 Background

The Government is undertaking a significant reform of the resource management system. The Planning Bill and Natural Environment Bill were introduced to Parliament in December 2025 and are currently before the Environment Select Committee, whose report is due in late June 2026. Royal Assent is expected in September 2026.

Under the Planning Bill, all local authorities within a region are required to jointly prepare a regional spatial plan covering at least a 30-year horizon. The regional spatial plan sets the region’s strategic spatial framework for urban development, infrastructure investment, environmental limits, and land use.

The Planning Bill requires all local authorities in a region to establish a statutory Spatial Plan Committee (clauses 71–73) to develop and oversee the regional spatial plan.

As a starting point, all local authorities within a region are required to enter into a “process agreement” covering scope, roles, decision-making arrangements, dispute resolution, and engagement with iwi.

The Otago context

Otago is a large and diverse region facing significant spatial planning challenges. These include rapid growth pressures, infrastructure constraints, climate adaptation and natural hazard risks, and cross-boundary issues with Canterbury, West Coast and Southland. The regional spatial plan will need to address all these matters in a coordinated way.

Work has been underway at the officer level for some time. The Otago Planning Managers Group met with Southland counterparts in February 2026 and has met monthly since, with meetings focused solely on regional spatial planning. Representatives from Kāi Tahu (via Aukaha and Te Ao Marama Inc) have participated in all Otago Planning Managers meetings.

The work is now moving from officer-level coordination to a formal project with governance, leadership, and resourcing in place. All arrangements being established now are designed to be adaptable as the legislation is finalised.

Regional spatial planning is one of the five regional focus areas identified at the Otago Mayoral Forum on 6 March 2026. The Otago CE Forum met on 24 April 2026 to progress a region-wide approach, and agreed to establish a formal programme of work, including a dedicated project lead.

On 22 May 2026, the Otago Mayoral Forum considered a paper focussed on governance and leadership for regional spatial planning. Members resolved to take forward a Council paper (this paper) asking Otago’s Councils to establish and nominate elected members for an Interim Regional Spatial Planning Governance Group.

2 Strategic Goals and Outcomes

2.1 Community Outcomes

- Vibrant Rural Towns and Communities
- Connected and Collaborative
- Healthy Sustainable Environment

2.2 Key Priority Areas

- Healthy Safe Communities
- Support Culture & Heritage
- Adapt to Climate Change
- Invest in Infrastructure
- Improved Environmental Footprint
- Jobs are Filled
- Enough Quality Housing

3 Assessment of Options

The Interim Regional Spatial Planning Governance Group (the Interim Group) is designed to bridge the gap from now until enactment and the establishment of the formal Spatial Plan Committee under the Planning Act.

The Interim Group's primary task in the early phase will be to develop a draft process agreement as described above. It would also progress a term of reference for the Spatial Plan Committee. The process agreement and terms of reference would not be finalised until the Bills are enacted and a formal Spatial Planning Committee is established. The Interim Group will be supported by a project structure involving executive-level, planner and technical staff from Councils across the region.

It is intended that the Interim Group operate informally rather than as a formal joint committee, providing elected member oversight while remaining adaptable. The group would operate by unanimity, reflecting the partnership nature of the regional spatial planning process.

The proposal anticipates the appointment of an independent Chair for the Interim Group. The Chair will preside over and facilitate meetings, help the Interim Group navigate competing priorities and maintain momentum, and provide an independent, neutral perspective as the programme moves from interim to statutory arrangements.

Otago's Chief Executives are in the process of identifying candidates for the independent Chair role, and it is proposed that the Interim Group, once established, be delegated authority to appoint its Chair.

Since none of the elected members are commissioners this term, the elected members portfolios were considered to be the first choice among the elected members to sit on this Interim Regional Spatial Planning Governance Group as they will have an understanding of CDC Planning function as part of their portfolio.

4 Iwi Consultation

The Otago Mayoral Forum noted that further advice will be sought from Kāi Tahu regarding appropriate governance and operational arrangements for mana whenua partnership and participation. Accordingly, Kā Rūnaka will be invited to nominate representatives to the Interim Group, should this be their preference, at the Te Rōpū Taiao Otago hui on 3 July 2026.

Kā Rūnaka will be invited to nominate representatives for the Interim Group, should this be their preference, at the Te Rōpū Taiao Otago hui on 3 July 2026.

5 Legal Considerations

The Government's May 2026 Head Start announcement does not change the need to progress regional spatial planning now. Even on the most optimistic Head Start timeline, any reorganisation will not be in place before the Planning Bill's regional spatial plan notification deadline.

The Government has confirmed that any subregional unitary authorities formed through Head Start must continue with spatial planning at the regional level at the time of enactment of the Planning Bill and Natural Environment Bill. The Bills allow for subregional plans to feed into the broader regional spatial plan where appropriate.

A future Otago Central Lakes Regional Deal is likely to respond to many of the same growth-related issues that will be addressed through the regional spatial plan. Any governance arrangements for the Deal's implementation will need to be aligned with regional (and subregional) spatial planning. This is another reason to keep the interim arrangements informal and adaptable.

The interim arrangements are therefore the right response regardless of how the Head Start and Regional Deal processes resolve. They are deliberately non-prescriptive about future governance form and designed to transition into whatever structure ultimately emerges.

6 Options

Council can approve the nomination of representatives to the Interim Group or decline to do so.

Declining risks the Interim Group not proceeding or proceeding without Clutha District Council's input. Either outcome would result in Clutha District Council and the Otago region as a whole being less prepared for the formal establishment of a Spatial Plan Committee.

7 Next Steps

Subject to the Council's decision, the names of the nominated representatives will be shared with cross-council staff who are establishing the Interim Group.

Once all nominations are received, cross-council staff will convene the first meeting of the Interim Group and confirm arrangements for the independent Chair.

Clutha District Council

Item for DECISION

Report	Lovell's Flat Hall Feedback and Decision
Meeting Date	25 June 2026
Item Number	6
Prepared By	Delwyn Burrow – Team Leader Community Facilities
File Reference	1028850

REPORT SUMMARY

The purpose of this report is to summarise recent feedback from a consultation process to determine the future of the Lovell's Flat Hall, and to enable a decision on whether to demolish this hall.

RECOMMENDATIONS

- 1 That Council receives the 'Lovell's Flat Hall Feedback and Decision' report
- 2 That Council approves/does not approve the demolition of the Lovell's Flat Hall.
- 3 That Council approves/does not approve the proposal to develop the Lovell's Flat reserve as a picnic area, and to retain the pool.

REPORT

1 Background

1.1 Environment setting

Lovell's Flat Hall is located at 151 Station Road, halfway between Milton and Balclutha (Figure 1). The building formed part of the Lovell's Flat School which closed in the 1970's, and as such is not designed expressly as a community hall. The hall is located on a gazetted Recreation Reserve, with an area of approximately 8,696 m² (Figure 3).

The reserve has a pleasant rural outlook with extensive grassed areas and large shade trees. A swimming pool is on site, and the reserve and pool are used by the local community during summer months.

The hall interior has suffered widespread damage due to water and borer. A condition assessment report by WSP in 2020 noted that if the structural timber is rotten, the building would be vulnerable in an earthquake. The hall is rarely, if ever used, with groups preferring to use the adjacent, smaller Bruce Memorial Hall.

The hall characteristics were summarised in a 2020 report to Council, included as Attachment 1.



Figure 1 Lovell's Flat Hall (May 2026)



Figure 2 Lovell's Flat Hall, showing pool facility on the left (May 2026)

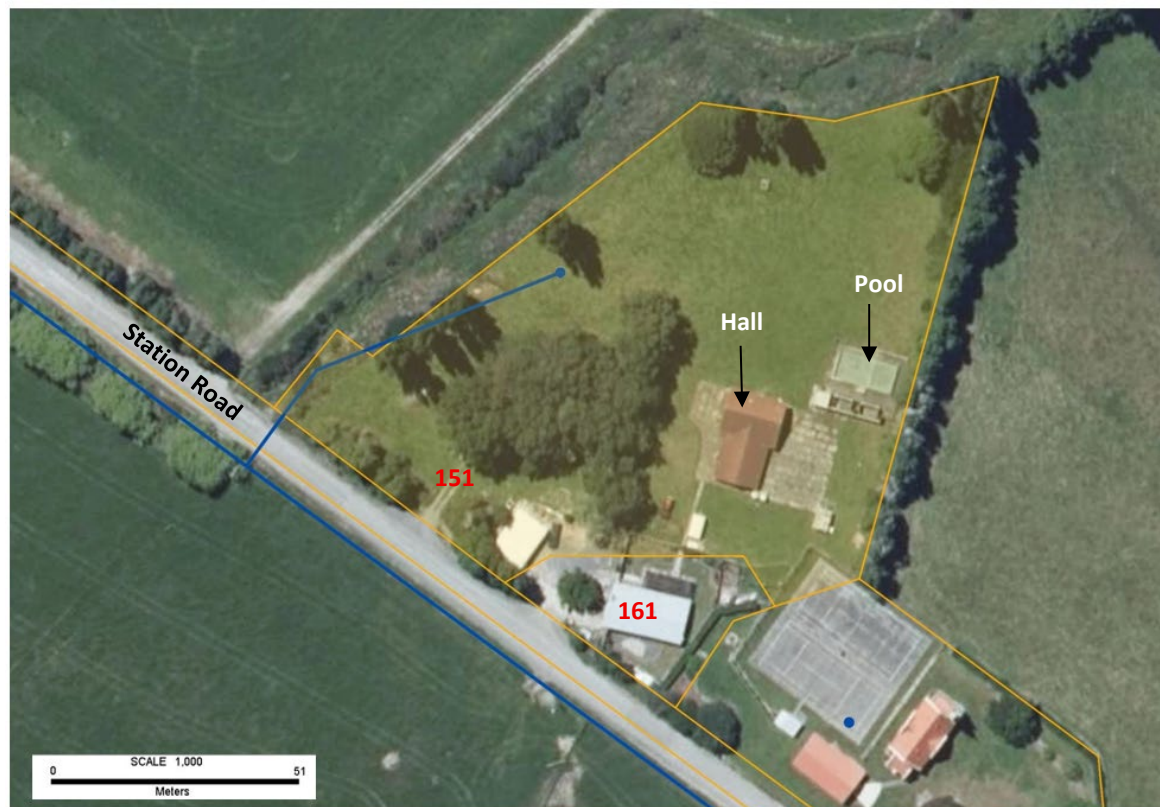


Figure 3 Lovell's Flat Recreation Reserve (shaded orange) with CDC water supply marked in blue. Source: LINZ.¹

¹ An assessment of the boundary between the reserve and 161 Station Road is included as Attachment 8.3.

2 Strategic Goals and Outcomes

2.1 Community Outcome

- Vibrant Rural Towns and Communities

2.2 Key Priority Area

- Healthy Safe Communities

3 Consultation

3.1 Preliminary community engagement

Staff attended a meeting of the hall committee on 2 March 2026 and provided information regarding potential future options. After considering the deteriorating hall condition, usage, and community characteristics, the committee expressed a desire to:

1. Retain the reserve and pool for public use
2. Demolish the hall
3. Develop a toilet facility on site for reserve and pool users, and
4. Upgrade the reserve as a picnic area.

3.2 Formal consultation

The formal public consultation period started on 25 May and finished on 8 June.

The consultation question was as follows:

Do you support the proposal to demolish the Lovell's Flat Hall, retaining the swimming pool and reserve for public use?

A total of 14 submissions were received. Of these, 10 were in favour of this proposal, and four were against. It is noted that an additional eight submissions were made from the same IP address, all in favour of the proposal, and with various random comments, names and a Christchurch (Ilam) address provided. It is assumed these submissions were from the same person and they have not included in this analysis.

Several submitters provided additional comments, and these have been grouped into themes, as shown in Figure 4. The three most common themes related to development of the pool/reserve area, creation of a toilet, as well as the importance of the reserve as a place for the community to gather. The full comments are provided in Appendix 4.

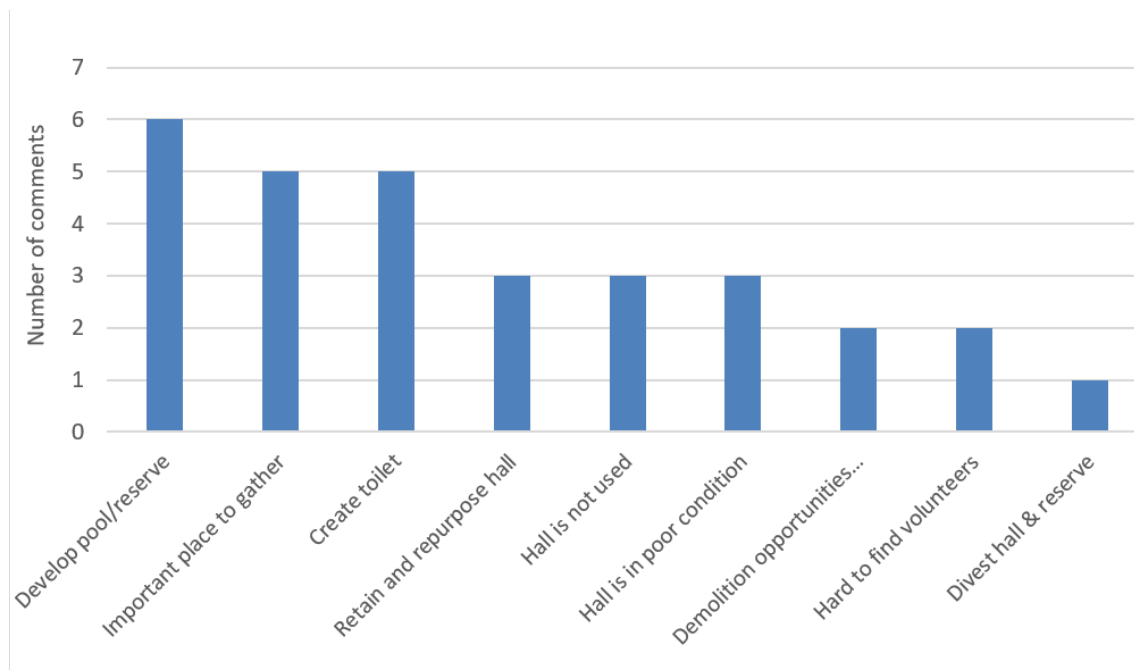


Figure 4 Number of feedback comments relating to various themes

In addition to the formal submissions received, there were several comments in response to the post on Council's Facebook page. These are included in Attachment 5.

4 Policy Considerations

Staff are working under the direction provided through the 2024/34 Long Term Plan, which states that, where possible, control and/or ownership of halls should be transferred to independent community organisations. Council set a 3-year timeline to implement the divestment programme, and Community Services staff have taken responsibility for this task, in addition to their community facilities operations role.

The Lovell's Flat Hall Committee's preferred option generally aligns with the LTP direction, except that they do not wish to retain the hall and would rather see it demolished as it is no longer fit for purpose and may be unsafe for public use. The committee would like to retain management responsibility for the pool and reserve and would likely request a small annual operating grant from Council in recognition of the public benefit of the remaining facilities.

5 Financial Impact

The latest Revenue & Expenditure Statement is shown in Attachment 3. This shows budgeted annual income of \$7,714 (including \$7,424 of rates income), and a budgeted annual expenditure of \$7,529. Hall insurance and repairs are two of the larger expenses.

As at 30 June 2025, there was \$26,424 in reserve funds.

Immediate costs associated with the proposal are estimated as follows:

1. Hall demolition, estimated to be at least \$20,000, although it may be possible to complete this work at a reduced cost.
2. Plumbing costs, estimated to be \$2,000 to \$3,000. This includes costs to cap water and sewage to the hall and assumes the septic tank would be kept to service a new toilet in the future.

3. Electrical work should not be required, as electricity to the hall is already disconnected and a supply has already been provided to the pool pump shed.

Other items of work which might be undertaken subsequently, with additional costs, include:

1. Reserve improvements (e.g. landscaping, earthworks, pathways, plantings, picnic table)
2. Replacement toilet.

Any work undertaken by Council on the reserve would need to be within the available funding, and reserve funds require approval from council elected members before they can be used for capital projects.

As noted above, the committee may request an operating grant from Council to help maintain the remaining facilities.

6 Assessment of Options

The following process was approved by Council on 1 April 2026. This report allows for the completion of steps 4 and 5 – feedback report and Council Decision.

Action	Date completed
1. With input from the hall committee, place a notice in the Clutha Leader and the Genesis summarising their proposal to retain the reserve and pool, demolish the hall, and upgrade the reserve.	25 May
2. Provide a two-week period for public feedback	8 June
3. Collate feedback, discuss with hall committee to confirm their direction	19 June
4. Present feedback report and Decision Item to Council	25 June
5. Council Decision	25 June
6. Staff to implement Council Decision, with involvement of hall committee	2026-27

There are two options for Council to consider:

1. *Potential hall demolition:* The benefit of this option is that there would be no need to complete work to bring the hall back to a serviceable condition. Any remaining Council funds can be put towards costs of demolition and other upgrades on the reserve. The reserve and pool would remain available for community use. The risks are that this would result in the permanent loss of the hall as a community facility, and that the cost of demolition may exceed available reserve funds.
2. *Status quo:* Council retains ownership and control of the hall and land in a holding position. The key risk associated with this option is that the building will continue to deteriorate, with limited maintenance work being undertaken. The hall is likely to remain basically unused. Council is unlikely to fund significant repairs if there is no guarantee the hall will be used regularly in future.

7 Attachments

7.1 Attachment 1: Lovell's Flat Hall characteristics²

Hall characteristics and financial information	
Year of construction and building type	1940's. Timber framed, weatherboard, concrete tile roof.
Distance / driving time to closest major town:	13.3 km / 12 minutes (Milton) 16.2 km / 18 minutes (Balclutha)
Replacement Value (May 2020)	\$700,000
Market Value (May 2020)	\$200,000
Available funding ³	
Depreciation reserves (February 2026)	\$26,000
Summary of WSP Building Condition Report	
Level of service star rating (out of 5)	1.8 (Low)
Major items of risk	• External: Roof and eaves repair; replace rotten weatherboards and repair downpipes. • Internal: Borer and rodent control; replace lining; extensive electrical upgrade.
Replacement work cost	Not assessed by WSP. An estimate of at least \$30,000 per year may be realistic. The estimated cost for an electrical upgrade was at least \$35,200.
Community characteristics	
Current hall funding and management arrangements:	Funded by CDC, local community involved in day-to-day management.
2018 local population (change since 2013)	174 (+3)
2018 Bruce Ward population (change since 2013)	2,250 (+207)

² Source: GHC, 2020. *Review of Community Halls in the Clutha District*. Report prepared for Clutha District Council

³ The Committee can spend approved budgets in consultation with Council staff. Loan funding and depreciation reserve funds require a request from the hall committee to Council staff and then approval from Council elected members before they can be utilised for capital projects.

7.2 Attachment 2: Reserve boundary with 161 Station Road

The following map shows the parcel boundary for 161 Station Road and adjacent reserve. This was produced using a survey plan from 1981 and differs from the data provided to CDC by LINZ (as shown in Figure 3). Although there is some uncertainty about this boundary, this should not significantly impact a decision to demolish the hall and upgrade the reserve area.



7.3 Attachment 3: Revenue and Expenditure Statement – Lovells Flat Hall

Clutha District Council
Lovells Flat Recreation Reserve Board

REVENUE & EXPENDITURE STATEMENT

1st July 2025 - 31st March 2026

	Actual YTD	Budget Full Year
Opening Balance	\$3,735	\$0
Revenue		
Rates	\$5,568	\$7,424
Income - Hire	\$218	\$291
Total Income	<u>\$5,786</u>	<u>\$7,714</u>
Operational Expenditure		
General Expense	\$0	\$145
Insurance	\$2,312	\$1,513
Interest	\$0	\$301
Building repairs	\$0	\$2,360
Electricity	\$1,099	\$1,405
Share of Overheads	\$1,286	\$1,714
Depreciation	\$68	\$91
Total Operational Expenditure	<u>\$4,764</u>	<u>\$7,529</u>
Capital Expenditure		
Renewals	\$0	\$0
Total Capital Expenditure	<u>\$0</u>	<u>\$0</u>
Loans		
Loan Principal Received	\$0	\$0
Less Loan Principal Paid	\$0	(\$186)
	<u>\$0</u>	<u>(\$186)</u>
Balance as at 31st March 2026	<u><u>\$4,757</u></u>	<u><u>\$0</u></u>
Special Funds 30th June 2025	<u><u>\$26,424</u></u>	

Note: Committees can spend approved budgets such as Opening Balances and Building Repairs and Renewals (green) in consultation with Council Staff. Reserve funds (orange) and loan funding (blue) require a request from the hall committee to council staff and then approval from council elected members before they can be utilised for capital projects.

It is suggested that committees do this during the annual plan/long term plan process.

It is also suggested that committees fund their capital work through reserves first and loans second.

Council would like to reinforce that your budgets can be changed and if additional capital work is needed, the funding can be applied for.

7.4 Attachment 4: Feedback comments

Hi b f homes is a demolition company and would like to put in a quote to demolish this building. I recycle and are GST registered. Please email me any information if demolition is needed. Kind regards.
I think the idea of developing the reserve is a great idea!
I'm the current chairman of the rec reserve. Over the years we haven't got the commitment for people to help maintain the grounds. I've recently had a working bee to clear trees, and I was the only one to show up. Two of my kids cleaned and filled the pool this year, was usually Steve in the house next to the grounds before his stroke. People want something without helping. The hall hasn't been used in a long time; its current condition isn't great. With water damage, borer, no water and old facilities. It's hard enough keeping the pool going with neighbours taking turns to maintain and clean on a roster. But no one has been interested in the upkeep of the hall. Lyn used to clean and tidy it but she's too busy now and it was a thankless task. If we can clear the site add a toilet block and a simple shelter for summer gatherings that would be great now that our community picnics at the church will be no more.
I believe there is a better cost-effective option - for CDC to sell the community hall and let someone to redevelop/renovate it. It is not in the state that it is not fixable. Save ratepayers money.
Fundraising to repair so community can use .
Let the fire brigade burn it down in a safe manner and good training for them.
If the pool and reserve is kept it will come at a cost to CDC ratepayers who already are struggling with an additional 20% rate increase from a council who cannot control spending. So as a ratepayer I do not support keeping the pool and reserve
I've basically held the keys for booking the hall for a good 20 years. In that time, it has only been used for less than 5 birthday celebrations, a couple of Xmas days and for a few weeks an upholstery furniture class. We struggled with the toilets, repaired and replaced but always had water issues. The men's are truly awful. The ladies ok but old. When they were open during the pool season they would block and have to be cleaned by me. The hall is ok to use when it's mild, but once the cold hits it's freezing due to the school windows. The replaced roof is good, but starlings can be a nuisance. The windows sometimes come open and then birds get in. The whole place is full of borer. The water is now shut off due to a leak; the power has been condemned due to its age - although it was working fine until the council said otherwise. Community events have usually been centred around the church hall. With the recent selling of that we would like to have a tidy spot to hold gatherings e.g. ANZAC day service, Christmas/ Feb community get-together's. We have diligently kept the pool going. This is a focal point in the summer. It's easier to give the younger children an off-farm exercise place that's doable and easy to fit in around summer farming. We meet the neighbours and can relax during the day or after a busy farm day. We have had the Otago RiverCare days come. Where members from all around Moneymore, Kai, Hillend, Stirling, Adam's Flat etc have joined the Lovells Flatters for a few hours to chat, the kids have played in the pool and enjoyed ice cream. Everyone has had a good catch up. When we have easily looked after the grounds by grazing with rams. We have an annual working bee to clean around the grounds, clean and water blast the pool and fill for the season. We take turns in its maintenance weekly. This system has worked since at least the 80's. We realise losing the school hall is a big decision, but no one wants to caretake it - I got lumped with that when it was already well past its use by date. I have been made to feel like I haven't done enough by people that are good at being critical but will never help. But hell with 3 kids a full-time job, sports for kids, and a farm to run I couldn't work miracles, I tried and when I'd clean and tidy organise repairs no one would use it. Steve next door in the old schoolhouse thinks we could make money from freedom campers - which could be worth doing for \$. But we do have a foster family that uses the pool with vulnerable children to think of. Ideally, I'd like to see a toilet added with a large covered picnic table. A flat area to set up chairs and a

portable BBQ for gatherings. If the new owners of the church aren't keen on letting the ANZAC service continue as it does, it could be held on the reserve, and if they don't want the monument, it could be placed there too to preserve our communities culture and history. Please contact me if you would like to talk further on my experiences and thoughts. I'm hoping for a practical solution to move forward with that's easy to maintain and future proofed. Regards Lyn Clark
Be lovely to keep it going but for what purpose. Who would use it? Demolish and maybe put up a shed and a toilet for use with the pool
Definitely need to retain the swimming pool and reserve for public use. Development of a toilet also an excellent idea.
Restoration of the building is not a practical option really. This area is an important community facility. The swimming pool and reserve with toilet facility and provision for some seating would be very welcome for all users. Family and community picnics etc. A central gathering place is important in communities for farming families, residents and visitors too.
The Lovells Flat district has had the use of the Presbyterian Church and Bryce Hall for its use but they have now been sold to a private buyer and our future involvement with these building is unknown and because they are now owned privately they will always be not our concern if sold again. It is now time for the District to consider fixing up the School building for its use in the future The building is capable of being used for meeting and events and adds to the picnic events with the kitchen and baths. The cost to fix the roof damaged in the October storm should be able to be fixed by insurance. A quote of \$13486.00 was given to me by Edwards and Hardy \$5040.00 of this included edge protection. Spouting cleaning and moss removal of \$2230.00 would probably not be claimable. The frost damage in the ceiling only needs a tee replaced in the water tank. This would fix the supply to the kitchen and the toilets. The power is already fixed to the baths and the building would not take too much to reconnect. This activity makes a lot more sense than \$20000.00 To demolish.

7.5 Attachment 5: Facebook comments

POST 1, 25 May 2026 – Consultation is open


Clutha District Council
Published by Beki McCabe · May 25 at 10:45 AM ·

Council is consulting on a proposal to demolish the Lovell's Flat Hall on Station Road (between Balclutha and Milton).

The Lovell's Flat Hall Committee have considered future options for the hall, given its deteriorating condition and lack of use. The committee's preferred option is to demolish the hall, but keep the pool and reserve land for public use.

The committee has also expressed an interest in developing a toilet and upgrading the reserve, so it can continue to be used as a picnic area.

Council is now consulting with the nearby community to gather feedback on this proposal.

Consultation opened at 9am today and will run for two weeks, closing at 5pm on Monday 8 June 2026.

Read more here and have your say online: www.cluthadc.govt.nz/lovells-flat-hall See less



[See insights and ads](#)
[Boost post](#)

👍 63
💬 35
➦ 3
👍 🙄

All comments ▼

**Josh Williams**

A few good ideas here why pull it down..... unless the frames beyond reaper. but re use the area .

A bit of framing timber and 22mm dressed plywood would do wonders in side put a café in side

Or

Make it a camp area with beds and facilities

Make it an art gallery or place to go paint in

The out comes are endless

3w Like Reply Hide

10

**Lyn Clark**

Josh Williams the area is used by the locals mostly in the summer.

2w Like Reply Hide

2

**Jeza Lemz**

Should have taken on a model similar to Waiora scout camp. With a hall which has warmth and kitchen facilities it is appealing to hire a space for overnight events, without them, no way.

3w Like Reply Hide

5

**Dawn Restieaux**

Jeza Lemz great idea !

2w Like Reply Hide



Reply to Jeza Lemz

**Trev McCaughan**

Sell it to a private buyer and they can turn it into a camping ground with a clause for public access to the pool.

Don't panic, Council as youll still get rates !

3w Like Reply Hide

13

**Andy CarsCars**

Yep sounds good, put my rates up and spend my money on demo of a good building! Just like the Kai Hall! We put a proposal in to buy Kai Hall and turn it into something for the good of the local community and we would be paying rates but no it was decided to spend over \$200k in demo at our expense then build another park on the spot when the park down the road is not being looked after! The kids can not use the playground because of broken glass but hey lets go spend some more money building another park for the druggies and vandals to hang out.

2w Like Reply Hide

8

**Cardean Annsen**

Would make a great camping area

3w Like Reply Hide

9

-  **Sandra Grant**
Turn it into a revenue generator, rather than a cost generator.
Create a directory of character community halls in the area, so people are aware of them for weddings etc. There is a lovely wee hall at Kakapuaka that appears forgotten. ...
- 2w Like Reply Hide Edited
-  **Gwyn Stevenson**
Lived in clutha most of my life and didn't know it existed. Wondering why it didn't get much use.
- 2w Like Reply Hide 1 
-  **Myss Jay**
Because its rural n requires parents to take their kids out there, where as the Milton pool is open n kids can go in their own once they're of solo pool age. The pool is maintained by the local community group n keys can be hired for the season. ...
- 2w Like Reply Hide 1 
-  Reply to Gwyn Stevenson 
-  **Mark Taylor**
Hey , what about those Cabins that were at Taylor Park in milton...could be relocated to this council owned area, for homes for those that were urgently required
- 3w Like Reply Hide 16  
-  **Jolz Martin**
Mark Taylor there long gone, privately sold i think. ...
- 2w Like Reply Hide 1 
-  **Margie Keen**
Jolz Martin 2 were sold other 2 sitting outside council rooms in paddock ...
- 2w Like Reply Hide 1 
-  Reply to Jolz Martin 
-  **Sandra Grant**
Mark Taylor Social housing could be a good idea. If transport available. ...
- 2w Like Reply Hide
-  Reply to Mark Taylor 
-  **Darren Oxley**
Convert it into a homeless shelter ...
- 3w Like Reply Hide 3 
-  **Joseph Anderson**
They have the church on the market aswell very cool church gardens with potential ...
- 2w Like Reply Hide

-  **Marc Phillips**
Hey council you have a toilet thats been sitting for nearly 3 years at tuapeka mouth waiting to be hooked up. Remember when you said it would be ready for that cricket season. ...
2w Like Reply Hide 5 
-  **Rickard Robi**
Move it elsewhere, make a grt painting tutors room at Kaka Point or elsewhere that's got dramatic landscapes. ...
2w Like Reply Hide
-  **David Milne**
A good relocatable structure for someone ...
2w Like Reply Hide
-  **Sandra Smart**
Where exactly is it? ...
2w Like Reply Hide 3  
-  **Author**
Clutha District Council
Sandra Smart Kia ora Sandra, the Lovell's Flat Hall is situated at 151 Station Road in Lovells Flat (halfway between Milton and Balclutha). ...
2w Like Reply 1 
-  **Alfie Stewart**
Sell it! ...
3w Like Reply Hide 1 
-  **Pam Landreth**
Let it sit there
Not being used so just leave it or burn it - we will pay for the landfill and demolishing and removal ...
3w Like Reply Hide 2 
-  **Darryl Robertson**
Put up for tender or is that to hard ...
2w Like Reply Hide 1 
-  **Angella Te Paa Gibbs**
A match is like 5cents. The council thinks money grows on trees. Let the fire service have it ...
3w Like Reply Hide Edited 10 
-  **Tracey Bragg**
Is it not confiscated Maori land? ...
2w Like Reply Hide

- Indiana Harris**
AND HOW MUCH IS THIS GOING COST THE RATE PAYERS ????
- As far as I'm concerned it can bloody sit there and rot away, and if the "committee " wants to do something with it THEN THEY CAN FUNDRAISE FOR IT !!!
- Considering one of the reasons is LACK OF USE then ,NOT A SINGLE DIME OF RATE PAYERS MONEY should be spent on it !!!
- 3w Like Reply Hide Edited 29
- Lyn Clark**
Indiana Harris the reserve generates its own funds via the ratepayers of Lovells Flat, pretty much the same amount annually .
- 2w Like Reply Hide
- Indiana Harris**
Lyn Clark so RATEPAYERS !!!
- 2w Like Reply Hide
- Reply to Lyn Clark
- Reply to Indiana Harris
- Deanna Dodd**
Shame to lose the small community halls, no one can afford to hire a hall for community events anymore
- 2w Like Reply Hide 4
- Donald McIntosh**
Given the proposed rate rizes you have no money for this so emphatic no & and remove excess staff and vehicles yesterday not ratepayers job to keep u in luxury
- 2w Like Reply Hide Edited 3
- Nimbaru Helsing**
Donald McIntosh Exactly right they treat us as there bottomless cash pots until one my one where homeless and still they will keep taking as that's all greed does . Where not people to them just dollar signs
- 2w Like Reply Hide Edited
- Reply to Donald McIntosh
- Chris Axbey**
Vandals
- 2w Like Reply Hide 2
- Tony Benfell**
Stupid council
- 2w Like Reply Hide
- Hidden by This Page ▼
- Igel Liebe**
The Clutha Council has serious energy blindness and are staffed with very low IQ problem-creating rather than problem-solving people. Heaven help us rate payers.
- 2w Unhide

Post 2, 2 June 2026 – Reminder to have your say & more information


Clutha District Council
 Published by Beki McCabe · June 2 at 12:40 PM ·

Thank you to everyone who has shared feedback so far on the future of the Lovell's Flat Hall.

Many of the comments on social media highlight the hall's history, its value to local identity, and the desire to see the site continue to serve the community in some way.

As part of this consultation, we also want to make sure people understand the current condition of the building itself. A condition assessment in 2020 found the hall was already in very poor shape, and it has deteriorated further since then. The building has not been used by the community for several years, and the power has been disconnected for some time. Bringing it back to a safe and usable standard would require significant investment.

There are reserve funds set aside for the Lovell's Flat Hall, and if demolition is approved, Council will work with the hall committee to find the most practical and cost-effective way forward.

This could include reusing or selling materials where possible, and looking at future options for the land that benefit the community.

We encourage people in the Lovell's Flat area to read the information available and share their views before consultation closes.

Submissions close Monday 8 June. Read more and have your say on our website:
<https://www.cluthadc.govt.nz/lovellys-flat-hall> See less

LOVELL'S FLAT HALL CONSULTATION



HAVE YOUR SAY BEFORE MONDAY 8 JUNE.


Clutha
 District Council

[See insights and ads](#)
[Boost reel](#)


 5
  2

All comments ▼

**Anna Bardell**

If the Community gets together to do what they can. Whether sanding, removing or restoring walls, doing floors and windows. I'm sure we have people in the community qualified to help in spare time and people who have things they could donate.

Traditional leaves us with more memories than new.

Why does it always gotta be new. Things were built to last back then. Now it's gotta have this and this and this when it's not actually really needed.

All it has to be is plumbed right, made weather tight, maybe have a fire put in for emergencies with power outage. Basic electric only with oven to warm food and lights etc. BYO Kitchen supplies..

I'm sure the wonderful Community could get together and chop up fallen wood on farms etc and cut and stack and store at the hall. What you use you have to replace as well (like hunting cabins). Clean up and leave as you find it. Once every 6 months have a cleaning 🐝 Bee.

It was done like this on a rural community hall build when I lived in another small community. We even built a shed to the side for a water trailer for the local fire brigade of 4 people ALL volunteers and farmers full-time.

Was great and heartwarming to see a lil community come together. Kids learn to contribute to the community too.

Just a lil thought. Add more if you have something else.

6d Like Reply [Send message](#) Hide

**Jess Vaughan**

If its to be demolished see if any fire brigades want it for practice, save alot of money in demolition costs

1w Like Reply Hide

1

**Lyn Clark**

I think it's also important to note this was a school building, so hasn't got the typical structure of a hall. There are 2 toilets a foyer and kitchen with a classroom.

1w Like Reply Hide

**Drewdod Promotions**

I hope somebody has done a cost analysis re-destroying the building and replacing it with something else irrespective of what work needs to be done and I hope when they've done it they can add and subtract correctly not highlighting history of buildings that have been erected in the district at all 🤖

1w Like Reply Hide

**Sandra Grant**

Sounds like water and borer have been demolishing it slowly, already.

1w Like Reply Hide

Clutha District Council

Item for DECISION

Report	Paretai Hall Funding Request
Meeting Date	25 June 2026
Item Number	7
Prepared By	Delwyn Burrow – Community Facilities Team Leader
File Reference	1030248

REPORT SUMMARY

Paretai Hall committee requests funding from depreciation reserves to pay for repairs already completed and further funds to finish identified repairs.

RECOMMENDATIONS

- 1 That Council receives the ‘Paretai Hall Funding Request’ report.**
- 2 That Council agrees/does not agree to release depreciation funds of \$4,376.74+GST to the Paretai Hall Committee for repairs already completed.**
- 3 That Council agrees/does not agree to provide further funding of \$20,000+GST to complete identified repairs, to be funded from [TBC],**
OR
- 4 That Council agrees to defer the further funding of \$20,000+GST to the Long-Term Plan for consideration.**

REPORT

1 Background

1.1 Hall characteristics

Location

The Paretai Hall was built around 1960 and is located in a rural setting on the lower Clutha Delta, 12km south of Balclutha and 9.5km from Kaka Point. The hall is located at 88 Settlement Road, Paretai (Figure 1).

Building characteristics

The hall characteristics were summarised in a 2020 report to Council (see Figure 2). At that time, the building was described as “showing signs of neglect and in an advancing stage of deterioration”. The full condition assessment by WSP in 2020 is attached.¹

¹ WSP, 2020. *Paretai Hall: Building Condition Report*. Report prepared for Clutha District Council.

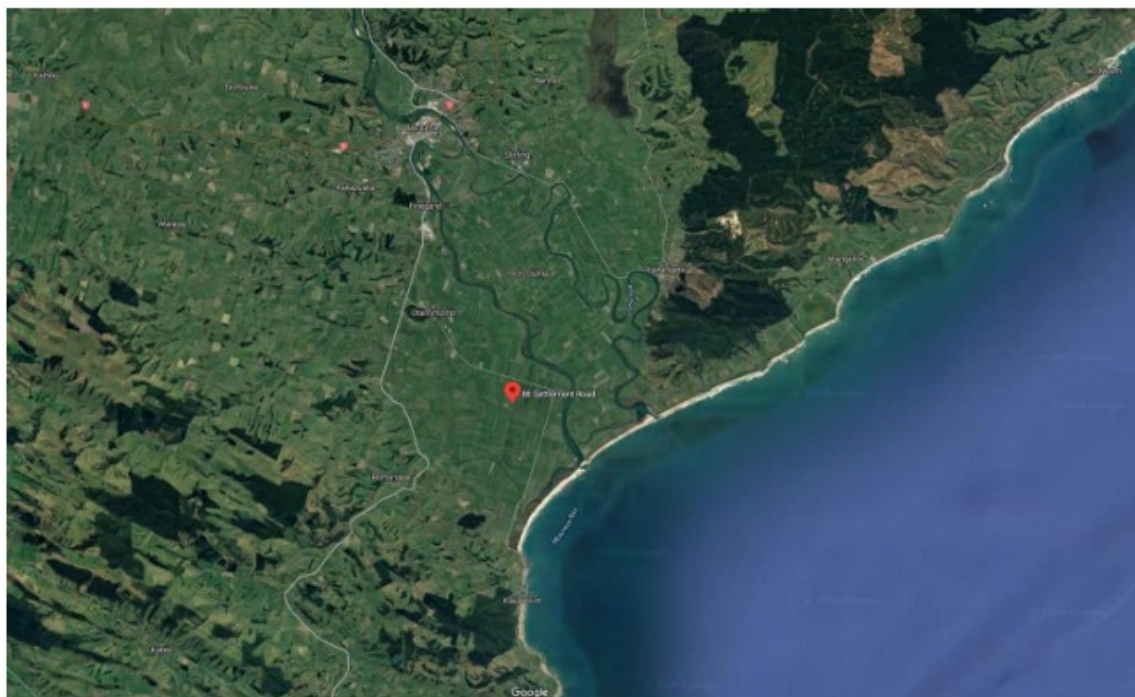


Figure 1 Location of Paretai Hall on the Clutha Delta, to the south of Balclutha

Hall characteristics and financial information	
Year of construction and building type	1960. Timber framed building on concrete piles. External walls are clad in weatherboard profiled steel sheeting and the roof with corrugated steel.
Distance/driving time to closest community facility:	9.5km / 9 minutes (Kaka Point)
Replacement Value (May 2020)	\$1.1M
Market Value (May 2020)	\$0.33M
Depreciation fund (30 June 2019)	A portion of \$152,607 allocated to 'Various halls'
Summary of WSP Building Condition Report	
Level of service star rating (out of 5)	2.3 (Below Average)
Major items of risk	WSP recommend an investigation of foundation stability prior to undertaking any other work. It is likely that repairs to the foundations will be required. Other more minor work required includes replacing the stormwater spouting, repairing exterior cladding, borer treatment and rodent control, repairing ceiling linings. An extensive electrical upgrade is also required.
Replacement work cost:	Not assessed by WSP. An estimate of \$50,000 per year over the next 10 years has been used. ²⁸
Community characteristics	
Current hall funding and management arrangements:	Funded by CDC, local community involved in day to day management (Wendy Shepherd).
2018 local population (change since 2013)	162 (-18)
2018 Clutha Valley population (change since 2013)	1,608 (+84)

Figure 2 Paretai Hall characteristics, as summarised in 2020.²

Other actions identified in the WSP report include:

- Geotechnical and structural investigations to understand seismic risk
- Investigate foundation settlement
- Borer treatment
- Electrical upgrades
- Mitigate potential asbestos risk

² GHC, 2020. *Review of Community Halls in the Clutha District*. Report prepared for Clutha District Council.



Figure 3 Exterior view of Paretai Hall (June 2026)



Figure 4 Interior view of Paretai Hall (June 2026)

Hall usage

According to the Hall Committee, the Paretai Hall is now being used more often, with the Southern Dance Academy hiring the hall on a regular basis. The committee has been approached by others enquiring about long term use and has some bookings for future use.

The hall is also a meeting point for local farmers meetings with the Otago Regional Council and is available for Civil Defence in an emergency as was the case during the recent wind event. The committee has been working hard recently to tidy up the hall - they have weed sprayed and removed some fallen trees at their own cost.

1.2 Funding Request

The hall interior has had some recent work completed – see attachment 1. This work was organised by the hall committee, without prior approval from Council. The cost of this work was \$7,382.50. Council staff agreed to cover \$3,005.76 from the hall building repairs budget, with the remaining amount (\$4,376.74) paid for by Seven Oak Farms Ltd on behalf of the committee. The committee has requested that Council reimburse this amount to Seven Oak Farms Ltd – see invoice included as attachment 2.

Depreciation reserves of \$7,346 is shown on the most recent Revenue and Expenditure Statement – see attachment 3.

The hall committee have also requested a further \$20,000 to cover repairs that have been identified by a local builder as follows:

- Exit Porch at the back rebuilt and replaced \$4,000.00
- Remove and Replace Roof Screws \$3,000.00
- Remove & Replace spouting \$9,000.00
- Soffit repairs \$800.00
- Outside walls repaired \$3,200.00

2 Strategic Goals and Outcomes

2.1 Community Outcomes

- Vibrant Rural Towns and Communities

2.2 Key Priority Areas

- Healthy Safe Communities
- Support Culture & Heritage
- Invest in Infrastructure

3 Assessment of Options

There are three primary options to consider:

1. To not support the two funding requests.
2. To support the request to use \$4,376.74+GST from depreciation reserves to reimburse Seven Oak Farms Ltd for work already completed.
3. To provide further funding of \$20,000 to complete identified repairs which would have a rating impact, or
4. To defer the \$20,000 further funding to the Long Term Plan

Council could also choose to consider some other option not identified above.

4 Consultation

No consultation required at this stage.

5 Policy Considerations

Staff are currently working under the direction provided through the 2024/34 Long Term Plan, which states that, where possible, control and/or ownership of community centres and halls should be transferred to independent community organisations. Council set a 3-year timeline to implement the divestment programme, and Community Services staff have now taken responsibility for this task, in addition to their community facilities operations role.

The hall committee's request generally aligns with this direction, and their recent letter (attachment 4) states the community would consider "taking the hall over once it has been brought up to standard".

6 Legal Considerations

There are no legal considerations for this decision.

7 Financial Impact

The latest Revenue & Expenditure Statement is shown in Attachment 3. As at 31 March 2026, there is \$7,346 in reserve funds.

The financial impact of a \$20,000 loan over 25 years would be \$1,294 per year. This would result in 14 cents per rating unit for lower Clutha community services rating area and a UAGC 6 cents per rating unit.

8 Attachments

8.1 Attachment 1: Invoice Peggie Building Ltd for work already completed

[illegible]

8.2 Attachment 2: Invoice Seven Oak Farms Ltd for reimbursement

Seven Oak Farms Ltd

C/- C S & W A Sheppard, 102 Wix Road, R D 1, Balclutha 9271

TAX INVOICE

GST No: 75-832-826

Date: 13/04/2026

Inv Number: 1095

Clutha District Council
C/- Paretai Community Centre
1 Rosebank Terrace
Balclutha 9230

	Total
Balance of Paretai Hall Repairs completed by Stu Peggie and invoiced 31.5.25 Inv 3453	4,376.74

Plus GST @ 15%

-	4,376.74
	656.51

Total Payable

<u>\$ 5,033.25</u>

Please make payment to Seven Oak Farms Ltd, Account No. 06-0939-0100282-00

Seven Oak Farms
102 Wix Road
1 R D
Balclutha 9271

Amount:	\$ 5,033.25
Due:	20.5.26
Inv Number:	1095
Code:	CDC

8.3 Attachment 3: Revenue and Expenditure Statement – March 2026

**Clutha District Council
Paretai Community Centre**

REVENUE & EXPENDITURE STATEMENT

1st July 2025 - 31st March 2026

	Actual YTD	Budget Full Year
Opening Balance	\$347	\$0
Revenue		
Rates	\$6,259	\$8,345
Income Hire	\$1,072	\$871
Total Income	\$7,331	\$9,216
Operational Expenditure		
Rates	\$321	\$1,349
General Expenses	\$0	\$153
Insurance	\$3,669	\$2,404
Interest	\$0	\$301
Electricity	\$1,636	\$1,494
Building repairs	\$247	\$1,584
Cleaning & Security	\$0	\$145
Share of Overheads	\$1,200	\$1,600
Depreciation	\$0	\$0
Total Operational Expenditure	\$7,073	\$9,031
Loans		
Loan Principal Received	\$0	\$0
Less Loan Principal Paid	\$0	(\$186)
	\$0	(\$186)
Balance as at 31st March 2026	\$605	(\$0)
Special Funds 30th June 2025	\$7,346	

Note: Committees can spend approved budgets such as Opening Balances and Building Repairs and Renewals (green) in consultation with Council Staff.

Loan funding (blue) requires a request from the hall committee to council staff and then approval from council elected members before they can be utilised for capital projects.

It is suggested that committees do this during the annual plan/long term plan process.

It is also suggested that committees fund their capital work through reserves first and loans second.

Council would like to reinforce that your budgets can be changed and if additional capital work is needed, the funding can be applied for.

8.4 Attachment 4: Letter from Paretai Hall Committee

Wendy Sheppard
Chartered Accountant Ltd

Paretai, 1 R D, Balclutha, 9271, NZ
Mobile: 027 356 4144
Email: wendy@shep.nz

14 May 2026

Clutha District Council
C/- Delwyn Burrows
P O Box 25
Balclutha 9240

Dear Delwyn

On behalf of the Paretai Hall Committee (as secretary) and the wider Paretai Community I would like to ask the Clutha District Council advance funds to the Paretai Hall account of \$20,000 to replace the spouting and back porch on the building and make some minor but necessary repairs to the outside wall and soffits. This will mean that the building is kept weather proof and in good order for the future.

The Paretai Hall is frequently used by the community and since making repairs to the inside roof of the hall, the hall is being used weekly Monday, Tuesday, Wednesday, Friday and some Saturday's by a local dance group. The Hall is used as the Civil Defence meeting point for our area in State of Emergencies (over the last two years has been needed for many meetings) and has been frequently used for local meetings among farmers and other residents with the Otago Regional Council and the Councils Civil Defence Group. It is used regularly for local gatherings including 50th's, 30th's and 21st and local Christmas parties and community events. Since the inside repairs we have been receiving increased bookings and have a number of bookings for future events too.

The Community maintains the hall voluntarily and regularly sprays the outside weeds and we have many local farmers, contractors and residents who help with other maintenance at their own cost.

The community would consider taking the hall over once the hall has been brought back up to standard.

Unfortunately, the Paretai Hall missed out on the funding that was available to other Halls from Central Government and due to an administration error within CDC also missed out on using available loan funds for the much needed repairs.

We would be grateful for your favourable consideration in maintaining a very valuable community asset.

Member of Chartered Accountants Australia NZ



Thanking you in anticipation.

Kind regards

Wendy Sheppard, BCom, CA, CPP
Wendy Sheppard Chartered Accountant Ltd
ref: 260514

Project Number: 6-E4988.6F

Hall 10:

Paretai Hall: Building Condition Report

88 Settlement Road, Paretai

7 August 2020

CONFIDENTIAL





Contact Details

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Document Details:

Date: August 2020
Reference:
Status: For Issue

Prepared by
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Reviewed by
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Buildings Asset Management Consultant

Approved for release by
Catriona Ahern
Work Group Manager – Asset Management

A handwritten signature in blue ink, appearing to read 'Catriona Ahern', written over a light blue horizontal line.



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List of Appendices

Appendix A: Site Plan
Appendix B: Floor Plan
Appendix C: Level of Service
Appendix D: Electrical Report

Disclaimer

This report (Report) has been prepared by WSP exclusively for Clutha District Council ('Client') in relation to gauging the condition of the Hall facility ('Purpose') and in accordance with the Project 6E4988.6F Change Notice No. 4 Community Halls and Community Centres, dated 21 November 2019. The findings in this Report are based on and are subject to the assumptions specified in the Report and Offer of Services dated 25 March 2019. WSP accepts no liability for any reliance on or use of this Report, in whole or in part, for any use or purpose other than the Purpose or any use or reliance on the Report by any third party.

Data Recording

This Report is based on "walk-through" and "walk-around" type non-intrusive observations.

Any reference to the structural elements or the structural integrity of the building are not to be taken that the building is fully earthquake compliant or otherwise. The nature of the structural overview is a simple desk top review by a WSP engineer of the Detailed Seismic Review compiled by Beca in 2017.

Costs of maintenance items are outside the scope of this report although some costs have been given e.g. electrical work. Costs for maintenance items can be provided if required.

Personnel

The site was inspected on 23rd June 2020 by Jovan Andric.

Jovan Andric – WSP - Buildings Asset Management Consultant

Mark Wilson: OEC (Otago Electrical and Communications Ltd) – Master Electrician

1 Introduction

WSP was engaged by Clutha District Council to conduct inspections of Community Halls and Community Centres in order to assess the condition of the structure and building services and the level of service delivery, at each site. The primary objective being, to provide a high-level and comparative summary of each building which will be used to assist the Council with Strategic planning.

This report also provides a review of the seismic capacity of the hall building, and the preliminary scope of work required for seismic strengthening. A list of key operational and capital maintenance items is presented based on observations made during the June 2020 inspection. Health and Safety risks are highlighted, along with the results of a visual asbestos survey.



Figure 1: View of Paretai Hall from North East on Settlement Road.



Figure 2: View of Paretai Hall from South East.

2 Background

The Paretai Hall appears to have been built around 1960. The building has maintained its original footprint but has been reroofed and the walls are clad in weatherboard profiled steel sheeting. The property is in a rural setting, located on the plains 12km by road south of Balclutha.

Paretai Hall is located at:

88 Settlement Road, Paretai

Legal Description: SEC 31A OTANOMOMO SETTLEMENT - LOCAL PURPOSE RESERVE - SITE FOR PUBLIC HALL

Land Area: 0.1945Ha (see Appendix A)

2.1 Site Location

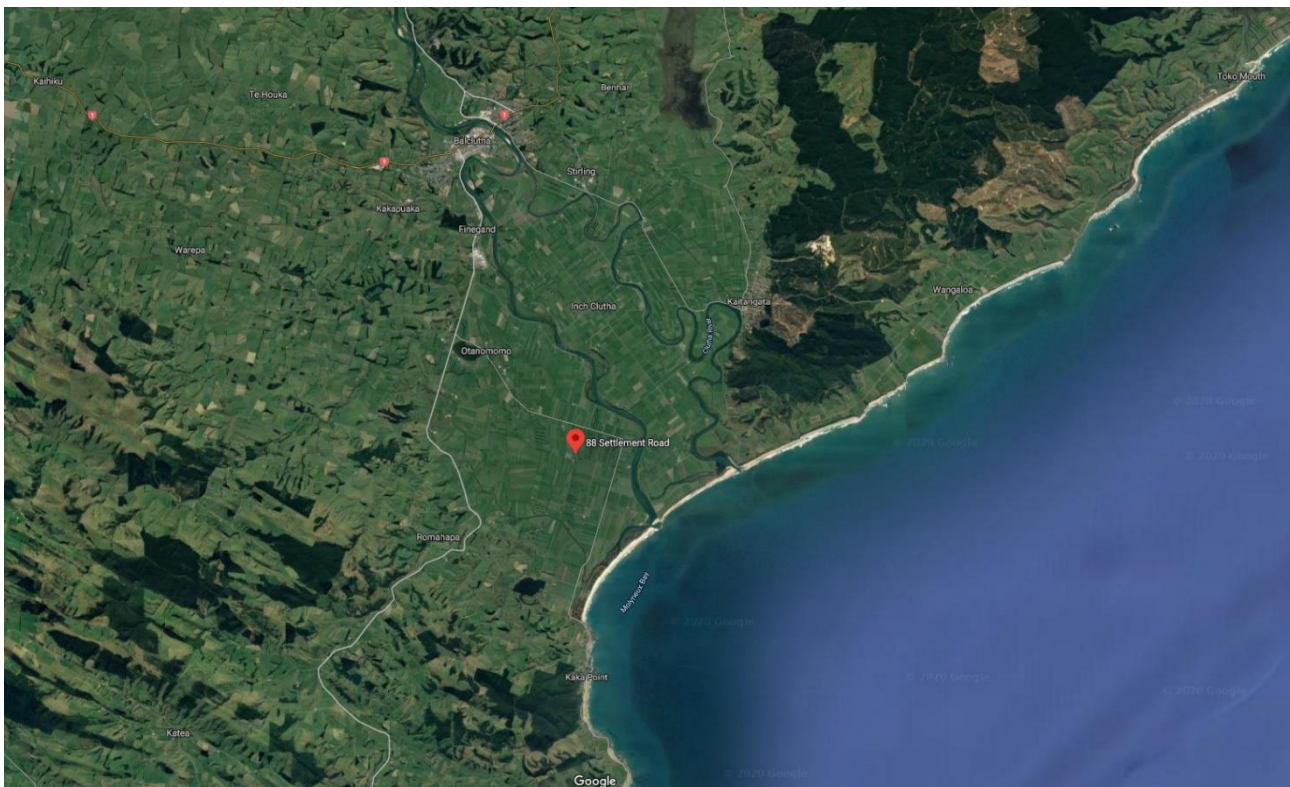


Figure 3: Location of Paretai Hall on the Plains South of Balclutha Township.

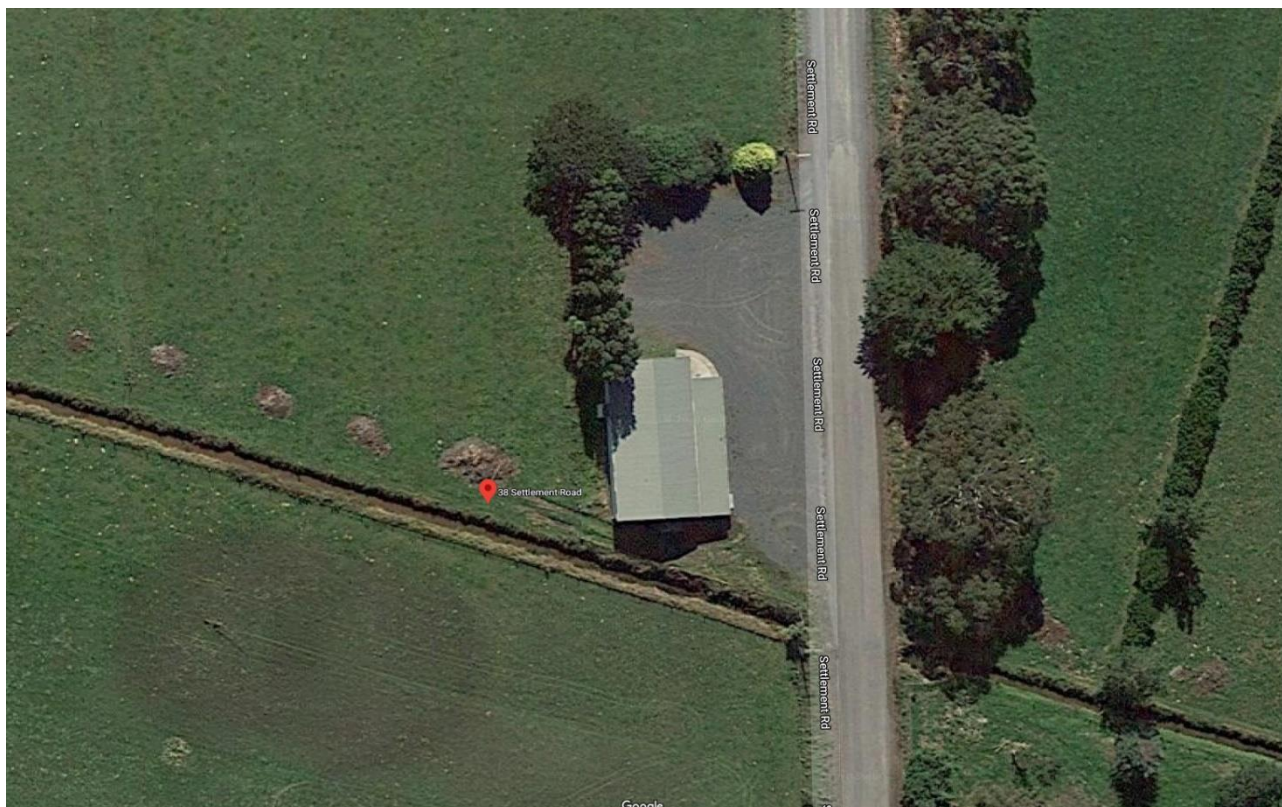


Figure 4: Aerial View of Paretai Hall on Settlement Road, Paretai.

3 Building Overview

3.1 Building Description

The hall building is a single storey, timber framed structure on a concrete pile and perimeter foundation. Boxed pilasters in the Hall room likely conceal steel portal frames. It has a pitched rafter roof with gable ends. The external walls are clad in weatherboard profiled steel sheeting, the original weatherboards have been removed. The roof is clad with corrugated steel sheeting. The structure has a single pitch lean-to on the east elevation. Exterior joinery is single glazed timber, and spouting is PVC.

The Hall has a raised stage at one end and painted softboard (Pinex type sheeting) lined ceiling. Wall linings are a varnished hardboard veneer dado with painted softboard above. The flooring of the Hall and stage is exposed T&G.

Electric radiant ceiling heaters are the primary source of heating.

The main building houses the open Hall. The lean-to houses the Entrance Lobby, Passage, Men's and Lady's Toilets and the Kitchen. These rooms have softboard ceilings and hardboard wall linings. T&G flooring is covered in lino sheeting.

For floor plan see Appendix B.

Most of the site provides carparking on loose gravel. A row of tall trees shelters the carpark from the west. Some large poplars are overshadowing the hall.

3.2 Building Condition

The grounds have long grass and grass is invading the gravelled parking area as well. The building is showing signs of maintenance neglect and is in an advancing stage of deterioration. The roofing was replaced about 20 years ago but requires some attention to pulled fixings to maintain weathertightness. The Hall roof ridgeline has a slightly wavy appearance and an area above the Lobby has a sunken appearance. PVC storm water spouting is blocked, broken or missing.

There are a few major issues relating to the maintenance of this building. Borer and rot were observed at the SW corner where wall cladding has peeled back from the framework and in the roof framework where it is exposed due to a missing soffit. At the SW corner, rot can be seen along the wall plate supporting the bearers. The Hall porch has completely rotted and collapsed, leaving damage to the Hall wall cladding.

There are signs of settlement to the building. The floor is noticeably hogging in the lean-to, and the two rows of in-situ cast concrete piles below have several raked piles. The perimeter foundation has structural cracking over many of the vents and the concrete Kitchen steps have settled out of level. Hogging of the floor has caused compression damage to wall linings and internal doors are jamming.

The interior of the building is kept generally clean and tidy, but vermin infestation is a problem. Mice and rats are in and under the building and are causing damage to ceiling linings.

It is unlikely that the building is insulated. None was observed beneath the floors and roofs are skillion.

Much of the electrical componentry in this building is original and extensive electrical work is required to replace aged componentry and meet current safety standards.

3.3 Community Asset and Utilisation

Paretai is located 12km south of Balclutha by road and 9.5km from Kaka Point Hall.

It was indicated by the Key-holder that the hall is now rarely used due to its condition. The indoors bowls club can no longer use the hall due to the sloping floors. Other community groups that still use the hall, or used it until recently, include the rugby club, farmer's meetings, painting class, Bridge to Beach Race on race day and occasional parties.

4 Level of Service (LOS)



This facility has scored 2.3 out of 5 stars.

This score indicates a below average LOS for this facility.

This rating is based on the National Asset Management Support (NAMS) Steering Group Level of Service approach (NAMS Property Manual 2006, 2.6.2).

The star rating system seeks to provide a common benchmark against which all CDC halls are assessed. Various aspects of each building are rated from 1 (worst) to 5 (best). The intent being to provide a high-level indication of building performance, as a simplified rating or score.

A broad range of factors were considered in this evaluation covering the condition and quality of the building and its utilities and services, the grounds and the services provided by the facility and their utilisation by the community from both data collected on site and anecdotal data. However, the structural integrity or seismic performance of the building are not factored in this evaluation (Appendix C).

This rating depicts a snapshot of the LOS attributed to this facility at the time of inspection. The LOS should be updated periodically to reflect any changes made by building refurbishments, loss or gain of amenities or other influencing factors.

5 Seismic Assessment

A desktop review conducted by WSP of the data collected on site has been used to highlight a few key factors relating to this building which may influence strategic planning.

Paretai Hall - Seismic Assessment Summary	
Seismic risk zone:	Low
Importance Level:	IL2
Seismic Performance in %NBS:	TBC
NBS rating:	TBC
Recommended actions:	Undertake intrusive structural investigation and geotechnical investigation

The NBS rating for this building is unknown but the Building Code requirement is that a public building shall have a rating of 33%NBS for its importance level or higher. Further engineering investigation is required to develop the full scope of work required to make improvements to seismic performance.

Hall structure

The Main Hall is assumed to have a steel portal frame structure with a light weight roof and cladding. The common form of steel portal construction would be to have a least one vertical cross braced panel on each side and at least one section of the roof cross braced. If that is the case it would perform well in seismic terms so further assessment would not be necessary. If that is not the case, a Detailed Seismic Assessment would be warranted.

Recommended action

Undertake intrusive investigation to confirm the structural composition and its connections, and to ascertain the degree of borer damage to timber framing. Remove some ceiling panels to expose the roof structure and remove some wall linings to expose a sample of the portal frame columns and wall framing. This should also be done within the lean-to structure.

Foundations

The building appears to have in-situ cast concrete piles on strip footings with concrete perimeter walls. No connections between piles and bearers were observed.

There is strong evidence of settlement to the foundations causing damage to the piles and perimeter walls. There is a possibility that this settlement may also have affected the foundations of the steelwork and may compromise its ability to resist seismic loading.

Recommended action

An increase in mean water levels may be a contributing factor in causing settlement. Geotechnical investigations need to be carried out so that the ground conditions are fully known.

A methodology can then be developed to re-level and re-support the foundations and structure.

6 Key Maintenance

The following sub-sections outline the activities identified for action within the first 10-year maintenance period of the schedule.

6.1 External Maintenance

6.1.1 Vegetation clearance

The four poplar trees closest to the hall should be felled and removed as they pose a risk to the building in the event they should topple. Furthermore, leaf fall has choked the spouting and is allowing water to track into the roof, damaging ceiling linings. It is also recommended to keep grass cut as a rodent prevention measure.

6.1.2 Investigate foundation settlement

It is likely that the concrete foundation components are settling unevenly in soft ground conditions at this site. An engineer should be engaged to confirm the cause of foundation settlement and develop an appropriate repair methodology. This may involve partial jacking and packing and pile replacement or could require a full foundation replacement, (approximately \$20-100,000).



Figure 5: Raked piles under the Lean-to (Left). Typical Structural Cracking to the Perimeter Foundation (Right).

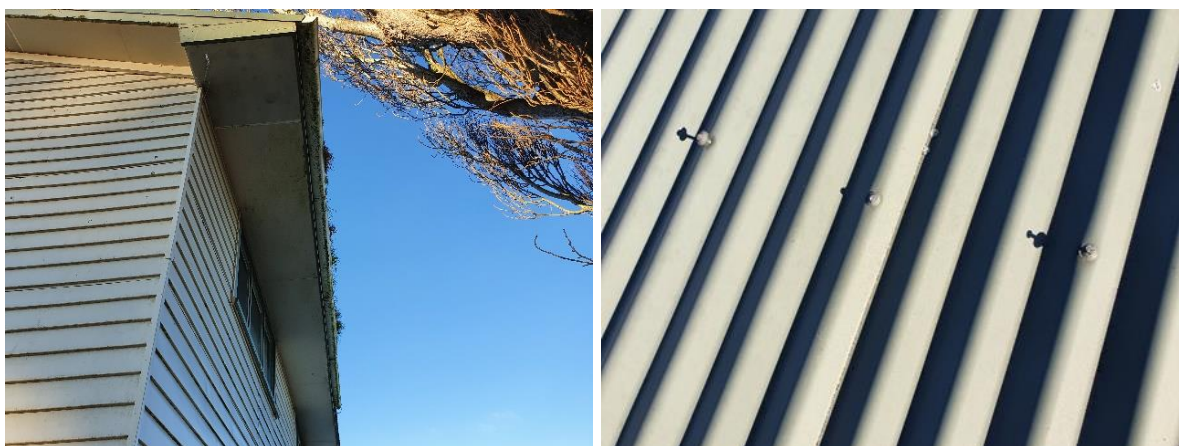


Figure 6: Overhanging Vegetation (Left). Pulled Roof Nails (Right).

6.1.3 Inspect and repair roof

It is recommended that the roof framing is inspected from within the building to ensure timber members are sound and have enough body to hold fixings. This can be done by removing some sections of ceiling lining. Rot or borer at an advanced stage in the roof purlins could be the reason for the nails popping. If this is the case, repair to the roof structure will be required. Attention should also be given to the ridge board. The roof cladding is in good condition, however, many roof nails have pulled. These are no longer adequately fixing the roof cladding down and provide a point for rainwater ingress. All roof fixings roof should be checked for contact and weather-tightness. Pulled nails should be replaced with roofing Tech-screws which have superior holding power.

6.1.4 Repair soffit

A section of soffit lining is missing on the SE corner of the Main Hall structure. This will need to be replaced back to the second soffit bearer. The current soffit lining material is Hardie board type fibre cement board. This may be an asbestos containing material (ACM). The end of the ribbon board is rotten and will need to be cut out and flitched to provide adequate support to the new soffit lining. The barge soffit on the reverse side of the repair should be sealed at the top of the vertical plane to prevent water ingress.

6.1.5 Treat borer

Extensive borer holing was observed in the exposed roof framing in the soffit area. It is recommended that this is treated with borer insecticide spray. Ceiling linings can be removed to expose roof framing. This will also provide an opportunity to install ceiling insulation. Ceiling under-purlins can be battened out to provide space for the insulation.

6.1.6 Replace wastewater vent cap

The terminal cap for the toilet wastewater vent pipe is missing and should be replaced.

6.1.7 Replace stormwater spouting

All the spouting is damaged and requires replacement. Some downpipes may still be serviceable. These should be assessed and cleaned out if they are to be retained. The hall would benefit from a reconfiguration of the downpipes as all three merge to one pipe before the discharge point. This configuration is likely to overload the system in a heavy downpour.



Figure 7: Damage to Soffit.



Figure 8: Collapsed Back Porch (Left). Damaged Cladding (Right).



Figure 9: Unrestrained Water Tank (Left) Kitchen Steps Settled Out of Level (Right).

6.1.8 Replace back porch

The back porch sheltering the Hall exit door steps has rotted and collapsed. The replacement structure can replicate the original, a simple timber frame (1250x1800x2500), with mono-pitched roof, all clad with steel sheeting.

6.1.9 Repair wall cladding

The weatherboard profiled steel sheet cladding has come away where the porch has fallen off and at the SW corner where a farm vehicle has impacted the building. Repairs are necessary in these two areas to protect the timber framing from the elements. There is sign of decay to exposed timber framing and this should be inspected and at a minimum, treated with a concentrated wood preservative. New cladding may be required in these areas and a new corner flashing will need to be fitted.

6.1.10 Install seismic restraints to water tank

There is a mains supplied out door concrete header tank on a stand. The tank is currently unrestrained. Seismic restraints should be fitted to the tank.

6.1.11 Repaint steel water tank stand

The steel water tank stand has surface rust forming. To protect the frame, all surface rust should be removed by wire brush or wire buffing disk. The area should then be cleaned with methylated spirits, coated with Rust Converter (or similar priming product) and then top coated by brush application.

6.1.12 Clean building exterior

The steel cladding needs to be treated for mould and washed down.

6.1.13 Repaint exterior timberwork

All exterior timberwork such as barge and fascia-boards, window and door frames and doors require repainting. A scaffold will be required to access barge and fascia-boards on the Hall.

6.2 Internal Maintenance

6.2.1 Treat borer

There is sign of borer infestation in this building. Where accessible, bare timber should be sprayed with borer insecticide fluid and flight holes injected with a borer aerosol can spray head to kill larva. Borer bombs can be activated in the building and in the roof and underfloor space to fumigate during the summer borer beetle flight season.



Figure 10: Borer flight holes in interior timberwork.

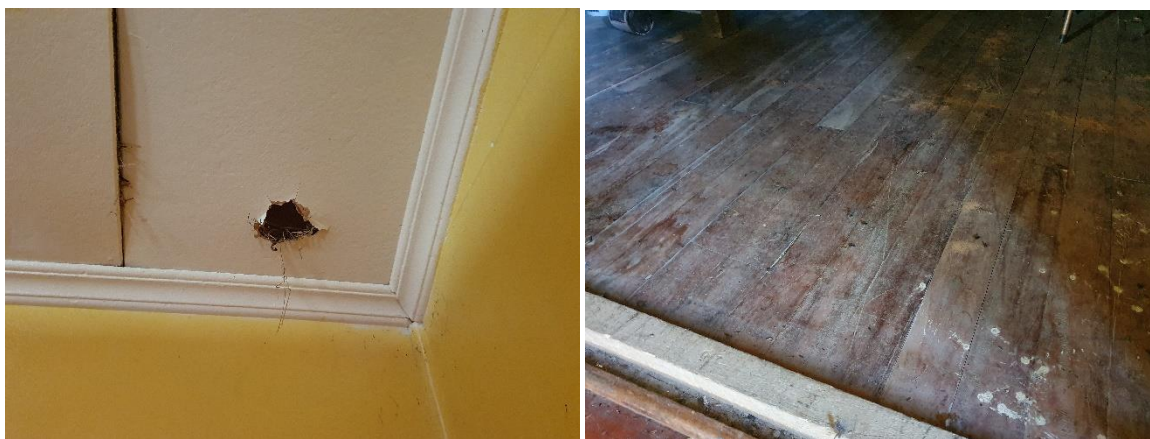


Figure 11: Rat Damage to Hall Ceiling (Left) and Rat Droppings Under the Stage (Right).

6.2.2 Implement rodent control

Rodent control is important to avoid disease transmitted by these creatures and the damage they can cause to buildings such as chewing through linings and timber and steel structure and electrical cables which can result in fire. Signs of rodents included rat and mouse droppings, holes gnawed in ceiling linings, nesting material and live animals.

A stringent rodent baiting station programme should be implemented, and all gaps and openings closed off to prevent rodent entry into the building.

6.2.3 Implement cluster fly control

Cluster flies were observed hibernating in the hall. Insects such as cluster flies can be sprayed or bombed with an aerosol insecticide such as Insect Guard or No Bugs Super. The sealing of gaps in the building envelope will help prevent insects entering to hibernate or take up residence.

6.2.4 Install doorstop in kitchen

A doorstop installed on the kitchen passage door will prevent the door handle impacting and damaging the wall.

6.2.5 Repair minor damage to timber veneer doors and dado wall linings

There is minor impact damage to timber veneer doors, softboard and dado wall linings in a few locations in the passage area. These can be repaired with glue, filler or patches as required.



Figure 12: Minor Impact Damage to Walls and Doors (Left) and Faulty Front Door Latch (Right).

6.2.6 Repair to front door and glazing

The glazed French front doors require two cracked opaque panes (600x310mm each) and the faulty door handle replaced. A single glazed opaque window pane to the Men's toilet is cracked and requires replacement (930x650mm).

6.2.7 Repaint window frames

The interior paintwork to window frames is flaking and repainting is required.

6.2.8 Replace lino floor coverings

Flooring is covered in the lean-to area with lino sheeting (78m²). This is an old type of floor covering material with a hessian backing. This type of flooring may be ACM. The lino has reached the end of its serviceable life. It is becoming brittle at the edges, is peeling back at the joins and is damaged in several locations. If access to the foundations for levelling work is required, floor coverings will need to be lifted and access points cut into the T&G flooring. After levelling works, new vinyl sheet flooring can be laid.

6.2.9 Repair or replace ceiling linings

The ceiling linings in the lean-to section of the building can be repaired where rodents have chewed through the panels. Ceilings can then be repainted. Alternatively, the linings can be removed, the under-purlins battened out and ceiling insulation installed. New, more durable linings can be installed.

Sections of the Hall ceilings are deformed and sagging and require refixing or replacement.



Figure 6: Damaged Lino Floor Covering in Passage (Left) & Men's Toilet (Right)

6.2.10 Repair hall exit door

The timber quarter round weather strip on the Hall exit doors' threshold sill is broken and a gap is visible under the door. Replace the weather strip. This will remove a point of entry for rodents and reduce drafts.



Figure 7: Broken weather strip on Exit Doors (Left). and Sagging Hall Ceiling Linings (Right).

6.3 Electrical Assessment

Much of the electrical componentry in this building is original and extensive electrical work is required to replace aged componentry and meet current safety standards. Based on his inspection

of the facility, the electrician has concluded the following items will need replacing within a five-year timeframe:

- Mains entry box and cables (\$2,600)
- Main switchboard – this has an asbestos containing mounting board (\$6,000)
- Power points (\$1,600)
- Zip water heaters (\$4,500)
The twin Zip water heaters can be replaced with a single Zip water heater with the appropriate capacity. Another option would be to install a system to supply normal hot water to the sink taps with a Rheem under bench 18L HWC (\$6,500). Boiled water could be supplied by electric jugs or plug in boiler if a large capacity is not required.
- Hall heater (\$1,500)
There is one broken ceiling mounted radiant heater in the Hall. Two others have already been removed. A long-term solution would be to replace the radiant heaters with a heat pump system. 2x 9kW heat pump units could be installed for approximately \$16,000.
- Indoor lighting repairs (\$2,000)
A full upgrade of indoor lighting will be required in the 10-15-year timeframe to a new LED system (\$6,000).

General cabling to power and lighting will require replacement in the 10-15-year timeframe (\$4,000). However, cabling should be checked for rodent damage as soon as practicable, as exposed wiring could pose a fire risk.

For the electrician's report see Appendix F.



Figure 15: Main switchboard (Left) and Cabling with Rodent Damage in the Vicinity



Figure 8: Twin Zip Water Heaters (Left). Hall Heaters and Lighting.

7 Asbestos Risk

Cement-based sheets and planks that are known to be installed before 1988 and have a corrugated profile or a dimpled back surface are likely to contain asbestos, making them potential health hazards. They should therefore be handled with care.

7.1 Soffit Lining

There is painted fibre cement cladding on the soffit. The age of this material is unconfirmed, but it is likely to be original material from the 1960s.

The fibre cement soffit should be tested prior to repair work that would disturb the material. If any part of the wall cladding becomes damaged or friable, then it should be treated and managed as an asbestos hazard until test results are known. If the wall claddings are confirmed as ACM, they will need to be removed according to an Asbestos Removal Control Plan (ARCP) prepared by an asbestos removal specialist.

7.2 Switchboard

The mounting board on the stage switchboard is a known ACM product.

7.3 Lino Floor Coverings

This is an old type of floor covering material with a hessian backing. This type of flooring may be an ACM.

Appendix A

Site Plan



NOTE: BOUNDARY SHOWN HOWEVER, THERE ARE QUESTIONS ABOUT QUALITY OF DATA AVAILABLE

項目コード	項目名称	単位	評価
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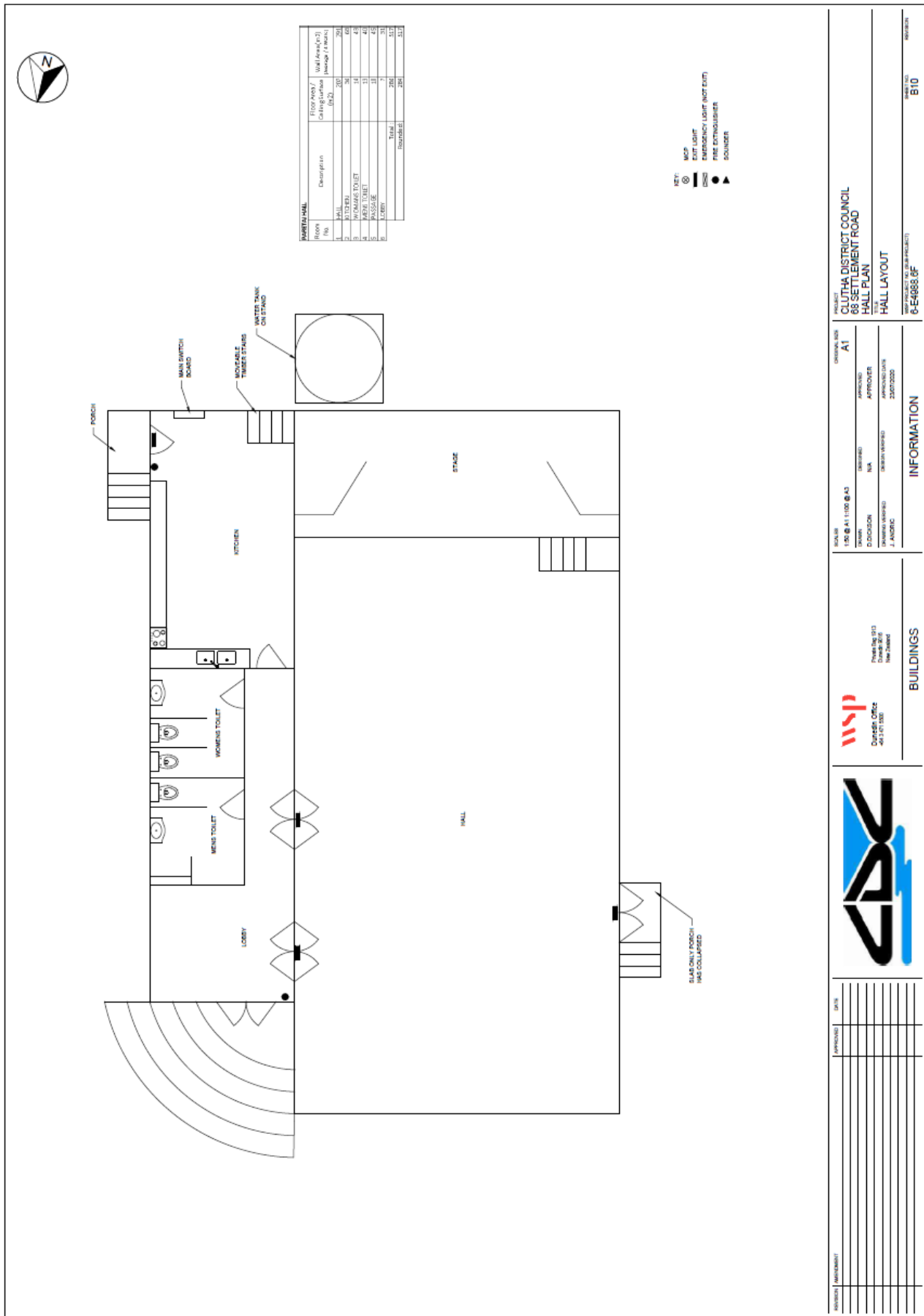
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VETERINER				

PROJECT	CLUTHA DISTRICT COUNCIL 88 SETTLEMENT ROAD HALL PLAN	PROJECT NO.	100000000
PLAN	LOCATION PLAN	DATE	01/01/2010
PROJECT NO. 100000000		PROJECT NO. 100000000	

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Appendix B

Floor Plan



Appendix C

Level of Service (LOS)

Paretai Hall				
	Element	Weighting	Rating	Score
A	External Fabric			
A1	Weather Proof	5	2	10
A2	Condition Roof	5	3	15
A3	Condition Walls	3	2	6
A4	Insulation	4	1	4
A5	Steps (Accessibility)	5	2	10
A6	Ramps (Accessibility)	5	1	5
A7	Grounds	2	2	4
A8	Parking	1	2	2
A9	Fencing	1	1	1
A10	Building Security	4	3	12
A11	Signage	2	3	6
A12	Location (end users)	4	2	8
A13	Availability/Utilisation	4	1	4
B	Utilities & Services			
B1	Ventilation Systems	2	2	4
B2	Water Supply & Reticulation	4	2	8
B3	Drainage & Disposal	4	2	8
B4	Lighting	3	2	6
B5	Heating	3	2	6
B6	Electrical Reticulation	3	2	6
C	Internal: Hall Space			
C1	Capacity/Space	4	5	20
C2	Level of Internal Finish: Walls	3	3	9
C3	Level of Internal Finish: Floor	3	3	9
C4	Fittings	3	2	6
C5	Cleanliness	4	3	12
D	Internal: Toilets			
D1	Level of Internal Finish: Walls	3	3	9
D2	Level of Internal Finish: Floor	3	2	6
D3	Level of Internal Finish: Ceiling	3	2	6
D4	Fittings	3	2	6
D5	Cleanliness	4	3	12
E	Internal: Kitchen			
E1	Level of Internal Finish: Walls	3	3	9
E2	Level of Internal Finish: Floor	3	2	6
E3	Level of Internal Finish: Ceiling	3	2	6
E4	Fittings	3	2	6
E5	Whiteware	3	2	6
E6	Cleanliness	4	3	12
	Total	116	79	265
	Star Rating			2.3

Appendix D

Electrical Report

Electrical report – Paretai Hall

- Mains – Incoming supply is an overhead aerial and looks to be 3 phase. Aerials are in a satisfactory condition. These go to a mains entry box which is in an average condition. Recommend replacement approx. cost \$800.00 + GST, time frame 0- 5 years
- The mains from the Mains Box to the Board is an old pyro mineral insulated cables, this should be replaced at the same time the Mains Entry Box is done. Approx. cost \$ 1,800.00 + GST, time frame 0-5 years.
- Main Switchboard – Is a black panel type known to contain asbestos, it has meters and mainly re-wireable fuses, an old style Neutral & Earth bar which no longer complies with current regulations and a contactor mounted below in a metal enclosure. There are also 7 surface switches on this board. This board should be upgraded when the mains and mains entry box are done. Approx. cost \$6,000.00 + GST, time frame 0-5 years.
- General Cabling to Power / Lighting is a mixture of new TPS, old TPS with Bare Earth and some old conduit wiring. The bare earths don't appear to be sleeved at the switchboard. The conduit wiring appears to be in good condition but should be replaced within 10-15 years approx. cost \$4,000.00 + GST.
- Indoor Lighting is all basically Incandescent lamps in various states of disrepair and could do with some minor repairs as a minimum, approx. cost \$2,000.00 + GST, time frame 0-5 years. However, a complete upgrade to LED would be more prudent and result in less running costs and maintenance. A budget figure for this would be \$6,000.00. The time frame for this would be in the 10 – 15 years for.
- Outdoor Lighting is Incandescent Surface Light and a twin spot, both look okay, to upgrade to LED would cost approx. \$650.00 + GST. This is an optional item to provide savings in running and maintenance costs.
- Power Points – there are some of the PDL 60 Series fittings here which use scraping earth, these should be replaced in the next 0 – 5 years approx. cost \$ 1,600.00. At the same time sleeving should be fitted to the bare earths at these units.
- Heating – is done by radiant heaters in the hall, these are dated but look to be okay. One is not working at present. Replacement with similar; \$1,500.00, 0-5 years. A long-term option is upgrading to a heat pump, approx. cost \$16,000.00 + GST.
- Zip Units – In various states of disrepair and parts are no longer available. Recommended action would be to replace this with a Rheem Instant Hot Water Unit, approx. cost \$4,500.00 + GST, time frame 0-5 Years.
- Hot water supply – There is none. An 18L Under bench HWC with all plumbing work could be installed to supply hot water to taps, approx. cost \$6,500.
- Fire Alarm System – There is none.
- Emergency Lighting – There is none, but some signage is present.

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Clutha District Council

Item for DECISION

Report	Community Housing Policy update
Meeting Date	25 June 2026
Item Number	8
Prepared By	Delwyn Burrow – Community Facilities Team Leader
File Reference	1023222

REPORT SUMMARY

This report provides an updated Policy on Community Housing for adoption.

RECOMMENDATIONS

- 1 That Council receives the ‘Community Housing Policy Update’ report.**
- 2 That Council adopts the Draft Community Housing Policy 2026 (Attachment B), or as amended.**

REPORT

1 Background

Review of the Community Housing Policy 2020 is part of Council's current work program to systematically review all policies on a periodic basis.

Council provided direction through a workshop on 1 April 2026 on key aspects relating to preferred future ownership models, levels of service, eligibility criteria, asset and income testing, and priority-based criteria relating to age and urgent housing. The meeting notes from the workshop are included as Attachment A, and the link to the livestream is here ([link](#))¹. Actions taken to address Council directions are listed in Table 1.

Table 1 Council direction from 1 April workshop, and associated actions

Direction	Action / response
Retain the ability to consider/facilitate approaches from other organisations to own/manage Council-owned community housing units.	Clauses 1.2 and 1.3 retained.
Retain the ability to create additional units at existing community housing blocks.	Clause 2.5 retained.
Retain the ability to create additional community housing blocks.	Clause 2.6 retained.
Remove the policy which provides for the creation of multiple-bedroom units.	Clause 5.6 removed.
Determine eligibility separately, as the first step to ensure that applications can be accepted.	Created section 2.0 (Eligibility), which includes requirements for: - NZ Citizenship or permanent residency - Asset and income testing (using WINZ accommodation supplement levels).
Determine prioritisation separately, to be determined after applicants are found to be eligible.	Created section 3.0 (Prioritisation), with three age-based priority levels, as per Council direction.

The development of the Draft Community Housing Policy 2026 (Attachment B) has been informed by review of the previous policy, and neighbouring council's policies. The revised policy uses the government accommodation supplement as a measure for asset and income testing.

2 Strategic Goals and Outcomes

2.1 Community Outcomes

- Vibrant Rural Towns and Communities
- Connected and Collaborative
- Healthy Sustainable Environment

2.2 Key Priority Areas

- Healthy Safe Communities

¹ The Community Housing Policy section of the workshop starts at 31 minutes, 35 seconds.

- Enough Quality Housing

3 Assessment of Options

The available options to Council are:

- **Option 1:** To adopt the 'Draft Community Housing Policy 2026' (Attachment B), or as amended, and retire the 'Community Housing Policy 2020' (Attachment C); or
- **Option 2:** To not adopt the 'Draft Community Housing Policy 2026' (Attachment B) and retain the 'Community Housing Policy 2020' (Attachment C). It is noted that the current policy was due to be reviewed by September 2023.

4 Consultation

No external consultation has been undertaken as part of this policy review.

5 Iwi Consultation

Clutha District Council is committed to meaningful, respectful, and consistent engagement with mana whenua, supporting good governance, better decision-making, and responsible Te Tiriti partnership.

There are no specific iwi considerations regarding consultation that need to be considered.

6 Policy Considerations

Other than the existing policy, there are no other relevant policies relating to this matter.

7 Legal Considerations

No legal considerations.

8 Financial Impact

No financial impact.

9 References – Tabled/Agenda Attachments

Attachment A – Meeting Notes, 1 April 2026 Council Workshop

Attachment B – Draft Community Housing Policy 2026

Attachment C – Community Housing Policy 2020

Attachment A - Meeting Notes, 1 April 2026 Council Workshop

Session 2: Community Housing Policy (Slides 8-19)

Staff presented overview of Community Housing in the Clutha District. Council discussed review of the Policy on Community Housing, including future ownership, levels of service, eligibility criteria, and priority-based allocation of community housing units.

Directions:

In relation to the review of the Community Housing Policy: (Note: clause references are to the existing Policy)

- **Future ownership:** Retain cl 1.2 and 1.3 of existing policy (that Council would consider approaches from community organisations).
- **Levels of Service:** retain cl 2.5 (Council will consider the creation of additional units at existing community housing blocks) and cl 2.6 (Council will consider creation of additional community housing blocks).
- **Additional new units:** remove cl 5.6 (multiple bedroom units) from policy.
- **Eligibility Criteria:** Council direction to include following criteria
 - o NZ citizen or permanent resident
 - o Credit Check
 - o **Asset and Income Testing:** Council direction to introduce asset and income testing as part of policy review. Staff to investigate appropriate limit for asset and income and bring options back to Council.
- **Priority:**
 - o Age-based: Council direction to focus community housing priority based on three age groups: 65+ (first priority) and then 55-65 (second priority), and then 25-55 (third priority). No emergency/urgency criteria.
- Staff to prepare a revised draft Community Housing Policy for Council consideration based on above directions.



POLICY

COMMUNITY HOUSING POLICY 2026		ACTIVITY GROUP:	COMMUNITY SERVICES
Policy Type:	Council		
Approved by:	Council		
Department:	Community Services Department		
Date Approved:	25 June 2026	Next Review Date:	25 June 2029
Relevant Legislation:	Residential Tenancies Act 1986 Housing Improvement Regulations 1947 Healthy Homes Guarantee Act 2017		
Clutha District Council Documents referenced:	Clutha District Council Schedule of Fees and Charges Clutha District Council Significance and Engagement Policy Clutha District Long Term Plan		

PURPOSE

Council aims to provide community housing that maintained in accordance with current legislative requirements and to ensure CDC housing units are allocated to people most in need. People aged 65 and over with limited financial means will be prioritised.

The purpose of this policy is to outline:

1. How Council will ensure that its community housing units meet legislative requirements.
2. The eligibility criteria for the CDC community housing application process.
3. The prioritisation of the CDC community housing waitlist.

SCOPE

This policy applies to all persons applying to reside in Council's community housing and to Council staff and contractors who plan for, manage or maintain Council's community housing. The policy explains who is eligible for a CDC community housing unit and how applicants will be prioritised on the waitlist.

OUT OF SCOPE

This policy does not include information about housing rents as these charges are set by Council via the Annual Plan and Long-Term Plan process and can be found in the Fees and Charges schedule. The Policy also does not include information about the funding sources for community housing as this information is determined by Council's Revenue and Finance Policy.

DEFINITIONS

Community housing block	A site where a number of community housing units are located. Currently there are 11 blocks, spread across eight towns in the Clutha District
Single person	For the purpose of this policy a single person means one person without dependants
Couple	For the purpose of this policy a couple means two persons without dependants
Asset Limit	The maximum value of assets (both cash and non-cash assets) that an eligible applicant(s) may have
Eligibility	A person that satisfies the eligibility criteria will be considered suitable for a CDC community housing unit
Waitlist	The list of eligible applicants waiting for a CDC community housing unit

POLICY**1. Future ownership**

- 1.1. Council is committed to providing Council community housing in the Clutha District.
- 1.2. Council will consider approaches from community organisations or similar concerning the future ownership and/or management of Council-owned community housing units.
- 1.3. If approved by Council, officers of Council will facilitate the development of proposals regarding the management and operation with interested groups, and also ensure that any proposals include the protection of the existing tenants.
- 1.4. Council will fulfil its obligations under the Local Government Act 2002 and conform with its Significance and Engagement Policy when considering future ownership options.

2. Level of service

- 2.1. Council's existing community housing units will be provided and maintained at a level that meets current legislative requirements.
- 2.2. Council will undertake work to ensure its existing units meet the requirements of the Healthy Homes Guarantee Act 2017 (HHS).
- 2.3. Improvements which exceed the requirements of the HHS may be undertaken where this can be done in a cost-effective manner, and Council believes this will ensure the unit is more liveable (e.g. warmer, affordable to heat, meets modern standards).
- 2.4. Council will prepare plans and budgets for any required improvements or rebuilds in an Asset Management Plan, as part of its 3-yearly Long Term Plan process.
- 2.5. Council will consider the creation of additional new units at existing community housing blocks where:
 - There is sufficient space available; and

- There are funds available for this purpose; and
- The development can be undertaken as a rates neutral activity; and
- There is sufficient demand for additional units.

2.6. Council will consider the creation of additional new community housing blocks where:

- Land is available; and
- There are funds available for this purpose; and
- The development can be undertaken as a rates neutral activity; and
- There is sufficient demand for an additional block; and
- Services are available.

3. ELIGIBILITY

3.1. A housing applicant needs to meet the following eligibility criteria before their application is accepted – see appendix 1

3.2. Age and residency

- To be considered eligible an applicant must be:
- Aged 25+ years and over **AND**
- A New Zealand citizen OR have a permanent resident visa and have lived in NZ continuously for at least 2 years **AND**
- Be able to live independently and care for themselves **OR** only require minimum supervision and support from the community support workers. This is to be supported by a letter from the applicant's doctor.

3.3. Income level

3.3.1 The income limit is equal to the Work and Income New Zealand income limit for Non-beneficiary Accommodation Supplement.

3.3.2 The Non-beneficiary income limit information is set annually and can be found on the Work and Income NZ website:

[Accommodation Supplement Tables](#)

In exceptional circumstances the income limit can be increased at the discretion of the Community Services Group Manager.

3.4. Asset Limit

3.4.1 The household asset limit is equal to two times the Work and Income New Zealand income limit for Non-beneficiary Accommodation Supplement.

3.4.2 The Non-beneficiary income limit information is set annually and can be found on the Work and Income NZ website:

[Accommodation Supplement Tables](#)

In exceptional circumstances the asset limit can be increased at the discretion of the Community Services Group Manager.

3.5. The following measures will be used to assess prospective tenants:

- Meeting/Interview – Council staff will meet with prospective tenant, and an interview may be requested on a case-by-case basis.
- Landlord reference – Council requires two references, preferably one from a previous landlord if possible or equivalent (feedback regarding current housing arrangements), and the second a character reference.
- Credit check – Council will assess all applicants' financial history and ability to keep up with rent payments. If the credit check results are not suitable, Council will not proceed with the application.
- Support – If the applicant requires support services from an external agency as assessed by Council staff, then the details of any on-going support will be required in writing.

4. PRIORITISATION

CDC community housing waitlist prioritisation – see appendix 1

- 4.1. All eligible applications are given a priority rating according to their age. Applicants are then placed on the waitlist in order of their priority rating and date of application.
- 4.2. The following priority-based criteria apply to tenant selection in all community housing units:

Priority Level	Description
1	Applicant is 65 years of age or older
2	Applicant is aged between 55 - 64 years of age
3	Applicant is aged between 25 - 54 years of age

5. TENANT PLACEMENT PROCESS

Tenant placement

- 5.1. When a housing unit becomes available the waitlist is examined and the housing unit will be offered to the next eligible applicant on the waitlist, within the highest priority group.
- 5.2. Council will consider the suitability of applicants applying to live in a community housing environment.
- 5.3. Compatibility with existing tenants can be a reason for placing applicants on the waiting list until a suitable placement becomes available.

6. OTHER RELEVANT POLICY CONSIDERATIONS

6.1. Tenancy agreement

- 5.1.1 Tenancy agreements between the Council (as the landlord) and the tenant shall be periodic tenancies, with either party able to give notice as required under the *Residential Tenancies Act 1986*.

5.3 Transfer of tenants

5.3.2 Tenant requests to move units will be at the discretion of the Council, and will be considered subject to the following conditions:

- The tenant requesting to move must have a good payment record and keep their units clean and tidy as per the annual maintenance inspections.
- Moving units requires the termination of the tenancy agreement and the commencement of a new tenancy agreement.
- All associated shifting costs will be borne by the tenant.
- Where more than one tenant applies for a vacant unit, priority will be given to the tenant that currently has longest continuous tenancy with Council.

5.2.2 Council may require tenants to temporarily move to alternative accommodation where significant renewal work is to be undertaken on their existing unit. In this case, all associated shifting costs will be borne by Council. Council will attempt to minimise disruption for tenants during this process.

5.3 Animals

5.3.2 Consent by Council is required to keep a pet, this can be refused if the pet is unsuitable for the property, violates bylaws or is dangerous.

5.3.2 Tenants are liable for any pet-related damage beyond normal wear and tear and requires the tenant to have the carpet cleaned at the end of the tenancy.

5.3 Smoke/vape free housing

5.3.2 All new tenancy agreements shall require that all new tenancies shall be smoke/vape free for all indoor areas. This includes tenants and any visitors to the units. Failure to comply with this requirement may result in the tenancy being terminated and cleaning of the unit with all costs to be recovered from the tenant. This includes where tenants elect to shift units.

5.3 Carparking

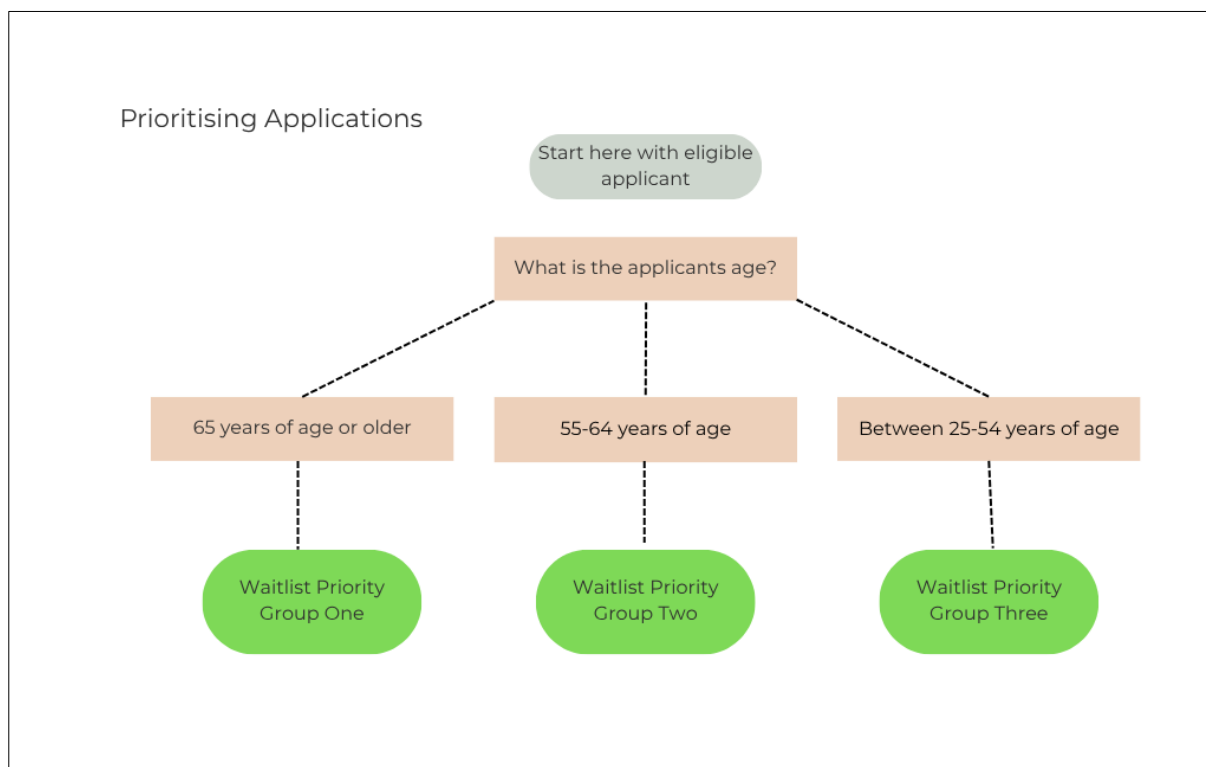
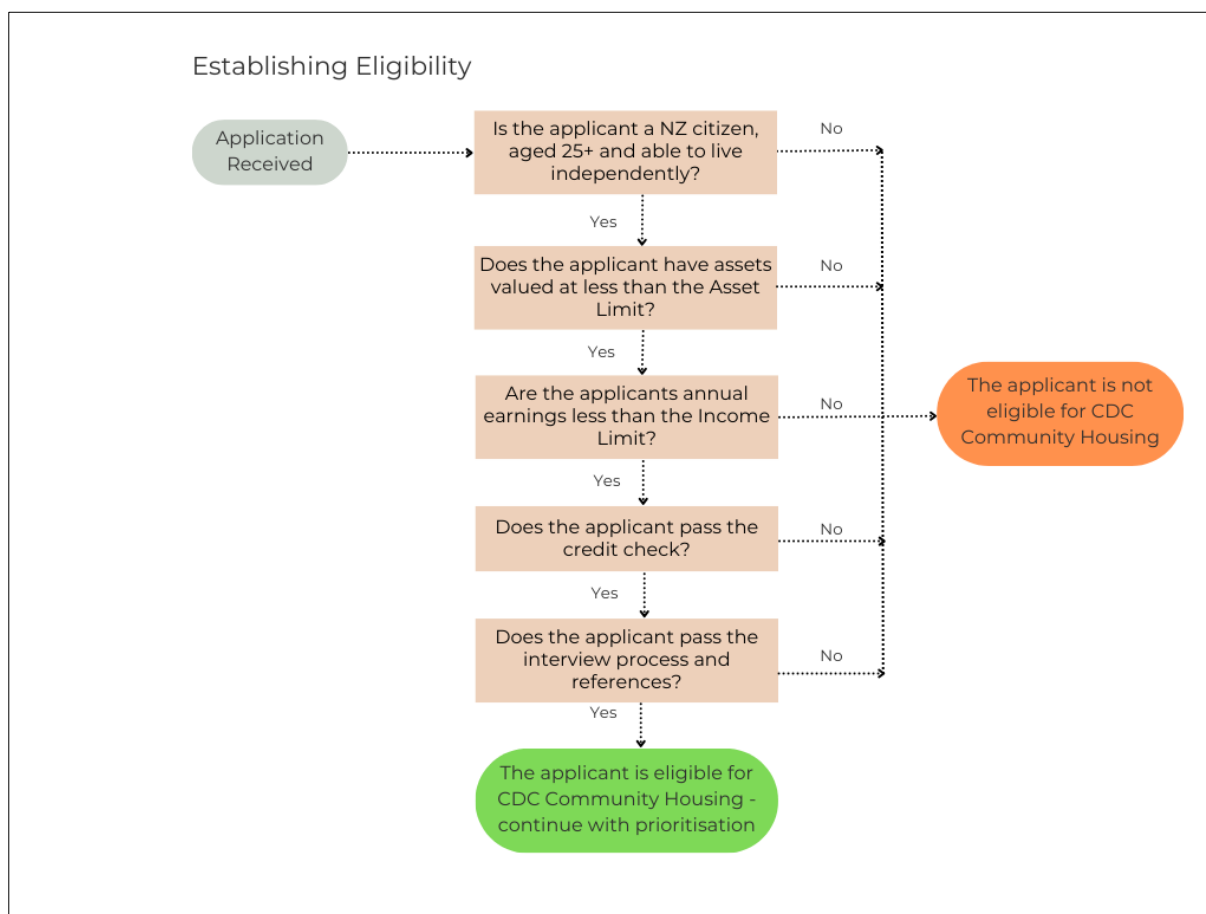
5.3.2 Carports are allocated to specified units and are paid for by those tenants. This can be changed on a case-by-case basis at the discretion of Council.

5.3.2 Some locations have designated parking spaces. Allocation of these parks are at the discretion of Council.

5.3 Version Control

Version History			
Date:	Action:	Name:	Version:
15 December 2011	Policy Issued		1
17 September 2020	Policy reviewed and adopted by Council	M. Goldsmith	2
25 June 2026	Policy reviewed and adopted by Council	D. Burrow	3

APPENDIX 1: CDC COMMUNITY HOUSING, ELIGIBILITY ASSESSMENT AND PRIORITISATION PROCESS





POLICY ON COUNCIL COMMUNITY HOUSING		ACTIVITY GROUP:	COMMUNITY SERVICES
Policy Type:	Council		
Approved by:	Council		
Department:	Service Delivery		
Date Approved:	17 September 2020	Next Review Date:	17 September 2023
Relevant Legislation:	Residential Tenancies Act 1986 Housing Improvement Regulations 1947 Healthy Homes Guarantee Act 2017		
Clutha District Council Documents referenced:	Clutha District Council Schedule of Fees and Charges Clutha District Council Significance and Engagement Policy Clutha District Council Policy on Market Rentals on Property Clutha District Long Term Plan		

PURPOSE

Council aims to provide community housing that is safe, secure and healthy, and to maintain it in accordance with current legislative requirements. Council's community housing units provide an affordable housing option for elderly and other vulnerable persons in the Clutha District.

The purpose of this policy is to outline:

1. Council's position regarding the future ownership and control of community housing blocks.
2. How Council will ensure that its community housing units meet legislative requirements.
3. How Council will set rental rates and fund renewal work.
4. Eligibility and tenancy selection criteria for Council's portfolio of community housing units.

SCOPE

This policy applies to all persons applying to reside in or who currently reside in Council's community housing and to Council staff and contractors who plan for, manage or maintain Council's community housing.

DEFINITIONS

Community housing block – A site where a number of community housing units are located. Currently there are 11 blocks, spread across eight towns in the Clutha District.

Single person - For the purpose of this policy a single person means one person without dependants.

POLICY

1. Future ownership

- 1.1. Council is committed to providing Council community housing in the Clutha District.
- 1.2. Council will consider approaches from community organisations or similar concerning the future ownership and/or management of Council-owned community housing units.
- 1.3. If approved by Council, officers of Council will facilitate the development of proposals regarding the management and operation with interested groups, and also ensure that any proposals include the protection of the existing tenants.
- 1.4. Council will fulfil its obligations under the Local Government Act 2002 and conform with its Significance and Engagement Policy when considering future ownership options.

2. Level of service

- 2.1. Council's existing community housing units will be provided and maintained at a level that meets current legislative requirements.
- 2.2. Council will undertake work to ensure its existing units meet the requirements of the Healthy Homes Guarantee Act 2017 (HHS). This includes the installation of ceiling insulation in all existing units.
- 2.3. Improvements which exceed the requirements of the HHS may be undertaken where this can be done in a cost effective manner, and Council believes this will ensure the unit is more liveable (e.g. warmer, affordable to heat, meets modern standards).
- 2.4. Council will prepare plans and budgets for any required improvements or rebuilds in an Asset Management Plan, as part of its 3-yearly Long Term Plan process.
- 2.5. Council will consider the creation of additional new units at existing community housing blocks where:
 - There is sufficient space available; and
 - There are funds available for this purpose; and
 - The development can be undertaken as a rates neutral activity; and
 - There is sufficient demand for additional units.
- 2.6. Council will consider the creation of additional new community housing blocks where:
 - Land is available; and
 - There are funds available for this purpose; and
 - The development can be undertaken as a rates neutral activity; and
 - There is sufficient demand for an additional block; and
 - Services are available.

3. Setting rental rates

- 3.1. Council's community housing portfolio is run on a cost recovery basis. As such, it is a rates neutral activity in the Clutha District. Council does not subsidise the provision of Council community housing from general rates.
- 3.2. The rental rate for each block of community housing will be set at a level to ensure that it can be maintained for its anticipated habitable life at agreed service levels and replaced after this time.

- 3.3. The rental rate will be determined by a review of current and anticipated maintenance and renewal costs every three years as part of Council's Long Term Plan process.
- 3.4. To remain consistent with Policy 3.1 the cost of undertaking improvements may result in a higher rental rate for community housing units, once this work has been completed. New tenancies shall be charged the new rate immediately. For existing tenancies any increase in rental rate shall be charged in accordance with the provisions set out in the Residential Tenancies Act 1986.

4. Funding of renewals

- 4.1. Council will operate a pool system for its Council community housing portfolio where all revenue generated by the operation of the units is used to offset the combined expenditure.
- 4.2. Any surplus or deficit will be carried forward as a combined account. Surplus funds will be used to replace existing units when the need arises, or to undertake renewal work on existing units.

5. Priority-based criteria for community housing tenants

- 5.1. All applicants for Council community housing must have a genuine need for housing.
- 5.2. The following priority based criteria applies to tenant selection in all community housing units:

Priority Level	Description
1	Applicant must be over 65 years of age and in receipt of a benefit.
2	The applicant must be between 25 and 64 years in age. The applicant must have an income that is considered to be low or be in receipt of a benefit, either of which, makes it difficult for them to enter the private rental market.

- 5.3. Where applicants that meet first priority criteria cannot be found to occupy units, lower priority criteria will be applied in order to maintain a high occupancy rate and to ensure Council's community housing portfolio remains rates neutral and run on a cost recovery basis.
- 5.4. Priority level 2 tenants shall only become eligible when the unit has been vacant for more than 1 month.
- 5.5. Each priority level 2 application will be considered on a case by case basis.
- 5.6. Council's existing community housing comprises relatively small, single-bedroom or studio units. They are suitable for single people or couples, but not families. If Council was to create additional new community housing (as described under policies 2.5 and 2.6), this would need to be of a different construction style, with multiple bedrooms, if it was to be suitable for other categories of tenants.

6. Tenant selection process

- 6.1. Council will consider the suitability of applicants applying to live in a community housing environment. In particular, Council shall consider the risk of damage to community housing units and the impact on other tenants in a community housing environment.
- 6.2. Compatibility with existing tenants is a criteria for all applicants and can be a reason for declining applications or placing applicants on the waiting list until a suitable placement becomes available.
- 6.3. The following measures will be used to assess prospective tenants:

- **Meeting/Interview** – Council staff will meet with all prospective tenants to show them the flats and an interview may be requested on a case by case basis.
- **Landlord reference** – Council requires a minimum of one previous landlord reference or equivalent (feedback regarding current housing arrangements) i.e. a letter from neighbours for a home owner or a letter from a residential House Manager etc.
- **Credit check** – Council will assess all applicants' financial history and ability to keep up with rent payments.
- **Support** – If the applicant requires support services from an external agency as assessed by Council Staff, then the details of any on-going support will be required in writing.

6.4. Tenancy agreements between the Council (as the landlord) and the tenant shall be periodic tenancies, with either party able to give notice as required under the *Residential Tenancies Act 1986*.

7. Transfer of tenants

7.1. Tenant requests to move (TRM) units will be at Council's discretion, and will be considered subject to the following conditions:

- The tenant requesting to move must have a good payment record and keep their units clean and tidy as per the annual maintenance inspections.
- Moving units requires the termination of the tenancy agreement and the commencement of a new tenancy agreement. All arrangements for the new tenancy shall be the responsibility of the tenant (e.g. termination of the current contract, reapplying for the new tenancy, redirection of automatic payments, WINZ involvement, electricity, phone).
- All associated shifting costs will be borne by the tenant, including an administration fee of one week's rent payable to Council.
- Where more than one tenant applies for a vacant unit, priority will be given to the tenant that currently has longest continuous tenancy with Council.
- Requests to move units must be made within three weeks of a unit becoming vacant to ensure all residents have an equal opportunity to request to move.

7.2. Council may require tenants to temporarily move to alternative accommodation where significant renewal work is to be undertaken on their existing unit. In this case, all associated shifting costs will be borne by Council. Council will attempt to minimise disruption for tenants during this process.

8. Smokefree housing

8.1. All new tenancy agreements shall require that all new tenancies shall be smokefree for all indoor areas. This includes tenants and any visitors to the units. Failure to comply with this requirement may result in the tenancy being terminated and cleaning of the unit with all costs to be recovered from the tenant. This includes where tenants elect to shift units.

9. Carparks and Carports

9.1. Car parking spaces are provided at Council's community housing blocks on a limited basis. The car parking spaces are not allocated to individual tenants.

9.2. Carports are allocated to specified units and are paid for by those tenants.

10. Version Control

Version History			
Date:	Action:	Name:	Version:
15 December 2011	Policy Issued		1
17 September 2020	Policy reviewed and adopted by Council	M. Goldsmith	2

Clutha District Council

Item for DECISION

Report	Road Stopping Request – Unformed Legal Road Wyre Street, Kaitangata
Meeting Date	25 June 2026
Item Number	9
Prepared By	Ramya Viswanathan - Development Engineer Pierre Kotze - Asset Manager Transportation
File Reference	1023202

REPORT SUMMARY

The report seeks Council approval to stop about 4,000m² of unformed legal road on Wyre Street, Kaitangata, enabling construction on nearby properties. The process involves Ministerial approval, public consultation, and land sale based on independent valuation, with all costs covered by the applicants.

RECOMMENDATIONS

1. That Council receives the 'Road Stopping Request – Unformed Legal Road Wyre Street, Kaitangata' report.
2. That Council agrees to:
 - 2.1. The proposed road stopping of the Unformed Legal Road amounting to approximately 4,000m² as per Attachment 8.1.
 - 2.2. Obtaining the approval of the Minister of Land Information for the proposed road stopping, where relevant.
 - 2.3. The initiating of the consultation process under the Local Government Act 1974 Schedule 10 procedures for the proposed road stopping of the Unformed Legal Road as in 2.1.
 - 2.4. That on the successful completion of the Local Government Act 1974 Schedule 1 procedures, the land sale (stopped road) in 2.1 be completed, with the purchase price to be negotiated based on an independent valuation.

REPORT

1 Background

On behalf of the applicants, Dean and Kirstie Kyle, and City Forests Ltd, Council has received a request to stop the eastern unformed portion of Wyre Street. The purpose of the road stopping is to enable the Kyles to construct a new dwelling on their Reid Street property, where part of the preferred building platform encroaches into the legal road

reserve. City Forests Ltd, as an adjoining landowner, has confirmed they have no objection and wish to participate in the road stopping to incorporate the surplus road land into their existing forestry holding. The section of unformed road is not required for Council's roading network, and no other affected parties have been identified. The applicants have been advised of Council's road stopping policy and associated cost responsibilities. Approval in principle is now sought to progress the road stopping under the Local Government Act 1974 Schedule 10 procedures.

2 Strategic Goals and Outcomes

Road infrastructure that sustainably supports the community and economy.

3 Discussion

The application has been acknowledged, and Council is now progressing the assessment to determine the suitability of stopping the unformed portion of Wyre Street under the Local Government Act 1974 Schedule 10 process.

There is forestry at the end of the unformed paper road, no utility services run along or through the paper road and council staff deem it not necessary for the road to be formed.

The applicant is aware that they will bear all the costs associated with the road stopping regardless, if the road stopping is successful.

Plan No. 240137-3 – Proposed Road Stopping (Unformed Wyre Street, Kaitangata)

In view of the above, it is proposed to carry out the following actions:

- To stop the two sections of unformed legal road with approximate areas of **0.1 ha** and **0.3 ha** at the end of Wyre Street.
- Obtain the approval of the Minister of Land Information for the proposed road stopping, where relevant.
- Obtain an independent valuation for the proposed stopped road to form the basis of a Sale & Purchase Agreement.

4 Consultation

Consultation for this proposal will follow the requirements of the **Local Government Act 1974 Schedule 10** road stopping procedures. This includes publicly notifying the proposed road stopping, allowing a statutory objection period, and considering any objections received before a final decision is made by Council.

5 Policy Considerations

Council's draft 'Policy on Road Stopping and Temporary Road Closure', Policy Number 02-01-004, refers.

6 Legal Considerations

Legal considerations are outlined under:

- Local Government Act 1974 section 342 and section 345, with Council having the authority to stop a road and sell land no longer required for road, as also contained in *Council's Delegations Manual 2022/25*.
- Conservation Act 1987 Section 24 (1) and (2).
- Clutha District Council District Plan RULE FIN.8

7 Financial Impact

As the entire process is subject to an agreement, costs to all affected parties have been established and agreed to, with no financial implications to Council for disbursements/legal costs for finalising the road stopping process as the applicant agreed to cover all costs of the process.

8 Recommendation

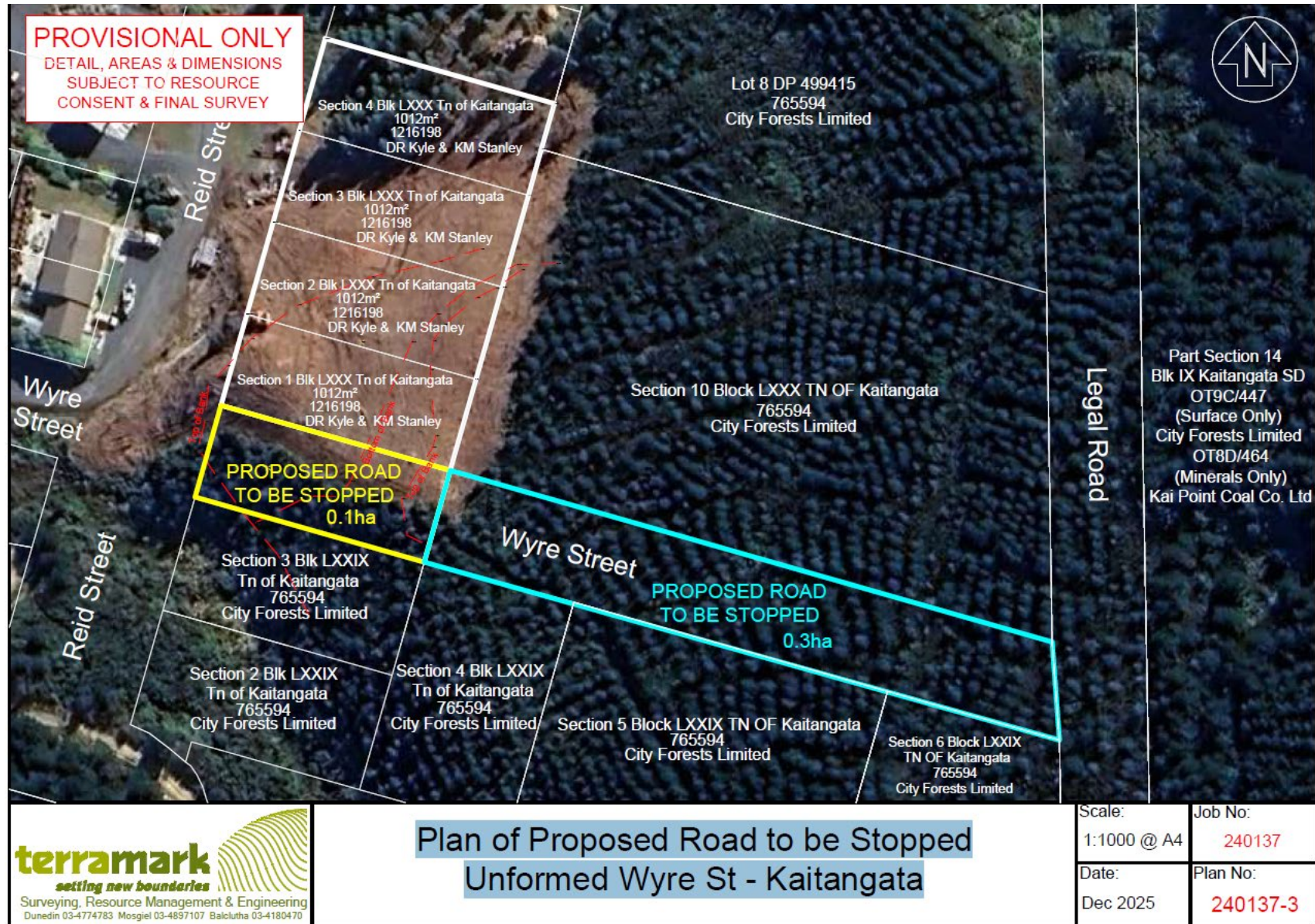
In view of the fact, that Council has received no objections to the proposed Road Stopping of Section 1, SO 582788 it is recommended that Council agrees to:

- 8.1 The advertising of the successful road stopping of Section 1, SO 582788 as per Attachment 8.1.
- 8.2 That the matters relating to item 9.1 above, be handed over to Council's Solicitors for completion of the legal process.

9 References/Attachments

- 9.1 Survey Plan SO 582788

Attachment 8.1 – Survey Plan 240137-3



Clutha District Council

Item for CONFIRMATION

Report	Confirmation of Council Minutes
Meeting Date	25 June 2026
Item Number	10
Prepared By	Julie Gardner – Executive Assistant/Governance Advisor
File Reference	1028852

REPORT SUMMARY

Attached for confirmation are the minutes of the meetings of the Clutha District Council held on 19 May 2026 and 28 May 2026.

RECOMMENDATION

1. That the minutes of the annual plan meeting of the Clutha District Council held on 19-21 May 2026 be approved as a true and correct record.
2. That the minutes of the meeting of the Clutha District Council held on 28 May 2026 be approved as a true and correct record.

Clutha District Council

Minutes of the Annual Plan Decisions meeting of Clutha District Council held in the Council Chambers, 1 Rosebank Terrace, Balclutha on Tuesday 19 May 2026 commencing 9.00am.

Present	His Worship the Mayor Jock Martin, Councillors Dane Catherwood, Roger Cotton, Larry Frost, Bruce Graham, Rachel Harrison, Michele Kennedy, Simon McAtamney, Dean McCrostie and Brendon Smith
In Attendance	Steve Hill (Chief Executive), Jules Witt (Deputy Chief Executive), Sharon Jenkinson (Finance & Policy Group Manager), Linda Till (Three Waters Group Manager), Donna McArthur (Infrastructure Strategy & Delivery Group Manager), Mike Goldsmith (Community Facilities Group Manager), Natasha Holland (Communications Manager), Beki McCabe (Senior Communications Advisor), Peter Stafford (Strategic Planning Manager), Ye Miao (Senior Policy Advisor), Greg Bowie (Chief Financial Officer), Trey Willis-Croft (Financial Accounting Team Leader) and Angela Ferguson (Contracts Supervisor)
Apologies	There were no apologies.

His Worship the Mayor Jock Martin welcomed Councillors, staff and the media to the meeting and advised that the meeting was being livestreamed.

Christina Johnston said a karakia to start the meeting.

1 CONFIRMATION OF ANNUAL PLAN HEARING MINUTES

The minutes of the Annual Plan Hearings of the Clutha District Council held on 7 May 2026 were submitted for confirmation.

Moved Councillors Graham/Cotton and Resolved:

“That the minutes of the Annual Plan Hearing of the Clutha District Council held on 7 May 2026 be approved as a true and correct record.”

2 INVESTMENT FUND UPDATE

The Chief Financial Officer provided an update on funding available from the investment surplus.

Greg Bowie was in attendance for this item to answer questions.

Noted that the current fund balance as of April 2026 is \$29.17M. We also had an unrealised gain of \$936K during April.

There was discussion on funding and disbursement from the investment account and the need to address this as part of the Long-Term Plan. It is currently making funds available for community support but will need change made to the policy in the long-term plan.

Clarification was given that all decisions made today from investments will be coming from equity in the investment accounts.

Moved Councillors McAtamney/Kennedy and Resolved:

“That Council receives the ‘Investment Fund Update’ report.”

Moved Councillors McAtamney/Kennedy and Resolved:

“That Council notes the \$1,074,239 return in FY26 on the Amova portfolio and that unless equity is used, there are no discretionary funds available from the 2026 results.”

Moved Councillors McAtamney/Kennedy and Resolved:

“That Council defers decision on the application of the funds to the individual decision reports.”

3 CAPITAL CARRY FORWARDS REPORT FOR 2025/26

The Chief Financial Officer submitted a report which identifies projects and proposes that Council confirms they be carried forward from the 2025/26 financial year into 2026/27, as well as identifying requested changes to rural water scheme capital budgets for 2026/27 for approval.

Clarification was sought on some projects that were finalised. Some of these may just be coded to a different account and need corrected.

Suggestion of more than one capital account, and this will also be considered as part of the long-term plan. There have already been changes made to how we handle funds so that we have more than one account and don't need to break investments when there is a need for funds.

Clarification on Owaka Tank – figures remain the same although this is not one large tank but several smaller tanks.

Moved Councillors Graham/Cotton and Resolved:

That Council receives the 'Carry Forwards and Rural Water Scheme Budget Adjustments Report for 2026/27'.

Moved Councillors Graham/Cotton and Resolved:

"That Council approve the proposed 2026/27 Carry Forwards as listed in Table 1."

Moved Councillors Graham/Cotton and Resolved:

"That Council approves the reallocation of existing capital budget of \$39,960 from Moa Flat Haughs Airstrip Reservoir Tank Renewal project to Moa Flat Water Loss Reduction Programme – Zone Metering project, as noted in amendment RU1 below."

Moved Councillors Graham/Cotton and Resolved:

"That Council approves the reduction of existing capital budget of \$441,653 to \$120,000 for the Wangaloa Reservoir Upgrade project, as noted in amendment RU2 below."

Moved Councillors Graham/Cotton and Resolved:

"That Council approves the increase of existing capital budget of \$240,156 to \$891,156 for the Clydevale Old Lake Road Pipeline Renewal project, as noted in amendment RU3 below."

Moved Councillors Graham/Cotton and Resolved:

"That Council approves the additional capital budget of \$195,000 for the Clydevale Renewal, Relocation and Demolition of Old Booster Site project, as noted in amendment RU4 below."

Unanimous.

4 RATES BASELINE UPDATE

The Finance & Policy Group Manager submitted a report with the proposed rates starting position for Council to agree the estimated rates increase prior to final calculations being made.

It was noted that for every \$200k additional spend in the decisions this adds 0.5% rate increase.

Sharon is to send a full description of how rates cap works to Councillors.

Andrew Michl from LGFA joined the meeting via Teams at 9.38am and described LGFA's role in New Zealand.

Clutha District Council had the highest roading valuation change and requires 50% rates rise to cover budget this year.

Water depreciation is set at 25%, this is for each scheme urban/rural.

Andrew Michl left the meeting at 10.05am.

Moved Councillors Graham/McCrostie and Resolved:

"That Council receives the 'Rates Baseline Update' report.

That Council notes an estimated overall increase of 19.02% from 2025/26 to 2026/27, prior to final decisions and calculations being made for the final 2026/27 Annual Plan."

Unanimous.

As a result of the decisions made during Agenda Item 14, the resulting estimated overall rating increase was noted to be 20.54%. The final rates position for the 2026/27 Financial Year will be resolved at the Council Meeting of 25 June 2026 as part of the decision as to the adoption of the Annual Plan 2026/27 and associated Rates Resolution.

Meeting was adjourned at 10.20am

Meeting reconvened in Public Excluded at 10.50am

5 REASONS TO MOVE TO PUBLIC EXCLUDED SESSION

Moved Councillors Cotton/Kennedy 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
Council Insurance Renewal Update 2026/27	The information contained in the report	Section A2 (b)

	is commercially sensitive.	Protect information where the making available of the information would: Disclose a trade secret; or Be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.
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The meeting moved into public excluded session at 10.20am.

The meeting moved out of public excluded session at 11.49am.

6 WATER-RELATED CONSULTATION QUESTIONS

The Deputy Chief Executive and Senior Policy Advisor submitted a report which includes a summary of the feedback received through the recent 2026/27 Annual Plan Consultation process of the matters specifically relating to water rating. This includes the possibility of availability charging and assistance capping for rural water scheme rates as well as consideration of urban three waters rating area maps.

Councillor Cotton advised that he may have a conflict of interest in water schemes because of being past chair, however he was advised that this was not perceived as a conflict.

Jules Witt provided an update on the availability charge and whether and how this can be applied.

Moved Councillors Kennedy/Graham and Resolved:

“That Council receives the ‘Water-related Consultation Questions’ report.”

Unanimous.

Moved Councillors McCrostie/ Kennedy and Resolved:

“That Council approves an availability charge for the 2026/27 year of 50% of the unit rate to be applied across all Rural Water Schemes within the Clutha District – noting that this charging option is available to Southern Waters from 1 July 2027.”

Unanimous.

Moved Councillors Kennedy/McCrostie and Resolved:

“That Council confirms that Availability Charging will be applied to customers disconnected from rural water schemes from 1 July 2023.”

For (9)

Mayor Martin, Councillors McCrostie, Smith, Catherwood, Harrison, Kennedy, McAtamney, Cotton and Frost

Against (1)

Councillor Graham

Motion carried.

Moved Councillors Frost/ Kennedy and Resolved:

“That Council does not approve assistance capping for the 2026/27 year that caps the per-unit water rates for all of Clutha District’s Rural Water Schemes to no more than 20% above the weighted average of all unit prices across District.”

For (7)

Mayor Martin, Councillors Smith, Catherwood, Harrison, Kennedy, McAtamney, Frost

Against (3)

Councillor Cotton, Graham and McCrostie.

Motion carried.

Moved Councillors Frost/Cotton and Resolved:

“That Council approves the proposed amendments to the Rural Water section of the Revenue and Financing Policy, to be updated to reflect Council’s decisions in relation to the proposed availability charging and assistance capping, and for this to be submitted for legal review.”

Unanimous.

Motion Carried.

Moved Councillors Catherwood/ Harrison and Resolved:

“That Council amends the Owaka urban three waters rating map to include properties on Royal Terrace that are part urban zoned properties.”

Unanimous.

Moved Councillors Frost/ Harrison and Resolved:

“That Council approves the proposed urban water rating maps that were included as part of the Annual Plan Consultation Process.”

Unanimous.

Meeting adjourned for lunch 12.28pm.

Meeting reconvened 1.15pm.

7 INTEGRATED TAPANUI LIBRARY & WEST OTAGO COMMUNITY CENTRE

The Promotions Officer and Community Services Group Manager submitted a report which provides feedback on options for the Integrated Tapanui Library and West Otago Community Centre that were consulted on during the draft Annual Plan 2026/27 public consultation period.

Moved Councillors Cotton/Catherwood and Resolved:

“That Council receives the ‘Integrated Tapanui Library & West Otago Community Centre’ report.”

Clarification was sought on the impact of deferring the funding request.

Moved Councillors Frost/Catherwood and Resolved:

“That Council approves to commit funding of up to \$2.5million toward the Integrated Tapanui Community Library & West Otago Community Centre, to be funded by 47% Libraries rate through the UAGC and 53% Community Centres”

Councillor Kennedy asked for a guarantee that council would cover any difference, however was advised that this is unable to be guaranteed at this stage and would have to be revisited at the time if needed.

Unanimous.

8 MILTON CENTENNIAL POOL CONSULTATION QUESTION

The Promotions Officer and Community Services Group Manager submitted a report which provides feedback on the proposal to not open the Milton pool for the 2026/27 season which was consulted on during the draft Annual Plan 2026/27 public consultation period.

Moved Councillors Harrison/Kennedy and Resolved:

“That Council receives the ‘Milton Centennial Pool Consultation Questions’ report.”

Moved Councillors Frost/McCrostie and Resolved:

“That Council does not approve closure of the Milton Pool for the 2026/27 season.”

For (8)

Mayor Martin, Councillor Frost, Graham, Kennedy, Harrison, Catherwood, Smith and McCrostie

Against (2)

Councillors Cotton, McAtamney

Motion Carried.

See Agenda Item 14 – Annual Plan 2026/27 Funding Decisions – Recap/Review for the final decision on this item.

9 VOLUNTARY TARGETED RATES

The Chief Financial Officer submitted a report which provides feedback on Voluntary Targeted Rates (VTRs) which was consulted on during the draft Annual Plan 2026/27 public consultation period.

Moved Councillors McAtamney/Catherwood and Resolved:

“That Council receives the ‘Voluntary Targeted Rates’ report.”

Clarification was sought on what was covered under home energy improvements, and how these are repaid. This excluded home solar.

This scheme was run in the past and a majority of these were for heat pumps.

In the past the limit for home energy improvements was \$5,000.00 per ratepayer and they had 5 years to repay the amount. If the property was sold these are repaid as part of the settlement process with the lawyers.

This scheme is rates neutral and pays for itself.

Moved Councillors McAtamney/ Catherwood and Resolved:

“That Council approves the recommencement of a self-funding Voluntary Targeted Rates Scheme during the 2026/27 Financial Year once legal documentation has been finalised (noting that any rating for these agreements would not start until 1 July 2027) for the following activities:

(a) Home Energy Improvements

(b) Infrastructure

(c) Urgent Health and Safety.”

Unanimous.

10 DEFER COMMENCEMENT OF GLASS COLLECTION SERVICE

The Manager – Asset Management submitted a report advising of potential amendments to Standard Materials Notice which sets the standards for national kerbside collections. Clutha District Council (CDC) is currently following a programme to launch glass by 1 January 2027. The Council may wish to defer this.

Moved Councillors Catherwood/Cotton and Resolved:

“That Council receives the ‘Defer Commencement of Glass Collection Service’ report.”

Moved Councillors Catherwood/Cotton and Resolved:

“That Council approves option 1: To defer the commencement of kerbside glass collections, subject to government approval, to 1 July 2027 and utilise the resulting \$200k budget saving to offset known budget deficits for this year. This will also enable council to explore expanded options for glass collection going forward.”

Unanimous.

11 STAFF SUBMISSIONS (was Item 12 in agenda running order)

Wind Event – Funding Request of Parks, Reserves and Cemetery Costs from the Emergency Fund

Moved Councillors McCrostie/Frost and resolved:

“That Council receives the ‘Staff Submissions’ report”

Moved Councillors Catherwood/Harrison and Resolved:

“That Council approves allocation of \$155,000 excl. GST of Emergency Fund Reserves to cover the Parks, Reserves & Cemetery Wind Event Related costs.”

Unanimous.

Rosebank Hill (Clyde Street) – Water Supply-Urban & Wastewater-Urban

Moved Councillors Harrison/Graham and Resolved:

“That Council approve the reallocation of the funds to proceed with the renewal of both water supply and wastewater assets, enabling timely delivery ahead of NZTA resealing works and reducing long-term cost and service risks.”

Unanimous.

Moved Councillors Harrison/Graham and Resolved:

“That Council approves the reallocation of \$630,000 from the Clinton Sewer Pump Station Upgrade – Project 402009. After this reallocation, the remaining budget for Clinton Sewer Pump Station Upgrade will be \$101,138 and will be spent for the design-only as planned.”

Unanimous.

Moved Councillors Harrison/Graham and Resolved:

“That Council approve the reallocation of \$1,170,000 from the Kaitangata Intake Renewal budget to fund the Watermain component - Project 352012. After this reallocation, the remaining budget for Kaitangata Intake Renewal will be \$1,413,105. The design is currently being reviewed for the Kaitangata Intake Renewal project.”

Unanimous.

Renfrew Street Stormwater – Stormwater LOS – 400062

Moved Councillors Frost/Harrison and Resolved:

“That Council approve the reallocation of \$ 196,527 for the Renfrew Street Stormwater Main Extension Project. After this reallocation, the remaining budget for Hospital Creek Pump Station Upgrade will be \$743,508. The Hospital Creek project is currently in the design phase, and the final scope and construction costs are not yet confirmed. The FY25/26 budget will be used to complete the design.”

Unanimous.

Charlotte Street Water Main Renewal – Water Supply-Urban 351003

Moved Councillors Cotton/Frost and Resolved:

“That Council approves reallocation of funding of \$73,015 to the Charlotte Street Water Main Renewal- Water Supply in 2026/27 for procurement and Implementation phase to be funded from/as the Kaitangata Intake Renewal budget to fund the Watermain component - Project 352012.”

Unanimous.

Owaka Sewer Network Renewal Wastewater – Urban 352017

Moved Councillors Catherwood/Harrison and Resolved:

“That Council approve the reallocation of \$222,845 for the Owaka Sewer Network Renewal Project. After this reallocation, the remaining budget for Kaitangata Pump Station Renewals will be \$250,115. The design is currently being reviewed for the Kaitangata Pump Station Renewals.”

Unanimous.

Knarston Park

Moved Councillors McCrostie/Cotton and Resolved:

“That Council approves funding of \$150,000 to the Knarston Park Sea Wall Construction in 2026/27 to be loan funded with rating impacts of \$9,703.55 per year for 25 years starting in 27/28.”

Unanimous.

Acquisition of Vacuum Truck

Moved Councillors Cotton/McAtamney:

“That Council approves funding required of \$250,000.00 in 2026/27 for the purchase of a Allvac AV8000 Aluminium Vacuum Tanker Hino truck to be loan funded with rating impacts of \$30,976.37 per year for 10 years starting in 27/28 – note to be offset by operational savings.”

For (4)

Mayor Martin, McCrostie, Cotton and Smith

Against (6)

Councillors Catherwood, Harrison, Kennedy, McAtamney, Graham and Frost

Motion was lost.

Amendment:

Moved Councillors McAtamney/Graham and Resolved:

“That Council approves additional funding required of up to \$250,000.00 in 2026/27 for the purchase of a Vacuum Tanker truck to be loan funded with rating impacts of \$30,976.37 per year for 10 years starting in 27/28 – note to be offset by operational savings.”

Unanimous.

Motion Carried.

Decommissioning of assets made redundant from the Commissioning of Balmoral/Tuapeka Rural Water Scheme

Lawrence is expected to stay live when the new plant is commissioned.

Moved Councillors McAtamney/Cotton and Resolved:

“That Council approves funding of \$300,000 capital expenditure in 2026/27 for the decommissioning, remediation, make-safe works, and partial repurposing of legacy water treatment plant sites associated with the Balmoral/Tuapeka Rural Water Scheme. Project to be loan funded with rating impacts of \$19,407.10 per year for 25 years starting in 27/28.”

Unanimous.

Moved Councillors Kennedy/McCrostie and Resolved:

“That Council adjourns the annual plan decisions meeting until 9.00am on Thursday 21 May 2026.”

The meeting was adjourned at 3.00pm.

The meeting reconvened on Thursday 21 May 2026 at 9.00am.

Trey Willis-Croft said a karakia to start the meeting.

Lilly advised of a late item added to the agenda item of the West Otago Community Centre.

Councillor Cotton advised of a conflict with Lawrence Chinese Camp Charitable Trust.

12 COMMUNITY FUNDING REQUESTS (was item 11 in the agenda running order)

The Community Support & Development Advisor submitted a report summarising the community funding requests to the proposed Annual Plan 2026/27.

Lilly Paterson was in attendance for this item.

Moved Councillors Kennedy/McCrostie and Resolved:

“That Council receives the ‘Community Funding Requests’ report.”

Unanimous.

Clutha District Combined Museums Group

Clarification was sought on the different request amounts and where these would be funded from.

There was discussion on when the last increase was to the operating grant. Also, it was questioned if the museums in the district generate income.

Moved Councillors Graham/McCrostie and Resolved:

“That Council approves funding of \$9,849 to the Clutha District Combined Museums Group in 2026/27 as an increase to their operational grant from \$58,994 to \$68,843, funded from UAGC”

Unanimous.

There were questions regarding whether the museum can still operate if the funding was deferred. It was questioned if this was an obligation of Health and Safety, as the building is not owned by Clutha District Council, it is not CDC responsibility.

Moved Councillors Catherwood/Frost and Resolved:

“That Council does not approve funding of \$22,240 to the Clutha District Combined Museums Group in 2026/27 for asbestos removal at the Clutha Museum”

For (8)

Mayor Martin, Councillors Frost, McAtamney, Kennedy, Harrison, Catherwood, Smith and McCrostie.

Against (2)

Councillors Cotton, Graham

Motion carried.

Moved Councillors Catherwood/ Frost and Resolved:

“That Council does not approve funding of \$42,120 to the Clutha District Combined Museums Group in 2026/27 for a deaccessioning project at the Clutha Museum”

For (9)

Mayor Martin, Councillors Frost, Cotton, McAtamney, Kennedy, Harrison, Catherwood, Smith and McCrostie

Against (1)

Councillor Graham

Motion Carried.

Moved Councillors Frost/Catherwood

“That Council does not approve funding of \$178,200 to the Clutha District Combined Museums Group in 2026/27 for curator/assistant wages at Clutha, Tuapeka and West Otago museums”

It was noted by Councillors that they look forward to the Long-Term plan to enable discussion and decision on a way forward with funding decisions for our museums.

Amendment:

Moved Councillor Kennedy/Harrison and Resolved:

“That Council does approve funding of \$40,000 to the Clutha District Combined Museums Group in 2026/27 for curator/assistant wages at Clutha, Tuapeka and West Otago museums, funded from UAGC.”

For (7)

Councillors McCrostie, Smith, Harrison, Kennedy, McAtamney, Graham, Cotton

Against (3)

Mayor Martin, Frost, Catherwood.

Motion carried.

Amendment becomes the Substantive Motion:

“That Council does approve funding of \$40,000 to the Clutha District Combined Museums Group in 2026/27 for curator/assistant wages at Clutha, Tuapeka and West Otago museums, funded from UAGC”

For (7)

Councillors McCrostie, Smith, Harrison, Kennedy, McAtamney, Graham, Cotton

Against

(3) Mayor Martin, Councillors Frost and Catherwood

Motion Carried.

Clutha Development Incorporated

Councillors acknowledged the work that Clutha Development does behind the scenes to promote the Clutha District.

This is another area of funding that can be discussed at the Long-Term Plan.

Moved Councillors Cotton/Graham and Resolved:

“That Council approves funding of \$150,000 to Clutha Development Incorporated in 2026/27 for Destination Management, funded from UAGC”

For (7)

Mayor Martin, Cotton, Graham, Kennedy, Harrison, Catherwood, Smith

Against (3)

Councillors Frost, McAtamney, McCrostie

Motion Carried.

See Agenda Item 14 – Annual Plan 2026/27 Funding Decisions – Recap/Review for the final decision on this item.

Lawrence Submissions

Lawrence Chinese Camp have recently received a sizable grant; this was accounted for in the budget provided to Clutha District Council and does not change the application.

Lawrence Chinese Camp would still continue with work if this money is not approved this financial year.

Councillor Cotton had previously recorded a declaration of interest in this item and abstained from the vote.

Moved Councillors Catherwood/Graham and Resolved:

“That Council defers a decision to fund enhancements to the Gabriel’s Gully entrance and the stage 2 redevelopment of the Lawrence Chinese Camp until 2027/28, and

That Council investigates and proceeds with the sale of land in Lawrence to help fund other land purchases, and

That Council staff work with the Lawrence-Tuapeka Community Board to determine capital and operational costs associated with amenity improvements on Ross Place and/or the entrance to Gabriel’s Gully.”

Unanimous.

Amendment:

Moved Councillors McAtamney/Kennedy:

“That Council approves funding of \$100,000 to the Lawrence-Tuapeka Community Board in 2026/27 to enhance the entranceway to Gabriel’s Gully, loan funded from communities’ facilities rate.”

For (4)

Mayor Martin, Councillors McAtamney, Kennedy, McCrostie

Against (5)

Councillors Smith, Catherwood, Harrison, Frost, Graham,

Abstain: Councillor Cotton

Motion lost.

The meeting adjourned for morning tea 10.38am.

The meeting reconvened at 11.05am.

Te Pou Ō Mata-Au Charitable Trust

Clarification was sought on whether this will be self-funding when all the rooms are let.

Moved Councillors Harrison/Smith and Resolved:

“That Council approves funding of \$80,000 to Te Pou Ō Mata-Au Charitable Trust in 2026/27 as an operational grant, funded from the community facility rate.”

For (6)

Mayor Martin, Councillor Cotton, McAtamney, Kennedy, Harrison and Smith

Against (4)

Councillor Frost, Graham, Catherwood, McCrostie.

Motion Carried.

See Agenda Item 14 – Annual Plan 2026/27 Funding Decisions – Recap/Review for the final decision on this item.

Kaka Point Playground Working Group

Moved Councillors Catherwood/McCrostie and Resolved:

“That Council approves funding of up to \$71,979.27 to the Kaka Point Playground Working Group in 2026/27 towards the Kaka Point Esplanade Playground, funded from capital on the investment fund.”

For (9)

Mayor Martin, Councillors Cotton, Graham, McAtamney, Kennedy, Harrison, Catherwood, Smith and McCrostie

Against (1)

Councillor Frost.

Motion Carried.

Clutha Recreation Centre Incorporated

Moved Councillors McAtamney/Cotton and Resolved:

“That Council approves funding of \$50,832 to the Clutha Recreation Centre Incorporated in 2026/27 as an increase to their operational grant from \$59,168 to \$110,000, to be funded from the Sportsground Reserve.”

For (9)

Mayor Martin, Councillor Frost, Cotton, Graham, McAtamney, Kennedy, Harrison, Smith and McCrostie

Against (1)

Councillor Catherwood

Motion Carried.

Surf Life Saving New Zealand

It was clarified that this was the national body applying for this and not the local club.

Moved Councillors McAtamney/McCrostie and Resolved:

“That Council approves existing funding of \$25,561 to Surf Life Saving New Zealand in 2026/27 for a paid lifeguard at Kaka Point over summer, funded from the UAGC”

Unanimous.

Gore & Clutha Whanau Refuge

Councillors spoke for and against this request, all agreed that this is a worthy cause, but some believe this falls to central government to support. It was noted that we are in difficult times and that this is when this service is needed the most.

Moved Councillors Frost/Graham and Resolved:

“That Council does not approve funding of \$35,000 to the Gore/Clutha Whanau Refuge in 2026/27 for continuation of their operational grant”

For (7)

Councillors Frost, Cotton, Graham, McAtamney, Catherwood, Smith and McCrostie.

Against (3)

Mayor Martin, Councillors Kennedy and Harrison

Motion Carried.

Owaka Swimming Baths

Clarification on the figures in the table was given.

Councillors sought advice on whether this could be approved within budget from current budgets.

Moved Councillors Catherwood/ McCrostie and Resolved:

“That Council approves funding of \$5,000 to Owaka Swimming Baths in 2026/27 for gas hot water showers/solar capacity, funded from within existing UAGC swimming pool budget.”

Moved Councillors Catherwood/McCrostie and Resolved:

“That Council approves funding of \$27,296 to Owaka Swimming Baths in 2026/27 for an increase to their operational grant from \$12,530 to \$14,766, funded from within the UAGC swimming pool budget.”

Amendment:

Moved Councillors McAtamney/Kennedy

“That Council approves funding of \$5,000 to Owaka Swimming Baths in 2026/27 for gas hot water showers/solar capacity, funded from investment capital.

That Council approve funding to the Owaka Swimming Baths in 2026/27 for an increase to their operational grant from \$12,530 to \$15,000, funded from UAGC.”

For (3)

Councillors McAtamney, Graham and Kennedy

Against (7)

Mayor Martin, Councillors Cotton, Frost, Harrison, Catherwood, Smith and McCrostie

Motion was lost.

Amendment:

Moved Councillors Graham/Frost and Resolved:

“That Council approve funding of \$5,000 to Owaka Swimming Baths in 2026/27 for gas hot water showers/solar capacity, funded from investment capital.

That Council approves funding of an additional \$14,766 to the Owaka Swimming Baths in 2026/27 for an increase to their operational grant from \$12,530 to \$27,296, funded from UAGC.”

Unanimous.

Amendment became the Substantive motion:

Unanimous.

The meeting adjourned for lunch at 12.50pm.

The meeting reconvened at 1.25pm

An update from the Chief Financial Officer with an indicative rate rise based on decisions until now was given.

Tuapeka Aquatic Centre

Moved Councillors Frost/McCrostie and Resolved:

“That Council approves funding of \$26,590.65 to the Tuapeka Aquatic Centre in 2026/27 to purchase and install an automated chemical dosing system, funded from Investment Capital”

Unanimous.

Clutha Valley Rural Neighbourhood Support

Moved Councillors McAtamney/Catherwood and Resolved:

“That Council agrees to fund 50% towards the purchase of CCTV cameras for Clutha Valley, up to a maximum of \$10,276 (GST Excl.), to be funded from the investment surplus.”

Moved Councillors McAtamney/Catherwood and Resolved:

“That Council agrees to fund the ongoing operating costs of the CCTV cameras for Clutha Valley, being up to \$1,089 (GST Excl.) in the first year, to be funded from parks and reserves.”

For (9)

Mayor Martin, Councillors Cotton, Graham, McAtamney, Kennedy, Harrison, Catherwood, Smith and McCrostie

Against (1)

Councillor Frost

Motion Carried.

Heriot Domain Board

There was lengthy discussion on what income is being taken by the domain board and how it operates and whether Clutha District Council staff support the board with financial decision making and their operating model.

Clarification was sought on the existing deficit.

Moved Councillors Frost/Catherwood:

“That Council does not approve funding of \$15,000 to Heriot Domain Board in 2026/27 as an operational grant”

For (4)

Councillor Frost, Cotton, Catherwood and McCrostie

Against (6)

Mayor Martin, Councillors Graham, McAtamney, Kennedy, Harrison, Smith

Motion was lost.

Moved Councillor Harrison/ Graham and Resolved:

“That Council approves funding of \$7,630 to clear debt, funded from the Sportsground reserve and CDC staff to work with the Heriot Domain Board going forward to provide budget support.”

Mayor Martin reminded councillors that this submission was from Heriot Domain Board and not the Heriot Rugby Club.

For (6)

Mayor Martin, Councillors Graham, McAtamney, Kennedy, Harrison and Smith

Against (4)

Councillors Frost, Cotton, Catherwood and McCrostie.

Motion Carried.

Heriot & Districts Community Centre

Moved Councillors Kennedy/McAtamney and Resolved:

“That Council approves funding of \$5,000 to Heriot & Districts Community Centre in 2026/27 to increase their operational grant from \$8,852.53 to \$13,852.53, funded from community facility rate.”

For (9)

Mayor Martin, Councillors Cotton, Graham, McAtamney, Kennedy, Harrison, Catherwood, Smith and McCrostie

Against (1) - Councillor Frost

Motion Carried.

South Otago Athletics Club

Council were reminded of the history of the Athletics Club and the transition costs associated with shifting the club.

Moved Councillors McAtamney/ Graham and Resolved:

“That Council approves funding of \$4,795 to the South Otago Athletics Club in 2026/27 as a grant, funded from Investment capital.”

Unanimous.

South Otago Motorcycle Club

Moved Councillors McCrostie/Harrison and Resolved:

“That Council approves funding of \$4,000 to the South Otago Motorcycle Club in 2026/27 as a grant, funded from the Sportsground Reserve.”

Unanimous.

Kaitangata Community Centre

Moved Councillors Graham/ Cotton and Resolved:

“That Council approves funding of \$3,000 to Kaitangata Community Centre in 2026/27 for an increase to their operational grant from \$15,652 to \$18,652, funded from the community facility rate.”

Unanimous.

Balclutha Community Garden

Moved Councillors Kennedy/ Catherwood and Resolved:

“That Council approves a grant to cover the costs of services (water, sewerage and waste) to the Balclutha Community Garden in 2026/27, funded from the community facility rate.”

Unanimous.

Papatowai & Districts Community Association

Moved Councillors Harrison/Catherwood and Resolved:

“That Council approves funding of \$2,000 to the Papatowai & Districts Community Association in 2026/27 towards their playground upgrades, funded from Investment capital.”

Unanimous.

Toko Mouth Crib Owners Association

Toko Mouth is very easily isolated in an event, and this will improve their resilience.

Moved Councillors Graham/Cotton and Resolved:

“That Council approves funding of \$1,875 to the Toko Mouth Crib Owners Association in 2026/27 to improve emergency resilience at the Toko Mouth Community Hall, funded from investment fund.”

Unanimous.

Catlins Coast Inc.

Moved Councillors Cotton/ Catherwood and Resolved:

“That Council approves funding of \$1,018.24 to Catlins Coast Inc in 2026/27 towards installing a new map and care code sign in Pounaweia, funded from Investment fund.”

Unanimous.

Crookston Cemetery Trust

Moved Councillors Cotton/Frost and Resolved:

“That Council approves funding of \$1,000 to Crookston Cemetery Trust in 2026/27 to increase their operational grant from \$2,000 to \$3,000, funded from Cemeteries Grant.”

Unanimous.

Moved Councillors Frost/Kennedy and resolved:

“That Council agrees to extend the duration of the meeting to enable all Annual Plan decisions to be made”

Unanimous.

West Otago Community Centre**Moved Councillors McAtamney/Catherwood and resolved:*****“That Council approves an additional \$15,080 to West Otago Community Centre in 2026/27 to increase the operational grant from \$16,878 to \$31,958.”***

Unanimous.

*The meeting was adjourned at 3pm.**The meeting reconvened at 3.20pm.*

Mayor Martin was an apology for the remainder of the meeting.

Moved Councillors Cotton/Catherwood and Resolved:***“That the apology from Mayor Martin be sustained.”*****13 OTHER PUBLIC SUBMISSIONS/REQUESTS****Moved Councillors Cotton and McCrostie and resolved:*****“That Council receives the “Other Public Submissions Requests’ report.***

Unanimous.

Balclutha Primary School – Request for Pedestrian Crossing on Glasgow Street**Moved Councillors McAtamney/Harrison and Resolved:*****“That Council approves in principle that, if a technical and safety assessment deems a pedestrian crossing is required on Glasgow Street, the crossing be progressed for construction in the 2026/2027 financial year.******That Council approves funding of approximately \$35,000 in 2026/27 for the installation of a pedestrian crossing on Glasgow Street, to be funded from existing budgets.”***

Unanimous.

Ratepayers and Residents of Tokoiti – Request for Speed Limit Reduction and Street Sealing in Tokoiti

Clarification was sought on whether sealing or speed limit review should happen first.

Moved Councillors Catherwood/McCrostie and Resolved:

“That Council directs staff to investigate the eligibility of Smith, Clare and Dowsing Streets for sealing and, if viable, submit a funding application as part of the 2027-37 Long Term Planning process.

That Council directs the Transportation team to progress the speed limit review for Tokoiti under the Land Transport Rule: Setting of Speed Limits 2024 within the 2026/2027 financial year after the result of the sealing investigation.”

For (6)

Councillors Frost, Cotton, Catherwood, Smith, McCrostie, Kennedy

Against (3)

Councillors Harrison, McAtamney, Graham

Motion Carried.

Sport Otago – Request for Footpath Improvements and Active Transport Connectivity in Tokomairiro

Moved Councillors McAtamney/Catherwood and Resolved:

“That Council notes the submission and the NPS report as supporting evidence for the long-term plan footpath funding applications in the 2027-2030 NLTP cycle.

That Council directs staff to consider requests for upgrading and modernising playground infrastructure and improving fencing and safety around parks located near busy roads in the development of the Activity Management Plans for the 2027-37 Long Term Plan.”

Unanimous.

Owaka Going Forward – Sealing of Owaka Valley/Clinton Road as promised 50 years ago

Clarification that this road has not been considered for sealing in the past.

Moved Councillors Catherwood/Frost and Resolved:

“That Council does direct staff to investigate the eligibility of Owaka Valley Road for sealing and, if viable, submit a funding application as part of the 2027-37 Long Term Planning process.”

For (6)

Councillors McCrostie, Smith, Catherwood, Harrison, Kennedy and Frost

Against (3)

Councillor Graham, Cotton and McAtamney

Motion Carried.

Owaka Going Forward – Upgrading Roothing and Community Assets in Owaka

Moved Councillors Catherwood/Frost and Resolved:

“That Council does direct staff to investigate the eligibility of Owaka Valley Road for sealing and, if viable, submit a funding application as part of the 2027-37 Long Term Planning process.”

For (6)

Councillors McCrostie, Smith, Catherwood, Harrison, Kennedy and Frost

Against (3)

Councillor Graham, Cotton and McAtamney

Motion Carried.

Moved Councillors Harrison/Catherwood and Resolved:

“That Council notes the submission and the upcoming implementation of glass collection as a potential solution to the request.”

Unanimous.

Moved Councillors Harrison/McAtamney and Resolved:

“That Council does direct staff to investigate the request for better footpaths in Owaka and, if viable, submit a funding application as part of the 2027-37 Long Term Planning process.”

For (8)

Councillor Kennedy, Frost, Cotton, McAtamney, Harrison, Catherwood, Smith, and McCrostie

Against (1)

Councillor Graham

Motion Carried.

Jane Bruce – Maintenance and Road Access for Clarendon Cemetery

Moved Councillors Cotton/Smith and Resolved:

“That Council directs staff to investigate this issue and report back during the 2026/27 year.”

Unanimous.

Ken Craik – Installation of toilet at reserve opposite the Beaumont Hotel

Moved Councillors Harrison/McCrostie and Resolved:

“That Council direct this matter be reviewed within the development of the LTP 2027-37.”

Unanimous.

Sport Otago – Request for gate closure at end of Glasgow Street to be reinstated (Cross Recreation Centre)

It was noted that Councillor Smith did not write the submission on this.

Moved Councillors McCrostie/Harrison and Resolved:

“That Council moves to reinstate the locking of the gate from existing Balclutha Parks and reserves budgets”

For (8)

Councillor Kennedy, Frost, Cotton, McAtamney, Harrison, Catherwood, Smith and McCrostie.

Against (1) - Councillor Graham

Motion carried.

Otago Federated Farmers of New Zealand

Moved Councillors Cotton/Smith and Resolved:

“That Council endorses the proposed response and notes this will be finalised with all submitter responses at Council meeting on 25 June 2026 when the final Annual Plan 2026/27 is to be submitted to Council for consideration and approval.”

Unanimous.

Trevor Hewson – Freedom Camping in Owaka

Moved Councillors Frost/Harrison and Resolved:

“That Council notes the proposed response notes this will be finalised with all submitter responses at Council meeting on 25 June 2026 when the final Annual Plan 2026/27 is to be submitted to Council for consideration and approval.”

Unanimous.

Various submissions variously providing feedback on Council operations, expenditures and rates

Moved Councillors Graham/Cotton and Resolved:

“That Council endorse the proposed course of action in relation to these submissions.”

Unanimous.

14 ANNUAL PLAN 2026/27 FUNDING DECISIONS - RECAP/REVIEW

The Finance & Policy Group Manager presented a report highlighting the financial position of the previous decisions and gives a final opportunity to review and/or amend decisions if required.

Moved Councillors Catherwood/Cotton and Resolved:

“That Council receives the ‘Annual Plan 2026/27 Funding Decisions Recap/Review’ report.

That Council notes the overall financial position resulting from the previous decisions of the meeting.”

Unanimous.

Based on information updated from the Chief Financial Officer, Council discussed options to address the rates cap breach.

Councillors were given the opportunity to revisit funding decisions made during the meeting.

Arising from this the following agenda items and decisions were revisited:

Agenda Item 8 – Milton Centennial Pool Consultation Question

Moved Councillors Cotton/McAtamney and Resolved:

“That Council does approve closure of the Milton Pool for the 2026/27 season.”

For (5)

Councillors Cotton, Graham, McAtamney, Harrison and Smith

Against (4)

Councillors Kennedy, Frost, Catherwood, McCrostie

Motion Carried.

Agenda Item 12 – Community Funding Requests - Clutha Development Incorporated

Moved Councillor Frost:

“That Council does not approve funding of \$150,000 to Clutha Development Incorporated in 2026/27 for Destination Management, funded from UAGC.”

The decision lapsed due to lack of a seconder.

Agenda Item 12 – Community Funding Requests - Te Pou Ō Mata-au Charitable Trust

Moved Councillors Frost/Catherwood:

“That Council does not approve funding of \$80,000 to Te Pou Ō Mata-Au Charitable Trust in 2026/27 as an operational grant, funded from the community facility rate”

Amendment:

Moved Councillors Cotton/Harrison and Resolved:

“That Council approves funding of \$80,000 to Te Pou Ō Mata-Au Charitable Trust in 2026/27 as an operational grant, funded from the investment fund”

For (5)

Councillors Kennedy, Graham, Cotton, Harrison and Smith

Against (4)

Councillors Frost, McAtamney, McCrostie, and Catherwood

Motion Carried.

Amendment became the Substantive Motion:

For (6)

Councillors Kennedy, Cotton, Graham, McAtamney, Harrison, and Smith

Against (3)

Councillors Frost, Catherwood and McCrostie

Motion Carried.

Request for Additional Non-Routine Three Waters Maintenance Budget Provision

Moved Councillors McAtamney/Graham and Resolved:

“That Council approves additional non-routine maintenance Three Waters funding of \$500,000 for the 2026/27 year and that this is funded from three waters rates on a pro-rata basis across all three waters activity areas noting that this will breach the rates cap.”

For (7)

Councillors Kennedy, Cotton, Graham, McAtamney, Harrison, Smith and McCrostie

Against (2)

Councillor Frost and Catherwood

Motion carried.

Council returned to Agenda Item 4, Recommendations 3 and 4. These are addressed under that item above.

15 SCHEDULE OF FEES & CHARGES 2026/27

The Finance Team Leader presented the Schedule of Fees and Charges for 1 July 2026 to 30 June 2027.

Group Manager of Finance and Policy updated the fees and schedules with amendments since printing, page 175 and 195 and 196. These were minor updates to figures that were missed prior.

Moved Councillors Cotton/ McCrostie and Resolved:

“That Council receives the ‘Schedule of Fees & Charges 2026/27’ report.

Unanimous.

Moved Councillors Graham/McCrostie and Resolved:

“That Council adopts the Schedule of Fees and Charges for 1 July 2026 to 30 June 2027, subject to any changes that may arise prior to finalisation of the 2026/27 Annual Plan.”

For (8)

Councillors Kennedy, Cotton, Graham, McAtamney, Harrison, Catherwood, Smith and McCrostie

Against (1)

Councillor Frost

Motion Carried.

Moved Councillors Graham/Harrison and Resolved:

“That Council adopts dog registration fees contained within the Schedule of Fees and Charges for 1 July 2026 to 30 June 2027 and publicly notifies these prior to 1 July 2026, in accordance with section 37(6) of the Dog Control Act 1996.”

For (7)

Councillors Kennedy, Cotton, Graham, Harrison, Catherwood, Smith and McCrostie

Against (2)

Councillors Frost and McAtamney

Motion carried.

Moved Councillors McCrostie/Graham and Resolved:

“That Council delegates to the Chief Executive the authority to approve any edits required to finalise the Schedule of Fees and Charges for 1 July 2026 to 30 June 2027.”

For (8)

Councillors Kennedy, Cotton, Graham, McAtamney, Harrison, Catherwood, Smith and McCrostie

Against (1)

Councillor Frost.

Motion Carried.

Moved Councillors Cotton/McCrostie and Resolved:

“That Council resolves to respond to the submitters as shown in Table 1: Proposed Response to Submitters.”

Unanimous.

16 ANNUAL PLAN 2026/27 – NEXT STEPS

The Strategic Planning Manager presented a report outlining the next steps in finalising the Annual Plan 2026/27.

Moved Councillors Kennedy/Smith and Resolved:

“That Council receives the ‘Annual Plan 2026/27 – Next Steps’ report.”

Unanimous.

Before closing the meeting Deputy Mayor Kennedy thanked all Councillors and Staff for their input into the annual plan process.

The meeting closed at 5.09pm

Read and Confirmed

**J K Martin
MAYOR**

UNCONFIRMED

Clutha District Council

Minutes of the meeting of Clutha District Council held in the Council Chambers, 1 Rosebank Terrace, Balclutha on Thursday 28 May 2026 commencing 1.30pm.

Present Deputy Mayor Michele Kennedy, Councillors Dane Catherwood, Roger Cotton, Bruce Graham, Rachel Harrison, Simon McAtamney and Brendon Smith

In Attendance Jules Witt (Deputy Chief Executive), Linda Till (Three Waters Group Manager), Donna McArthur (Infrastructure Strategy & Delivery Group Manager), Beki McCabe (Senior Communications Advisor), and Wendy Copeland (Building & Regulatory Administrator)

Apologies Mayor Jock Martin, Councillors Larry Frost and Dean McCrostie

Moved Councillors Harrison / Graham and Resolved:
“That the apologies be sustained.”

Deputy Mayor Michele Kennedy welcomed Councillors and staff to the meeting.

Deputy Mayor Kennedy said a Whakatauki/Karakia to start the meeting.

1 TEMPORARY ROAD CLOSURE – BURMA ROAD HILLCLIMB

The Transportation Network Control Officer submitted a report requesting Council approval for the temporary closure of Burma Road to facilitate the running of the Burma Road Hillclimb.

Craig Jessop was in attendance for this item.

Moved Councillors Catherwood / Cotton and Resolved:

“That Council receives the ‘Temporary Road Closure – Burma Road Hillclimb’ report.

That Council approves the temporary closure of Burma Road on Saturday 27 June 2026 from 8am to 6pm.”

2 TEMPORARY ROAD CLOSURE – CIRCLE HILL RALLYSPRINT

The Transportation Network Control Officer submitted a report requesting Council approval for the temporary closure of Cullen Road and Fort Hill Road to facilitate the running of the Circle Hill Rallysprint.

Craig Jessop was in attendance for this item.

Moved Councillors Catherwood / Graham and Resolved:

“That Council receives the ‘Temporary Road Closure – Circle Hill Rallysprint’ report.

That Council approves the temporary closure of Cullen Road and Fort Hill Road on Saturday 11 July 2026 from 9am to 5.30pm.”

3 TEMPORARY ROAD CLOSURE – EAST BOUNDARY ROAD HILLCLIMB

The Transportation Network Control Officer submitted a report requesting Council approval for the temporary closure of East Boundary Road to facilitate the running of the East Boundary Road Hillclimb.

Craig Jessop was in attendance for this item.

Moved Councillors Graham / Harrison and Resolved:

“That Council receives the ‘Temporary Road Closure – East Boundary Road Hillclimb’ report.

That Council approves the temporary closure of East Boundary Road on Sunday 14 June 2026 from 9am to 5pm.”

4 CONFIRMATION OF COUNCIL MINUTES

The minutes of the meeting of the Clutha District Council held 30 April 2026 were submitted for confirmation.

Moved Councillors Cotton / Smith and Resolved:

“That the minutes of the meeting of the Clutha District Council held on 30 April 2026 be approved as a true and correct record.”

5 RISK & ASSURANCE COMMITTEE MINUTES

The unconfirmed minutes of the meeting of the Risk & Assurance Committee held on 30 April 2026 were submitted.

Moved Councillors McAtamney / Cotton and Resolved:

“That the unconfirmed minutes of the meeting of the Risk & Assurance Committee held on 30 April 2026 be noted.”

6 WEST OTAGO COMMUNITY BOARD MINUTES

The unconfirmed minutes of the meeting of the West Otago Community Board held on 15 April 2026 were submitted.

Moved Councillors Kennedy / Cotton and Resolved:

“That the unconfirmed minutes of the meeting of the West Otago Community Board held on 15 April 2026 be noted.”

7 LAWRENCE/TUAPEKA COMMUNITY BOARD MINUTES

The unconfirmed minutes of the meeting of the Lawrence/Tuapeka Community Board held on 15 April 2026 were submitted.

Moved Councillors Cotton / Graham and Resolved:

“That the unconfirmed minutes of the meeting of the Lawrence/Tuapeka Community Board held on 15 April 2026 be noted.”

8 YOUTH COUNCIL MINUTES

The unconfirmed minutes of the meeting of the Clutha District Youth Council held on 4 May 2026 were submitted.

Moved Councillor Harrison / Smith and Resolved:

“That the unconfirmed minutes of the Youth Council meeting held on 4 May 2026 be noted.”

9 MAYORAL REPORT

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

Moved Councillors Graham / Harrison and Resolved:

“That the ‘Mayoral Report and Councillors attendances’ dated 28 May 2026 be received.”

10 CHIEF EXECUTIVE’S REPORT

Reports on events attended, staffing and other matters in hand at present.

Moved Councillors Cotton / Catherwood and Resolved:

“That the ‘Chief Executive’s Report’ dated 28 May 2026 be received.”

11 INTERNAL SERVICES DEPARTMENT UPDATE

The Deputy Chief Executive submitted a report which provides an overview of the activities that make up the interests within the Department.

Moved Councillors Cotton / Harrison and Resolved:

“That Council receives the ‘Internal Services Department Update’ report dated 28 May 2026.”

12 INFRASTRUCTURE STRATEGY & DELIVERY DEPARTMENT UPDATE

The Infrastructure Strategy & Delivery Group Manager submitted a report which provides an overview of the activities that make up the interests within the Department.

Donna McArthur was in attendance to talk to the report and answer questions.

Moved Councillors Graham / Cotton and Resolved:

“That Council receives the ‘Infrastructure Strategy & Delivery Department Update’ report dated 28 May 2026.”

13 THREE WATERS DEPARTMENT UPDATE

The Three Waters Group Manager submitted a report detailing items from the Department that are for information only.

Linda Till was in attendance and highlighted various items from her report for discussion.

Moved Councillors Cotton / Harrison and Resolved:

“That Council receives the ‘Three Waters Department Update’ report dated 28 May 2026.”

14 THREE WATERS COMPLIANCE UPDATE REPORT

The Senior Compliance Engineer and Network Operations Manager presented an update on all compliance-related issues across the Three Waters Operations department.

Linda Till highlighted various items from the report and answered questions.

Moved Councillors Cotton / Graham and Resolved:

“That Council receives the ‘Compliance Update Report’ dated 28 May 2026.”

15 REASONS TO MOVE TO PUBLIC EXCLUDED SESSION

Moved Councillors Graham / Harrison and Resolved:

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

That 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
Mt Cooe Procurement Strategy	The information contained in the report is commercially sensitive.	A2(h) Enable any Council holding the information to carry out, without prejudice or disadvantage, commercial activities.
Wastewater Treatment Plant Update	To enable elected members to be updated on the legal process and available options.	A2(a) Protect the privacy of natural persons including that of deceased natural persons. A2(g) Maintain legal professional privilege. A2(h) Enable any Council holding the information to carry out, without prejudice or disadvantage, commercial activities.
Public Excluded Council Minutes - 30 April 2026 Matters dealt with in these minutes: Wastewater Treatment Plants – verbal update	To enable elected members to be updated regarding legal processes.	The specific provisions of the Act that relate to these minutes can be found in the open minutes of the Council meeting held on 30 April 2026.
Public Excluded Risk & Assurance Committee Minutes – 30 April 2026 Matters dealt with in these minutes: Council Insurance Renewal Update 2026/27	The information contained in the report is commercially sensitive.	The specific provisions of the Act that relate to these minutes can be found in the open minutes of the Risk & Assurance Committee meeting held on 30 April 2026.

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 2.11pm.

The meeting moved out of public excluded session and closed at 3.01pm.

Read and Confirmed

Michele Kennedy
DEPUTY MAYOR

Clutha District Council

Item for INFORMATION

Report	Risk & Assurance Minutes
Meeting Date	25 June 2026
Item Number	11
Prepared By	Julie Gardner – Executive Assistant/Governance Advisor
File Reference	1011167

REPORT SUMMARY

Attached are the unconfirmed minutes of the meeting of the Risk & Assurance Committee held on 11 June 2026.

RECOMMENDATIONS

1. That the unconfirmed minutes of the Risk & Assurance Committee held 11 June 2026 be noted.

Risk & Assurance Committee

Minutes of the meeting of the Risk & Assurance Committee held in the Council Chambers, 1 Rosebank Terrace, Balclutha, on Thursday 11 June 2026, commencing at 9.30am.

Present Chair David Ward, His Worship the Mayor Jock Martin, Councillors Dane Catherwood, Roger Cotton, Larry Frost, Bruce Graham, Rachel Harrison, Michele Kennedy, Dean McCrostie, Simon McAtamney, Brendon Smith

In Attendance Steve Hill (Chief Executive), Jules Witt (Deputy Chief Executive – via teams), Sharon Jenkinson (Finance and Policy Group Manager), Greg Bowie (Chief Financial Officer), Peter Stafford (Strategic Policy Manager), Donna McArthur (Infrastructure Strategy & Delivery Group Manager), Reymar Tiburcio (Manager Project Management Infrastructure Strategy & Delivery), Linda Till (Three Waters Group Manager), Natasha Holland (Communications Manager), Beki McCabe (Senior Communications Advisor), Julie Gardner (EA/Governance Advisor)

Apologies There were no apologies.

The Chair David Ward welcomed Councillors, staff, members of the public and those watching on livestream to the meeting. A Karakia was done.

DECLARATIONS OF INTEREST

There were no declarations of interest.

LATE ITEM

Moved Councillors Kennedy/Graham and Resolved:

That the “Request to Accept a Late Item to the Public Excluded Risk & Assurance Meeting Agenda” report be received.

That the Risk & Assurance Committee accepts the following item as a Public Excluded Late Item:

- ***2026 Deloitte Audit Proposal and Planning Report***

PUBLIC FORUM

There was no Public Forum.

1. CONFIRMATION OF MINUTES

The minutes of the meeting of the Risk & Assurance Committee held on 30 April 2026 were submitted for confirmation.

Moved Councillors Cotton/McCrostitie and Resolved:

“That the Risk & Assurance Committee confirms as a true and correct record the minutes of the Risk & Assurance Committee held 30 April 2026.”

2. RISK & ASSURANCE CHAIR REPORT

David Ward – (Risk & Assurance Chair) was in attendance to speak to the report and gave everyone a verbal overview and was available to answer any questions.

He highlighted the following:

- work being undertaken in the water area
- Rates capping
- Head Start Pathway and how it will impact on the council and our communities.
- Quantum of stranded overheads after water service delivery model commences and how that will impact on our balance sheet.
- How do we drive assumptions to develop a meaningful long term plan with all the uncertainties?
- Discussed key points from his recent meeting with the Audit Committee Chairs Forum on 5 June 2026:
 - Core attributes to good financial management
 - How can governance best support the organisation?
 - How does risk management framework support decision making?
 - How to get more for less
 - What role is AI playing in strengthening financial strategy?
- Independent chairs were discussed – consider adding more independent people depending on committee skillset and levels of knowledge - can ask the hard questions and lift performance.
- Regional council transition - Establishment Units will be required as impossible to work on transition as well as BAU.

Moved Chair Ward / Councillor Kennedy and resolved:

“That the Risk & Assurance Committee receives the Risk & Assurance Chair Report’ dated 11 June 2026.”

3. WORKPLAN REPORT

This report presents the workplan for the 2026 calendar year. The workplan incorporates matters requested by the committee members and focuses on key areas that will ensure the committee adheres to its terms of reference.

Sharon Jenkinson (Finance and Policy Group Manager) was in attendance to speak to the report and answer any questions.

Moved Councillors McAtamney/Harrison and Resolved:

“That the Risk & Assurance Committee receives the Workplan Report dated 11 June 2026.”

4. RISK STATUS PROGRESS REPORT - RISK #10 FAILURE TO MEET SERVICE DELIVERY COMMITMENTS

This report provides the Risk and Assurance Committee with risk status information for the organisation’s various risk themes.

This paper’s focus is on Top Risk #10 Failure to meet service delivery commitments.

Donna McArthur (Group Manager Infrastructure Strategy & Delivery) was in attendance to speak to the report and answer any questions.

The following points from the report were highlighted:

- Current Risk Controls and their status
- Current key risks – staff engagement survey which monitors staff satisfaction (morale and retention) is currently being reviewed by HR – current engagement is sitting at 59%.
- Comms Plan – do the portfolio heads get involved with these? – no policy to include them in project comms but this can be amended if requested.
- Elected members are involved when it becomes a public interest.

The Chief Executive advised that for significant processes eg. AP/LTP the elected members are kept informed and advised of communications timelines.

Moved Councillors Kennedy/Cotton and Resolved:

“That the Risk & Assurance Committee receives the ‘Risk Status Progress Report – #10 Failure to meet service delivery commitments’ report.

That the Risk & Assurance Committee notes whilst revised residual risk assessment likelihood parameter in Attachment A has moved from 'High' to 'Medium' the overall level of risk remains the same at 'Critical' at this time ."

5. CAPITAL PROJECT REPORT – CATEGORY A

This report provides an update on progress of Category A projects.

At this stage we are still reporting on the 2024/25 projects but will be asking the new Council to decide on the 2025/26 Category A projects in an upcoming Council Meeting.

Projects A-D – Category A Projects:

Update Attachment A – Balmoral/Tuapeka Rural Water Scheme & Lawrence New Supply.

Reymar Tiburcio (Manager Project Management Infrastructure Strategy and Delivery) was in attendance to speak to the report.

Points discussed were:

- Project team still actively managing operational risks and contractual dispute.
- Commissioning of work, telemetry supply and permanent supply solutions are progressing, but the programme remains exposed to risks until these are fully completed and assured.
- Supply capacity to meet summer demand was raised - may need to install a booster pump at the Waitahuna WTP site to fix this issue.
- Lawrence connection – is there any impact on the old Balmoral side of the scheme? – Linda advised there has been no impact since Lawrence came online.
- The proposed official opening and ribbon cutting for the new scheme is scheduled for Friday 17 July at 3pm.

Update on Attachment B - Milton Main Street Group of Projects

North Milton State Highway 1 Pipeline Renewals

Reymar Tiburcio (Manager Project Management Infrastructure Strategy and Delivery) was in attendance to speak to the report and answer any questions:

- Physical pipeline installation is nearing completion but have encountered a major risk with the pavement which has led to a dispute between CDC/NZTA and the contractor. This will be discussed further in public excluded session.

Milton Streetscape Beautification Project

Reymar Tiburcio (Manager Project Management Infrastructure Strategy and Delivery) was in attendance to speak to the report and answer any questions:

- Feature wall is almost complete
- Delays due to weather events and Geotech survey and structure detail design of the feature wall.
- Estimated completion by mid-July.
- Clarification was provided by Steve and Donna about the project contract costs and the contingency.
- Contingency is always factored into the budgets when contracts are awarded.
- Cost of project will be around \$1.3M.
- Physical construction cost does not include professional services costs – the report can be amended for future to include these figures for visibility.
- Agreed that more detail would be provided for the next report.

Update on Attachment C - Elsie Stewart Community Library & Pool Facility (formerly known as the Bruce Community Facility Project)

Donna McArthur (Infrastructure Strategy & Delivery Group Manager) was in attendance to speak to the report.

The following points were highlighted:

- Lotteries grant submitted by the Bruce Community Trust was successful - \$700K
- BCT now in process of applying for \$1M from Otago Community Trust.
- Pool panels currently being installed, along with the concrete exterior building walls.
- Pool filtration system due to arrive.
- The adjacent building purchased by Calder Stewart is due to be demolished and is outside the project scope, however it was raised that communications may be needed to avoid potential confusion and public perception.
- There was concern from a neighbour regarding surface flooding, however on investigation by the contractor, it was found this was coming from underneath their house.
- Financially on track.
- Discussed items on the Risk Register and how these can be mitigated.

Project D – ERP Upgrade - Datascape:

Datascape has been operating as Councils main financial system since 1 July 25. On 1 July 2025 Council went live with the following modules, Finance, Rates, Planning, Health, Food, Alcohol, LIMs, Compliance & Animals

Sharon Jenkinson (Finance and Policy Group Manager) spoke to the report and answered questions.

The following points were highlighted:

- Positive reaction and help from Datacom since the last meeting.
- Staff confidence growing in most areas.
- Weekly catchups happening.
- Very aware of year-end looming and the processes around this.
- Relationship Manager was onsite yesterday and was very positive and acknowledged there are others with similar issues.
- Chair Ward acknowledged the input of staff over the past 12 months.
- Question regarding the impact on budgets – Sharon advised she was unaware of any additional costs at this stage.
- Ongoing running costs will come from IT budget in the future.

Project H – Local Water Done Well (LWDW)

Southern Waters Limited, the CCO entity, was incorporated on 1 May 2026.

There were no further updates provided.

Moved Councillors Harrison/Cotton and Resolved:

“That the Risk & Assurance Committee receives the ‘Capital Project Report – Category A’, dated 11 June 2026.”

6. THREE WATERS OPERATIONS 10 MONTH REPORT

This report displays the financial results for the Three Waters activity for the first ten months of the 2025/26 financial year.

This report combines high level financial results for the Urban Water, Rural Water, Wastewater, Stormwater, Water Management and Water Operations business units.

Linda Till (Three Waters Group Manager) was in attendance to speak to the report and answer any questions.

The following points were highlighted:

- 10-month report done manually.
- Overspend of \$1.4M currently or 7.3% which is less than was anticipated.
- Wind event costs – may be able to be claimed under Emergency Funding.

Moved Councillors Cotton/McCrostie and Resolved:

“That the Risk & Assurance Committee receives the ‘Three Waters Operations 10 Month Report’, dated 11 June 2026.”

7. FINANCIAL MONITORING REPORT

Report presents the Financial Statements for Council for the year to 30 April 2026.

Sharon Jenkinson (Finance & Policy Group Manager) and David Ward (Risk & Assurance Chair) spoke to the report.

Discussion points:

- Workshop was held prior to today's meeting to discuss financial reporting and additional items that Councillors would like to have going forward - exception reporting, cash flow reports and year-end projections.
- How close will we be to making original budget at year-end? Will we finish in surplus or deficit not taking depreciation into account?
- Highlighted areas that would be in deficit – water/waste.
- All other areas should be tracking on target.
- Roading operations – tracking well but with weather changing will underspend by about \$800K over an \$11M budget – good overall result!

Moved Councillors Kennedy/Harrison and Resolved:

“That the Risk & Assurance Committee receives the ‘Financial Monitoring Update Report’, dated 11 June 2026.”

8. TREASURY MANAGEMENT DEBT REPORT

This report covers Council's external LGFA Borrowing portfolio, including information regarding Council's loans with LGFA and interest rate trend comparisons over prior periods.

Greg Bowie (Chief Financial Officer) was in attendance to speak to the report and answer any questions.

The following points were highlighted:

- Borrowings Dashboard - \$166,800
- Clutha DC Cost of Funds and Debt has increased slightly

Moved Councillors Kennedy/Graham and Resolved:

“That the Risk & Assurance Committee receives the ‘Treasury Management Debt Report’, dated 30 April 2026.”

9. FITCH CREDIT RATING REPORT

The Finance & Policy Group Manager submitted a report regarding Council's credit rating.

Sharon Jenkinson spoke to the report, highlighting that the rating had remained stable at AA-, with the latest affirmation being received in May 2026.

She also provided a brief history on why Fitch was chosen for the credit rating.

The Chief Executive highlighted this as an endorsement that we have a sound financial structure and noted that it also provides another set of eyes over our finances.

Moved Councillors Cotton/Graham and Resolved:

"That the Risk & Assurance Committee receives the 'Fitch Credit Rating Report', dated 11 June 2026."

10. REASONS TO MOVE TO PUBLIC EXCLUDED SESSION

Moved Councillors Kennedy/Graham and Resolved:

"That the Risk & Assurance Committee receives the 'Reasons to Move to Public Excluded Session' report."

That if required, the Risk & Assurance Committee 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
Matters dealt with in these minutes: Public Excluded Minutes 30 April 2026	The information contained in the report contains details relating to the prevention, investigation, and detection of offences.	The specific provisions of the Act that relate to these minutes can be found in the open minutes of the Council meeting held on 30 April 2026.

North Milton State Highway 1 Pipeline Renewals Report	The information contained in the report is commercially sensitive.	<i>Section A2 (b)</i> Protect information where the making available of the information would: Disclose a trade secret; or Be likely unreasonably to prejudice the commercial position of the person who supplied it or who is the subject of the information.
2026 Deloitte Audit Proposal and Planning Report	The information contained in the report and appendices is subject to an obligation of confidence which would prejudice the supply of information from Deloitte if made public.	<i>A2 (c)(i)</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.

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 10.44am.

The meeting moved out of public excluded session at 12.25pm and before the closing Karakia, Chair David Ward thanked Councillors and staff.

The meeting closed at 12.26pm.

Read and Confirmed

David Ward
CHAIRPERSON

Clutha District Council

Item for INFORMATION

Report	Mayoral Report
Meeting Date	25 June 2026
Item No.	12
Prepared By	Arna Smith - EA to the Mayor
File Reference	1028858

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 dated 25 June 2026 be received.

REPORT

1 Mayoral Attendances

Date	Activity
3 June 2026	Attended Stakeholders Representative Group (SRG) Meeting Preparation with Fraser Liggett and EA Arna Smith via Teams
3 June 2026	Attended Community Service Awards Assessment Committee meeting
3 June 2026	Attended meeting via Teams re; Otago Mayoral Forum - Local Government Reform
4 June 2026	Catchup with Mayor Moko & Mayor Jock via Teams
4 June 2026	Attended Contractor Evening at Council
5 June 2026	Attended the SRG meeting held at Clutha District Council
5 June 2026	Attended meeting via Teams re; LGNZ Briefing
8 June 2026	Weekly catchup with Steve Hill

8 June 2026	Attended meeting via Teams DIA- Formal Funding Inquiry
9 June 2026	Attended meeting via Teams re : LGNZ Regional Councils
9 June 2026	Attended workshop catchup with Peter Stafford
9 June 2026	Attended meeting with Fonterra at Council offices
10 June 2026	Catchup with Hillary Culvert
10 June 2026	Attended meeting via Teams re; Otago Mayoral Forum- Local Government Reform
11 June 2026	Attended Financial Reporting Workshop
11 June 2026	Attended Risk & Assurance Meeting
11 June 2026	Attended Council Workshop
12 June 2026	Phone meeting with ratepayer
13 June 2026	Attended Waitahuna Collie Club 100-year Centennial Dinner
14 June 2026	Attended 100 th Birthday Celebration in Balclutha
15 June 2026	Attended meeting with ODT Editor in Chief and Steve Hill
15 June 2026	Attended meeting via Teams re; LGNZ briefing
16 June 2026	Attended meeting with Balclutha Police- Tim Coudert
16 June 2026	Weekly catchup with Steve Hill
16 June 2026	Attended meeting with Andrea Bankier from Sheffield Recruitment
17 June 2026	Attended Otago Mayoral Forum meeting via Teams re; Local Government
18 June 2026	Attended Councillor-only meeting
18 June 2026	Attended the Clutha District Community Service Awards
22 June 2026	Attended Jobbortunities team meeting
23 June 2026	Weekly catchup with Steve Hill

23 June 2026	Attended council meeting preparation with Julie Gardner- Governance Advisor
23 June 2026	Attended meeting with Business South
23 June 2026	Attended meeting via Teams re; LGNZ Briefing with Min Simon Watts
24 June 2026	Attended meeting via Teams Otago Mayoral Forum Local Government Reform
25 June 2026	Attended Council workshop
	Attended Council meeting

Clutha District Council

Item for INFORMATION

Report	Chief Executive's Report
28 am	25 June 2026
Item Number	13
Prepared By	Steve Hill – Chief Executive
File Reference	1028855

REPORT SUMMARY

Reports on events attended, the award of tenders and other matters in hand at present. There have been some minor amendments to the content of this report to reflect the change in Council reporting structure.

RECOMMENDATIONS

1. That the Chief Executive's report dated 25 June 2026 be received.
2. That Council approves the fixing of its seal, under the hands of the Chief Executive to the documents as listed.

REPORT

1 Activities I have attended since the previous Council meeting.

Date	Activity
25 May – 5 June	Annual Leave
09 June 2026	Senior Leadership Meeting
	Quarterly meeting with Fonterra
10 June 2026	Met with Datacom
	Otago Mayoral Forum - Local Government reform
11 June 2026	Risk and Assurance meeting
	Council Workshop
12 June 2026	Otago CE Forum in Cromwell
15 June 2026	Met with ODT Editor in Chief
	Monthly meeting with Clutha Development
	Southern Waters - Project Steering Group
	LGNZ briefing: lessons from Auckland's amalgamation

18 June 2026	Community Service Awards 2026
19 June 2026	LGNZ briefing: DIA on Head Start guidance
	Otago Mayoral Forum – Simplifying Local Government focus
24 June 2026	Quarterly Reporting Officers Meeting
	Southern Waters Meeting
25 June 2026	Council Workshop
	Council Meeting

- Attended 2 x per week meetings regarding Three Waters Operations with the Water Incident Management Team.

2 Staffing

2.1 External Appointments

Sandy Tinning – Three Waters Administrator as of 2 June 2026

Nouline Sebastian – Data and Application Analyst as of 8 June 2026

2.2 Staff Resignations

Tiffany Jenks – Community Heritage Coordinator as of 19 June 2026

3 Documents for Consent and Seal

Documents for consent and seal are scheduled here under:

3.1	WARRANT OF APPOINTMENT
	The following warrant holders are authorised to exercise the powers and duties of Council as delegated: Freedom Camping Act 2011, Local Government Act 2002, General Bylaws of Council • Peter Burtonwood Dog Control Act 1996, Impounding act 1955 • Melanie Nelson • Paora Wichman • Lauren McDougal • Richard Agar • Rory Solin • Walter Shaw • Alan Ryder • Alister Todd • Andrew Warden • Anthony Corbett • Fergus McNaughton

	Resource Management Act 1991 • Kian Potts • Hayden Woodmancy • Kemp Reynolds • Sikaleti Sikaleti • Hayden Corbett • Leanne Potts • Matt Potts
3.2	ROAD OCCUPATION LICENCE
	Road occupation licence agreement between Council and Fonterra for the land adjacent to the licensed area being the land contained in Records of title OT56/250, OT8B/469 and OT66/186.

Clutha District Council

Item for INFORMATION

Report	Community Services Department Update
Portfolio Heads	Councillor Bruce Graham, Councillor Brendon Smith
Meeting Date	25 June 2026
Item Number	14
Prepared By	Mike Goldsmith – Community Services Group Manager Various staff – Community Services Department
File Reference	1018998

REPORT SUMMARY

The report provides key performance data and updates from the various teams within the Community Services Department. It provides the most recent information, as an update from that provided in the previous report dated 30 April 2026. Where appropriate, longer-term data is used to show any trends.

RECOMMENDATIONS

- 1 That Council receives the 'Community Services Department Update' report.

REPORT

1 Background

The Community Services Department is responsible for a broad range of services, grouped within six activity areas, as shown in the following table.

Community Facilities	Community Development	Aquatic Services	Libraries	Visitor Information	Freedom Camping
Team Leader: Delwyn Burrow	Team Leader: Lilly Paterson	Team Leader: Holly Ramsay	Manager: Melissa Ellison	Team Leader: Angela Anderson	F. Camping Officer: Ian Royle
Council buildings	<i>Our Place</i> Community Plans	Balclutha Pool	Clutha District Libraries	Tourism NZ accredited isite	Freedom Camping
Council-owned halls	Community Group Support Community funding	Milton Pool	Five Community Libraries	Catlins Information Centre	General compliance work
Community housing units	Youth Council/Youth Development			Community Information	Vehicles on beaches

In addition, the following services are provided under contract and are also reported on below:

- Economic development Clutha Development (Linda Moore)
- Regional Tourism Organisation Clutha Development
- Community support services Clutha Development
- Driver Training (Drive My Life) Southern REAP

2 Department Overview

2.1 Staffing update

Staff who started since 30 April 2026 include:

- Pete Burtonwood (Freedom Camping Ranger – 3-month fixed term cover)
- Jess Weichler (Milton Library Team Leader)

Jill McIntosh finished on 1 May, after 21 years as Team Leader at the Milton Library. A farewell event for Jill was held at the temporary library premises at the Milton Coronation Hall. Tiffany Jenks finished on 19 June, after five years as the Community Heritage Coordinator in the library team. Eden Wilson is finishing her contract as the Jobopportunities Programme Manager after five years and is moving into the National Mayors Taskforce for Jobs team.

2.2 Community engagement

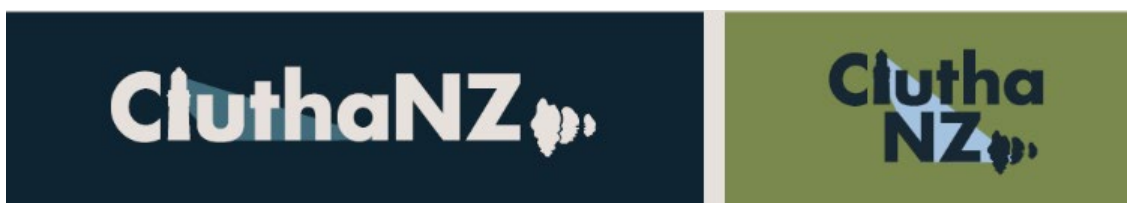
Staff have continued to work with and support various community groups over the last two months. Specific examples include:

Youth Survey - The Clutha Youth Worker completed a Youth Survey, to help inform future work programs in the Community Development team (see section 6).

What's On - The first 'What's on' guide was distributed at the end of Term 1. This brought together events, activities and services to help people connect, participate and feel part of the community. The 2nd edition will go out at the end of Term 2.

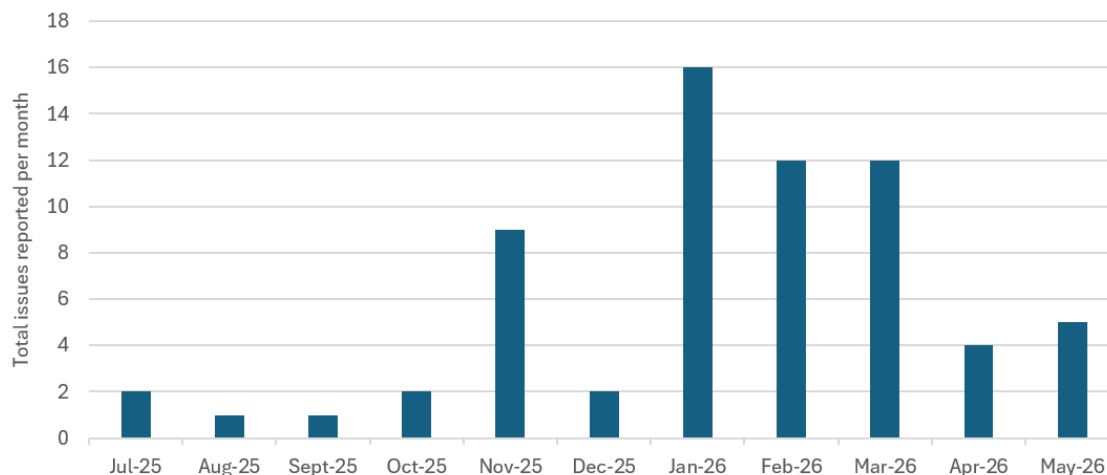


CluthaNZ branding – new branding reflects the district's heritage, natural environment, waterways, communities, and future aspirations (see section 9).



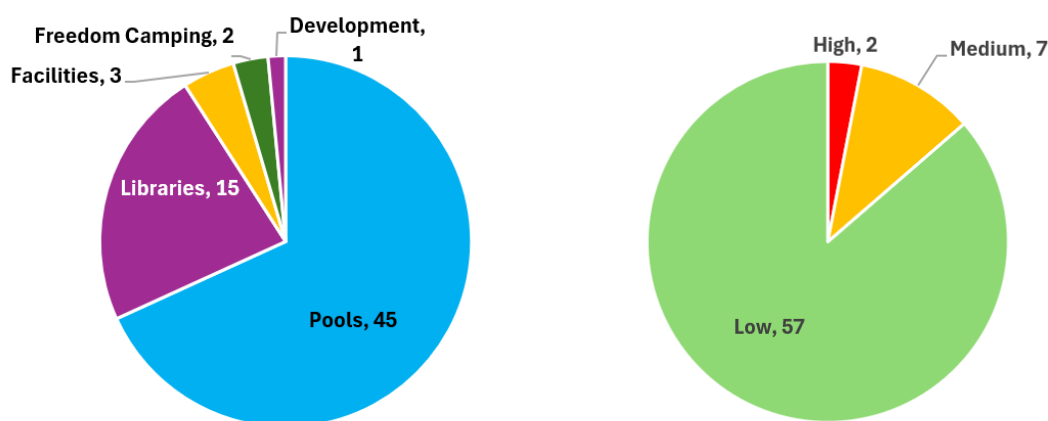
2.3 Health & Safety

The number of health and safety issues identified within the various Community Services activities in 2025/26 has been assessed, along with the characteristics of those issues. The graph below shows that the number of issues reduced significantly in April and May, following a peak in January - March.



Health & Safety issues reported each month in 2025/26

The graph below on the left shows that most incidents (45) were noted at our pools, with 15 incidents noted at, or close to our five libraries. Of the 66 incidents noted since 1 July 2025, 57 (86%) were low priority and seven (11%) were medium. The high priority incidents were in the Community Development and Community Facilities teams. As of 15 June, all the above incidents have been resolved.



Health & Safety issues in 2025/26, categorised by activity (left) and priority (right)

June update - of the nine issues reported in April-May 2026, five related to pools, three to libraries, and one to facilities. One was 'medium' priority, and the rest were 'low'.

2.4 Performance overview

The following table lists key performance indicators for the activities which make up the Community Services Department. An assessment of whether the indicator has been achieved is provided, based on the most up to date data for that indicator. A more

detailed description, along with any key updates for each activity, is provided in the main report.

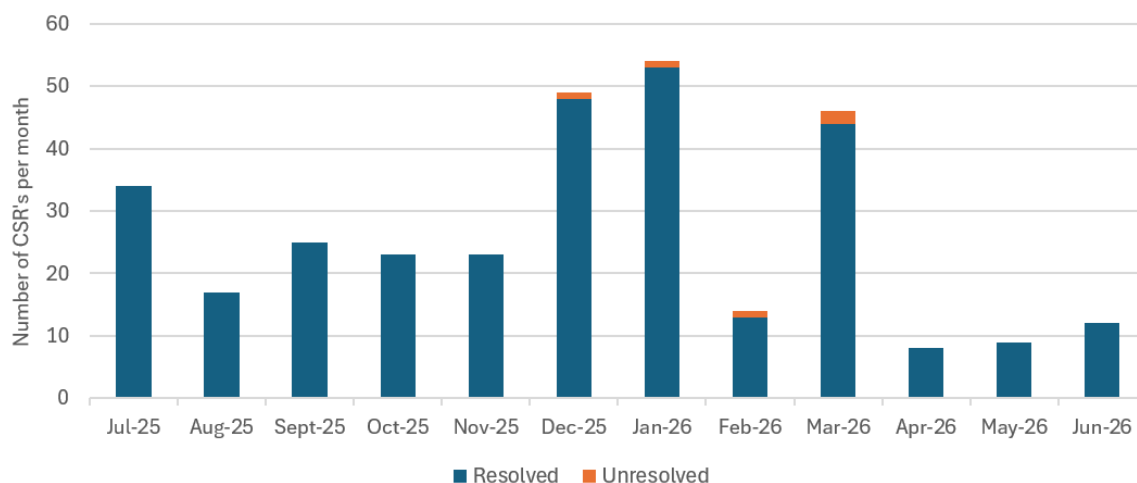
Team	Type	Target	April 2026	May 2026
Community Libraries	Monthly visitor numbers	Stable/increasing	8,315	8,476
	Monthly internet sessions	Stable/increasing	2,752	2,901
	Monthly book issues	Stable/increasing	9,846	10,167
	Monthly programs completed	Stable/increasing	307	218
isite	Monthly visitor numbers	Stable/increasing	2,860	2,191
	Accreditation	Annual online assessment	Y	Y
Community Facilities ¹	CHU occupancy	90% occupancy	98%	98%
	CHU HHS compliance	95% compliant	92%	99%
	CHU CSR response	95% within 5 working days	100%	100%
Community Development	Community project implementation	Meet/exceed LTP target	51%	51%
	AP/LTP community grant funding	All grants provided & accountability reports completed	Yes	Yes
Aquatic Services	Monthly Balclutha Pool users	Stable/increasing	3,475	3,468
	Accreditation	Poolsafe achieved	Yes	Yes
	Water quality	WQ is excellent 90% of the time	95%	97%
Camping & Ranger services	Monthly Taylor Park income	Stable/increasing	\$6,114	\$5,309
	Camper interactions	Stable	No data	No data
Clutha Development	KPI's are reported separately			

Key	Achieved	Close to being achieved	Not achieved
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2.5 Customer Service Requests

The number of Customer Service Requests (CSR's) received across all activities within the Community Services Department is shown below. Between 1 July 2025 and 11 June, there were 309 CSR's received. Five of these are currently unresolved (down from seven two months ago) and staff are actively working to address the outstanding items.

¹ CHU = Community Housing Units, HHS = Healthy Homes Standard, CSR = Customer Service Request



3 Visitor Information – Angela Anderson

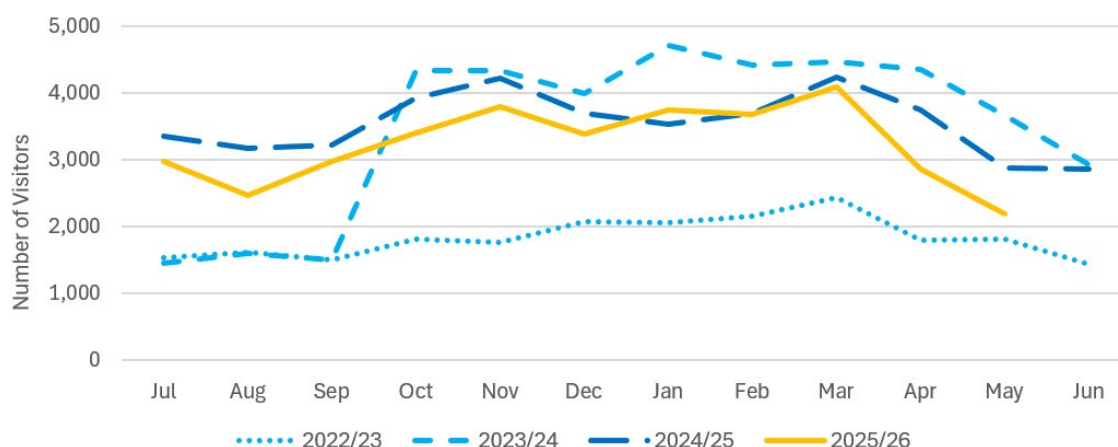
Council supports the provision of visitor Information in the Clutha District through:

1. The Clutha isite, based at TPOMA.
2. The Catlins Information Centre in Owaka.
3. Staff at the Tapanui Library also operate a small visitor information service.
4. Two community run information centres at the Lawrence and Milton Museums.

This section shows key indicators that illustrate the value of this network, along with some anecdotal information about recent activity at each site.

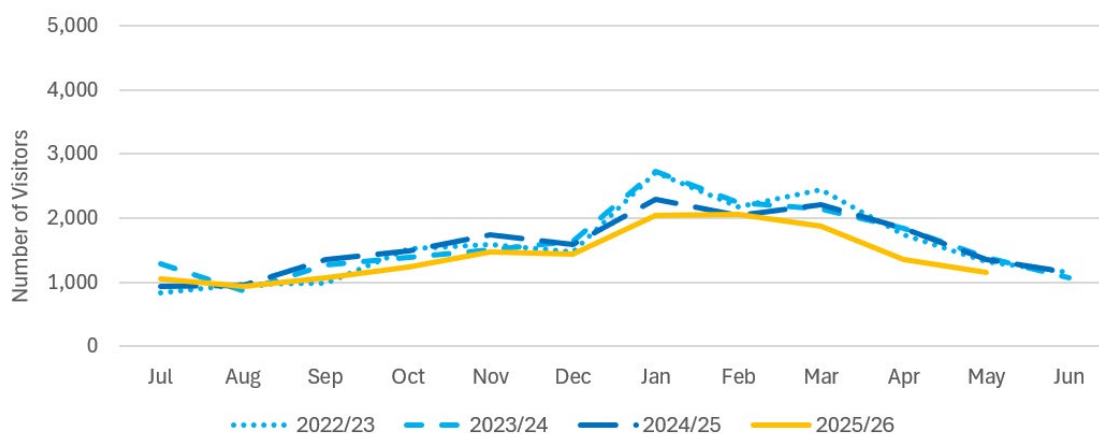
3.1 Visitor Numbers

The graphs below show visitor numbers at the Clutha isite and the Catlins Information Centre for the last three years, as well as for the current year. Visitor numbers at the Clutha isite from July 2025 – May 2026 are down compared to previous years. The total door count for this 11-month period was 35,507 visitors, compared to 39,597 in 2024/25 and 38,777 in 2023/24.



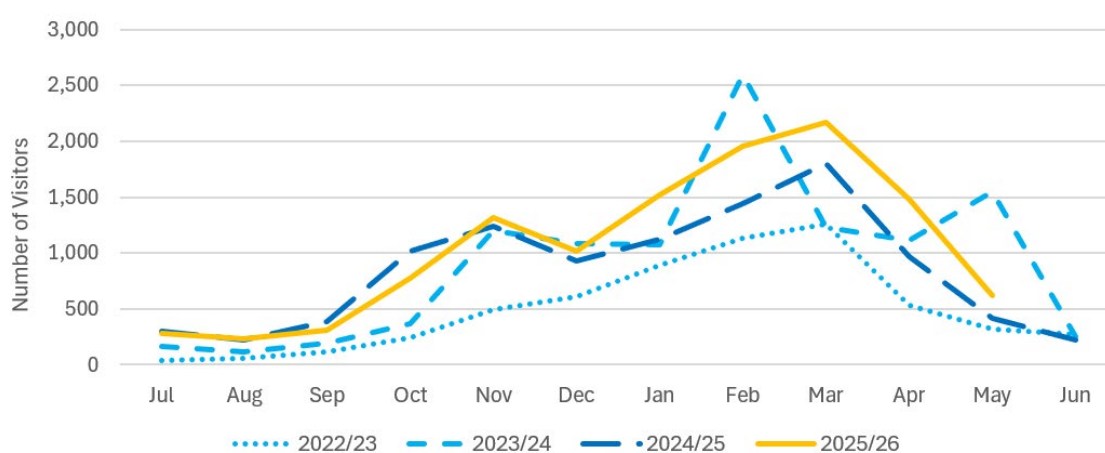
Monthly totals for visitors to the Clutha isite

The door count for the Catlins Visitor Information Centre is also down from previous years. The total count for July 2025 - May 2026 was 15,676 visitors, compared to 17,809 in 2024/25 and 18,304 in 2023/24.



Monthly totals for visitors to the Catlins Information Centre door count²

International Visitors: The graph below shows total international visitor numbers across the district, combining data from all information centres. After peaking in February-March, international visitor numbers declined in April and May, which is normal for this time of year, but were still ahead compared to last year.



Monthly international visitor totals to the five Information Centres in the Clutha District

3.2 Recent Activity - Clutha isite

Buses visiting the isite have increased significantly this past summer and recently ended for the season. This accounted for much of the increase in international visitors, with buses regularly travelling from Te Anau to Mt Cook, via Dunedin. The parking spaces in the TPOMA carpark were marked out recently, and there are now two dedicated bus parks immediately outside the building.

Several operators/attractions have now closed for the winter season, including the Cathedral Caves, Lost Gypsy Gallery and the Newhaven Holiday Park. However, there is still plenty for visitors to see/experience when visiting over the winter, including the Clutha Gold Cycle Trail, Nugget Point, Tuapeka Mouth Ferry, Purakaunui Falls, and the various museums across the district.

Council Services - there has been a rush on rate rebate applications, mainly for elderly ratepayers, and isite staff have assisted ratepayers to complete them as required before June 30.

² This counter captures all visitors to this facility, which also houses the Owaka Museum and the Owaka Library

Recent Google Feedback -


Silvano Coden
 Local Guide • 396 reviews • 4 photos

★★★★★ 4 weeks ago **NEW**

Excellent information available. Friendly staff and explored what we were interested in.
 Plenty of pamphlets with great information
 Well worth stopping in if you need information


Doris Beißel
 7 reviews • 2 photos

★★★★★ 5 weeks ago

Got the best information for my trip from a lady working here. She did every trip, went to every place, can recommend and help you figure out your destinations. Thank you so much!

3.3 Recent Activity - Catlins Information Centre

Catlins Information Centre and Ōwaka Museum had four new volunteers come in for training during April and May. For those that aren't aware, during weekends and public holidays a volunteer from the Catlins Historical Society works alongside a Council team member to assist visitors that come into the facility. The support that Clutha District Council and Catlins Historical Society provide to each other is what makes this facility able to do everything that we do.


Bob Guilda
 Local Guide • 103 reviews • 5 photos

★★★★★ a month ago

Well I went in there thinking it's a small town how big can the museum be? Well needless to say I was surprised. The region has a very interesting history. There's logging and settlers settling. And then the midst of all this a hell of a lot of shipwrecks.

Visited on
 Weekend

Wait time
 No wait

Comments from the visitor book:

- | | |
|---------------------------|--|
| • Milton, Australia | Loved this facility |
| • Leon and Lorien, Cairns | Adele was most helpful and accommodating |
| • Julie Nth Canterbury | Great experience! |
| • Group of kids | SIC!! |
| • Mt Martha, Australia | Thank you, brilliant and OHmazing! |
| • Melbourne, Australia | Easy to spend hours here! |
| • Netherlands | 10/10! |

Staff noticed that due to the Catlins Inn being closed for over a month, that those staying at the Freedom Camping site didn't stay as long as they usually would, with no

hot meals or showers available. Talking with some visitors, the fuel prices had also affected just how far they were travelling from home.

Ōwaka Community Library and Catlins Information team members, alongside the staff and volunteers from the Catlins Historical Society, continue to enjoy the everyday interactions at the library, information centre and museum. Without the resources available from the Clutha District Council and Ōwaka Museum this facility wouldn't be able to run as it does.

3.4 Recent Activity - Lawrence Information Centre

- The Lawrence Information Centre is now operating on winter hours 9.30 – 3.30.
- Another successful Century Farms weekend was hosted in Lawrence 15-17th May bringing people from around the country to Lawrence.
- Research remains popular with visitors just now.
- After a little networking by one of our staff, it is hoped that we can break into the Thai market to promote Lawrence and the surrounding areas encouraging them to make Lawrence and Clutha a must stop place to visit.
- Although overall visitor numbers are down, it is pleasing to see international visitor numbers are up.

3.5 Recent Activity - Milton Information Centre

- A visitor from Finland complimented the Milton Information Centre and Museum on their displays.
- There is new carpet being laid in the Information Centre this month

4 District Libraries – Melissa Ellison

Council's five community libraries use their facilities and resources to provide an enormous range of services to residents and visitors alike. Both singularly and in collaboration with other council teams, organisations and community groups, our libraries and visitor information teams continue to place people at the heart of all they do.

A highlight for the District Library team is noted below, while a separate attachment describes the various programmes and events that have been held across the district during this reporting period.

4.1 Highlight of the month - *Tapanui Community Library*

Library staff were thrilled with the Council's unanimous decision to "approve funding of up to \$2.5m towards the construction of an integrated library and community centre, partially rated under Libraries and partially rated under Community Centres". The Tapanui Library team have worked alongside members of the West Otago Community Centre Committee throughout the planning process and to bring the project to this stage is most satisfying. The team looks forward to bringing the vision alive and helping to provide an amazing new facility for the community.

It's great to know that buckets, wet books, soggy ceilings and tarpaulins are officially on borrowed time, after having already been put to use twice this month (see images below).

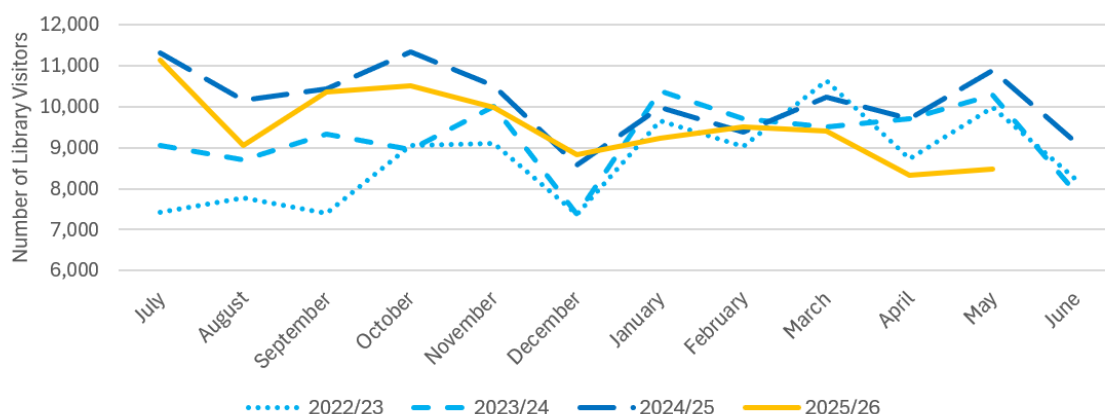
Tradesmen have been several times to try and repair the roof, but unfortunately this hasn't stopped the problem. It is also quite hard to see where the problem is. Staff will continue to monitor the situation and see if the various repair measures are effective.



Damage to books and the Tapanui Library building (bottom), and steps currently required to protect books on shelves (top)

4.2 Visitor numbers

16,791 people visited our libraries in the period from 1 April to 31 May. Although an overall decrease from this time last year, the figures reflect the impact of Easter, ANZAC Day, the April school holidays, and the King's Birthday weekend all falling in quick succession. Milton's temporary location in the Coronation Hall is also having an impact on numbers as the space is limited for programmes. We have also entered Owaka's quieter time of year.

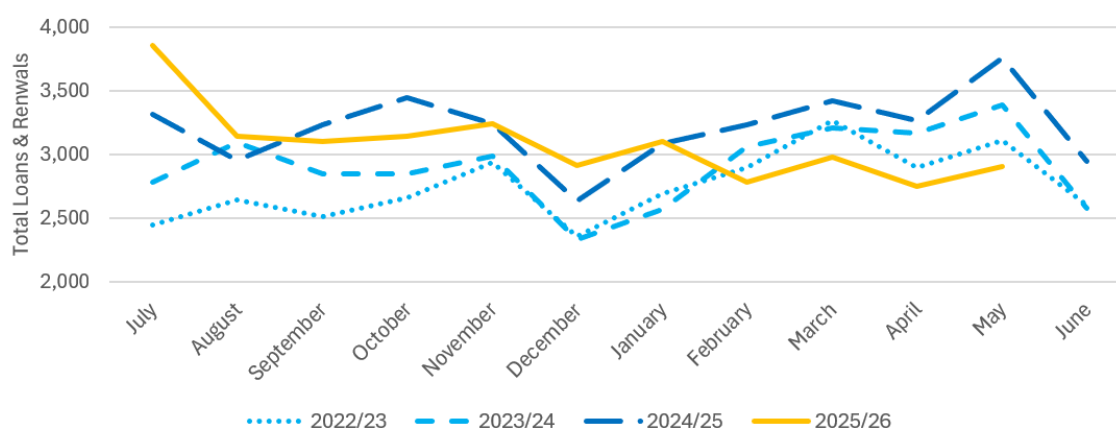


Monthly visitor number totals for the five Clutha District libraries

4.3 Internet sessions

Reliance on digital platforms and the requirement for printing and scanning documents continues to bring customers into our libraries requiring assistance.

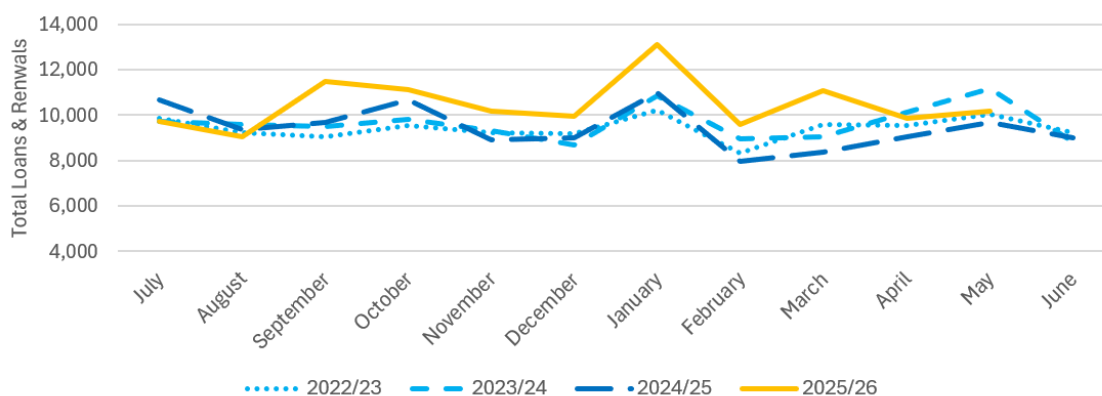
The number of internet sessions has generally remained stable over the last two months, although use has dropped off compared to previous years. Sessions across three of the five libraries saw a drop, with the exception of both Lawrence and Tapanui. The most significant decrease was in Milton which again can be attributed to the drop in visitor numbers since the move to Coronation Hall.



Monthly library internet sessions for the five Clutha District libraries

4.4 Book issues

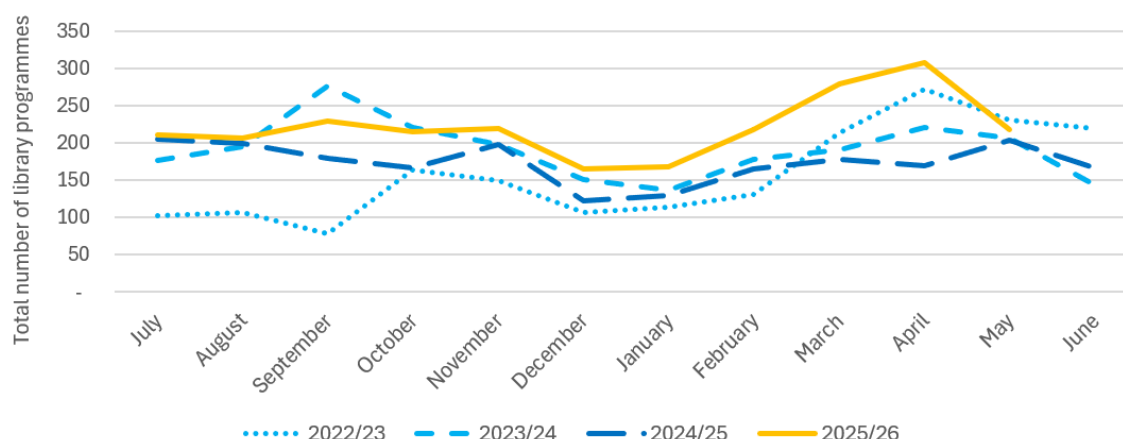
From April to May 2026, a total of 20,013 books were issued across the five libraries in the Clutha District Libraries network. E-book and audio-book issues were up by 17% and 24% respectively for each month as compared to this time last year.



Monthly book issues for the five Clutha District libraries³

4.5 Programmes

The number of programmes and events delivered across the library network peaked in April as staff identified activities and events that appeal to younger customers. During April and May, the libraries offered 524 programmes, with 1,914 people attending those events.



Total number of programmes delivered each month across the Clutha District library network

5 Community Facilities – Delwyn Burrow

The Community Facilities team have been busy keeping up with maintenance requirements throughout the council property portfolio. Work to replace the roof on all 15 units at the Naish Court community housing units has been postponed until later in the year.

5.1 Community Housing

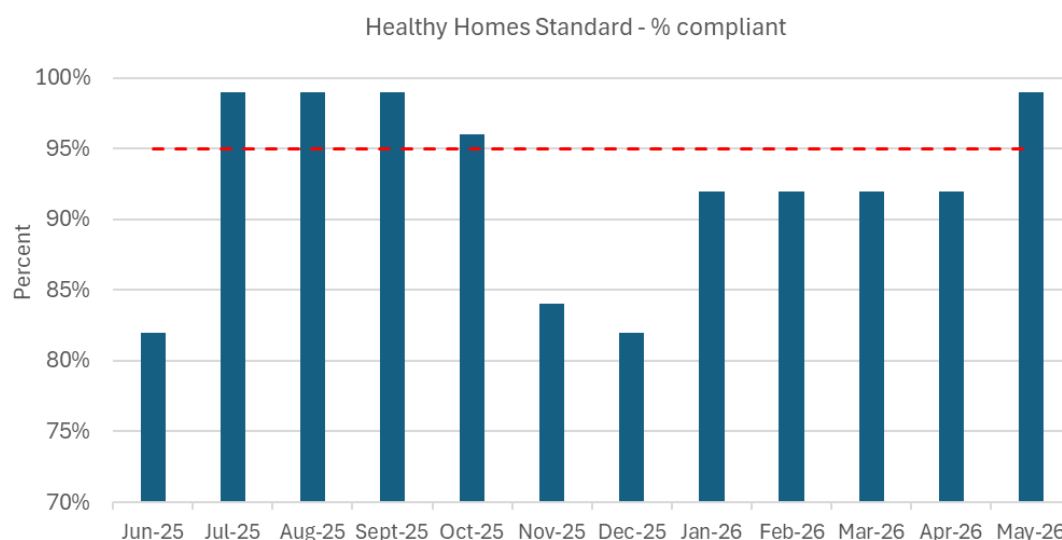
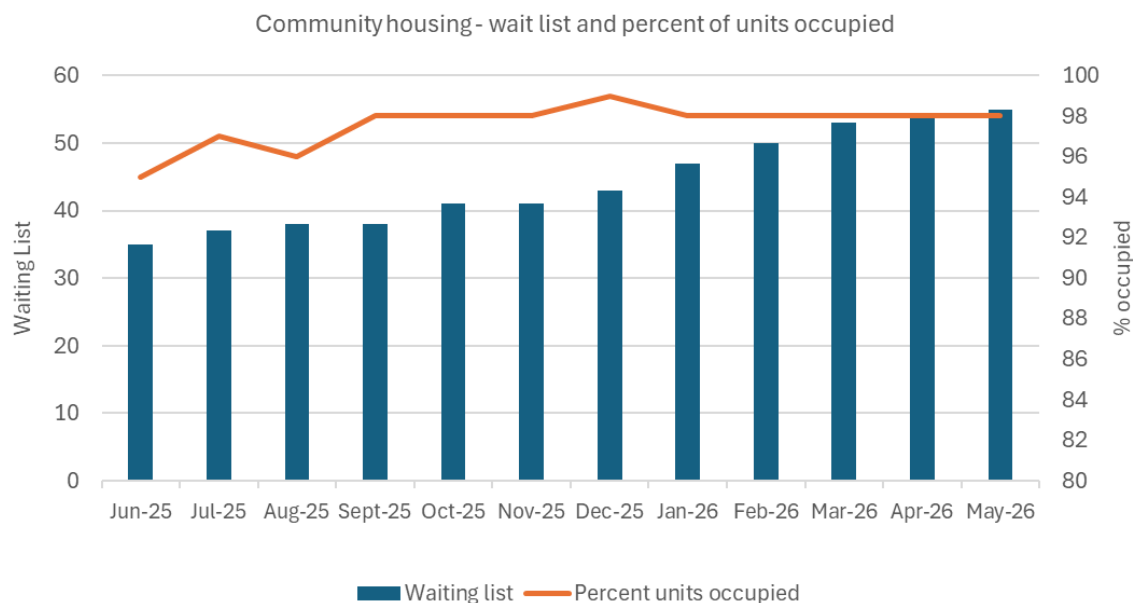
The first graph below shows the number of people on Council's waiting list for community housing, and the occupancy rate across Council's 98 housing units, for the last 12 months. Two units are now ready for tenants.

Housing units need to meet the requirements of the Healthy Homes Standard (HHS). The percentage of Council's units that meet these requirements are shown in the

³ These statistics do not include the library's e-book or audiobook loans which are captured elsewhere.

second graph below. One unit is waiting on a retrofit window to be installed; this will bring the compliance percentage to 100%.

The annual survey went out to tenants in June.



6 Community Development – Lilly Paterson

The Community Development team plays a key role in supporting strong, connected and resilient communities across the district. The team works alongside residents, community groups, not-for-profit organisations and partner agencies to support initiatives and projects that respond to the needs of each place, as well as to build capacity and capability.

6.1 Community Support

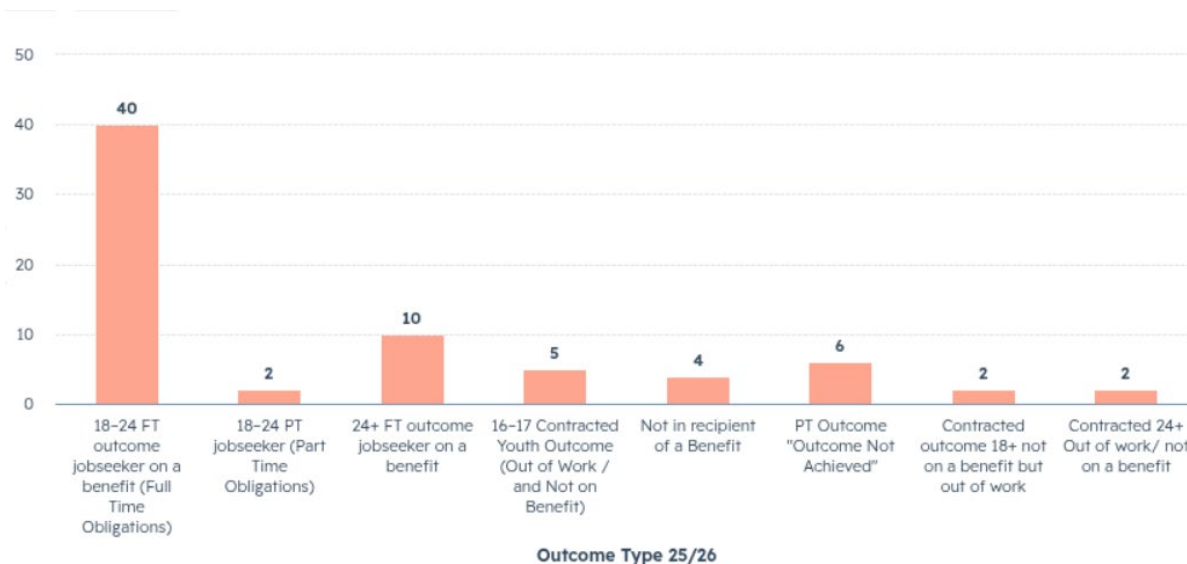
The Community Development team support various groups and individuals with a range of activities. The following table shows activity since September 2025 and includes all groups we are currently engaged with.

Group	Project	Support being provided	Current issues/barriers	Project Status
Puaka Matariki Iwikatea Incorporated	Annual Matariki Event	General event and funding support to put on their 2026 event	N/A	In Progress
Samoan Society of the Clutha District	No particular project	General advice and support	N/A	Regular
Balclutha Golf Club	Facility/deck extension	Funding Support	N/A	In Progress
Sport Clutha	Stencils	General advice, support to get stencils for the schools to hire out to encourage play	N/A	In Progress
Clinton/Clydevale Community Resilience Group	Purchase of emergency equipment	Funding Support	N/A	In Progress
Kiribati Group	Programme start up	General advice and support	N/A	In Progress
Clutha District Combined Museums Group	Annual Plan/LTP Submissions	Funding Support	Lack of volunteers, fear of funding being cut	In Progress
South Otago Mountain Bike Inc	No particular project	General advice and support	N/A	Regular
Clinton-Clydevale Community Resilient Group	Primary & Rural Resilience hubs	Funding Support	N/A	In Progress
I See You Support Group	Wellbeing/Connection	General advice and support	N/A	In Progress
Owaka Going Forward	Welcome Sign	Workshopping sign designs	N/A	In Progress

6.2 Jobbortunities

As the Jobbortunities team wrap up the final month of 2025/26, they are super excited to have completed 145% of their total outcomes, while their percent of MSD jobseekers outcomes they have delivered sits at 152% which is great for our local economy - keeping young people in the district and in employment.

Looking at other statistics, the graph below shows the team has supported 72 young people into employment (including part time positions, with more still on trials over the next few weeks).



We are so proud of these statistics as it means our local young people are being supported by local businesses to gain opportunities to grow and build careers within the district.

From 1 July, Jobbortunities will report through the Community Development team which will be great as Jobbortunities are already collaborating with this team.

Key round up of Jobbortunities lately:

- A client was able to get some work gear from PGG ready to start their role at Milton Concrete. Week one is going great for them.
- An individual got a tour of Stewart Timber and has been the 4th Jobbortunities young person they have taken on this year big ups to them for supporting this programme.
- Eden attended the core group meeting as part of her new role (Clutha being highlighted again as a standout MTFJ, great way to network) (pictured)
- We are also lucky to have Rachael (the Clutha Youth Worker) working alongside the team with our Friday programme as well as mentoring some of our young people who need the extra support (pictured below).
- For the first time the team has gained their own office space at Te Pou O Mata-Au where they can have a base to work from
- Working with Fonterra and the new roles that they are currently advertising to try get a young person in the door at their facility



6.3 Grant allocation and funding schemes

The following is a summary of in-house and external funding grants which Council administers.

6.3.1 Youth Development Fund

Five applications were received, and funding was awarded as follows:

- Balclutha Scouts – to attend the jamboree - \$1,000
- Aida Begg – to attend the world BMX champs - \$750
- Blake Glover – to attend the world BMX champs - \$750
- Amy Short – to attend a national theatre camp - \$300
- Tokomairiro High School Students – to go on a trip to Waitangi - \$800

6.3.2 Tuapeka Lawrence Community Committee (TLCC) Fund

There were seven applications for this funding round, and the Lawrence-Tuapeka Community Board approved a total of \$5,000 of funding, as follows:

- | | |
|---|---------|
| • Tuapeka Christmas Trail | \$2,500 |
| • Lawrence Creative Arts | \$833 |
| • Lawrence Cultural & Charitable Heritage Trust | \$833 |
| • South Island Dachshund Derby | \$833 |

6.3.3 Telford Bursary

There was a total of 11 applications received for this bursary, and the panel will meet in the next few weeks to decide on the recipients.

6.3.4 Community Service Awards 2026

Nominations closed on 24 May, and the assessment committee met on 3 June to select the recipients. The award ceremony was held on Thursday 18 June 2026.

6.3.5 West Otago Health Trust

Nominations for the West Otago Health Trust close on 26 June.

6.3.6 Creative Communities Scheme

The third funding round of the Creative Communities Scheme closed on 19 June. The assessment committee will meet on the 2 July 2026 to decide the recipients.

6.4 Annual Plan Grants

During the 2026/27 Annual Plan, Council received 23 community funding submissions.

Preliminary results have been emailed out to all 23 submitters, with formal letters and funding agreements to be sent out once the Annual Plan is adopted today.

6.5 Youth Worker Update

This report provides an overview of challenges and outcomes of Rachael's role as the new Clutha Youth Worker. This is newly created, fixed-term role focuses on providing support to youth in our district.

Stepping into this new position, Rachael's focus has been on networking and building positive relationships with our high schools and area schools and numerous youth and wellbeing support services.

To start with, the position was a 'blank page, so engaging with community providers and youth has been Rachael's main emphasis. It takes time and patience to develop these relationships.

One of Rachael's initial tasks was to conduct a survey to investigate what issues young people in our district are facing. We promoted this via social media and through secondary schools. One hundred and forty-six people from across the whole district participated in the survey, which was a great response. The survey highlighted that stress, predominately associated with education, mental health, and wellbeing, are significant issues for a large percentage of our youth. The need for more youth-related activities and events was also highlighted. Hangout areas for our youth in our towns were also a key topic.

Rachael's role is focused on providing support to the youth in our community, encouraging them to build positive relationships and connecting them to appropriate services if required. Rachael hopes to enable them to enhance their personal growth, wellbeing and community engagement.

Rachael has had the opportunity to provide one-on-one support to young people, related to truancy and personal family and school issues. She holds a mentoring drop-in session at South Otago High School every week and has been collaborating alongside the Jobbortunities team.

6.6 Youth Council

The Youth Council are currently working on a few different projects:

- Youth Week – following on from last year's mental health topic, the youth council has looked at ways to make our local and national services more public. They launched an in-school & social media campaign on youth week, 18-24 May.

YOUTH WEEK 2026:

NOT OKAY? START HERE:

Resources you can **text**, **call**, **chat** or **visit**
When things feel too much

SAVE THEM. SHARE THEM. USE THEM.

NEED TO TALK? TEXT 1737 CALL Free. Confidential. 24/7. Counsellor.	youthline CALL: 0800 376 633 TEXT: 234 EMAIL: talk@youthline.co.nz Free. For any 12-24 year old. 24/7. Counsellor	Other external links: ★ The Lowdown - a website to help young New Zealanders recognise and understand depression or anxiety. ★ SPARX - is an interactive self-help online tool that teaches young people skills to help combat depression and anxiety. ★ Aunty Dee - is a free online tool for anyone who needs some help working through a problem, no matter the problem.
Try the groov app Set goals. Track mood. Build better habits. Small steps count	The Depression Helpline CALL: 0800 111 757 TEXT: 4202 When it's more than just a bad day. 24/7 support. Free. Trained Counsellors.	Toku Oranga, the Southern Access and Choice programme Available at: - West Otago Health - Tuapeka Community Health - Catlins Medical Centre - Clutha Health First - Milton Medical Centre Free wellbeing support, 20-30 minute appointments to help you make decisions about your health and wellbeing

- Fast Fives – at the Cross Recreation Centre. Rather than a one-off, this will be over consecutive weeks from 3 August.
- Ripple Effect – 2nd instalment. This is an interview documentary type short film on the topic of mental health (particularly resilience and hope) where we interview local emergency services and organisations around the impact of mental health and how it can have a ripple effect in our community. We would collaborate with Balclutha FENZ, with support from WellSouth to produce this video and gain support around the sensitivity of the topic.
- Community Formal – looking to do another community formal in October of this year, aimed at year 12s (17 years of age) to 24-year-olds. More details to come.
- Balclutha Bridge Park – the youth council has been passed on this project from the rotary club to engage local artists to paint murals on the poles at the bottom of the fort. After an unsuccessful application to the Creative Communities Scheme, their application to the Otago Community Trusts Rangatahi-Led Fund was successful. Painting will begin in spring.

6.7 Road Safety

A contract was signed with Southern REAP in September 2025 to deliver driver training, under the 'Drive my Life' program. This work is funded by Waka Kotahi. The contract will finish in June 2026, and the final progress report will be provided in August. Southern REAP have received other funding to continue this program in the Clutha District.

6.8 Community Plans

Ten community plans have been developed for townships and rural areas across the district. Each plan is built on significant community consultation and describes the specific projects supported by people living in that area. The Community Development team supports groups as they work towards bringing these plans to fruition. Some projects are Council-led, for example the Milton main street upgrade, and these are reported on through the Infrastructure Strategy & Delivery report.

Community Plan development takes time, but significant progress has been made across the district, particularly in the areas where plans were first developed. Progress on projects identified in community plans since May 2026 includes:

Project	Lead
1. Construction Starts – KP Esplanade Playground	Joint
2. Close to starting new shelter – Livingstonia Park	Taieri Mouth Amenities Society
3. Completion of Clinton Beautification	Clinton Community Committee
4. Clearing, site preparation – Sawmill Creek	Taieri Mouth Amenities Society
5. Basketball Court – Bushyhill Street Playground	Tapanui West Otago Promotions

Photos below show the mural on the shelter at Bushyhill Street Playground.

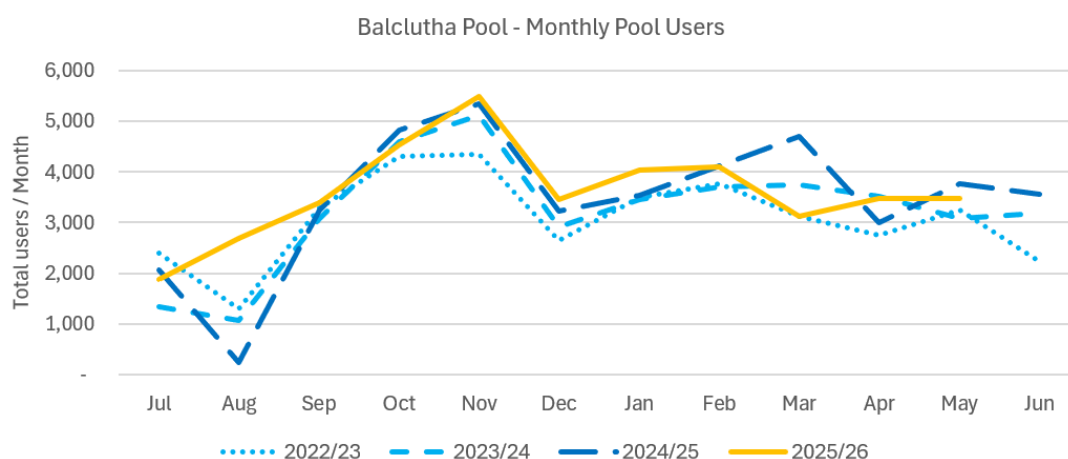


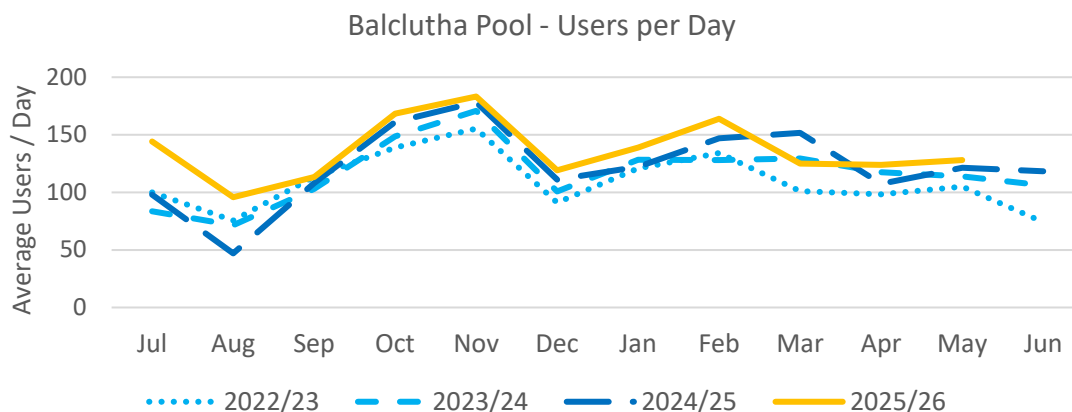
7 Aquatic Services – Holly Ramsay

Balclutha Centennial Pool is open year-round, while Milton Centennial Pool was open over summer from November 2025 – March 2026.

7.1 User numbers

The following graphs show total user numbers and average users per day over the last three years, and for the current year. Balclutha pool has generally shown above average usage over the 2025/2026 year, except where we have had closure for breakdowns. Unfortunately, we have had two separate closures in recent weeks, due to pump failure and then due to issues with the balance tank. At the time of writing, the pool remained closed.

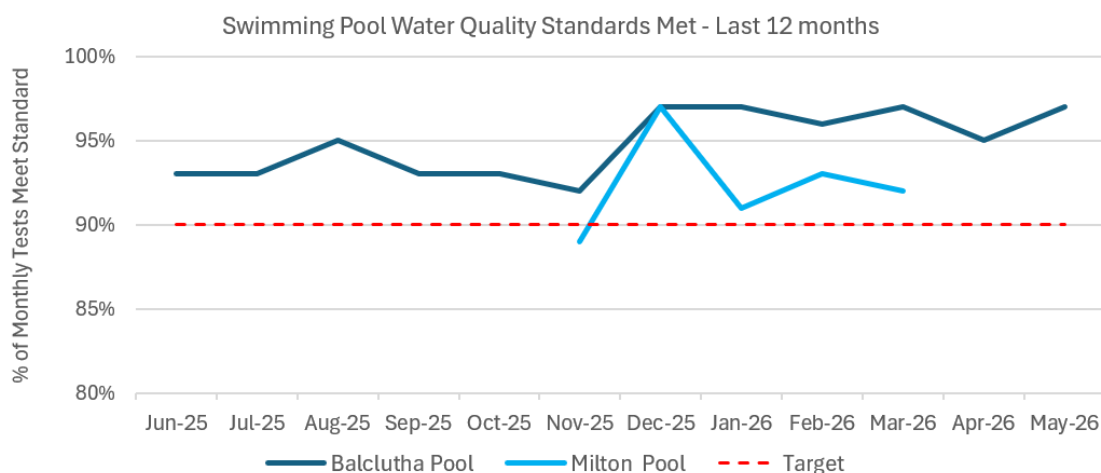




7.2 Water Quality

Swimming pools should conform to the NZ Standard for water quality to maintain safe water for people to swim in. By regularly testing the pool water, early detection of chemical imbalances or changes can be monitored and corrected. It would be extremely rare to see every water test being within range, as we have patrons who disrupt the chemical balance. We consider 80% of water tests falling within the range to be acceptable and above 90% to be excellent.

The graph shows the percentage of tests from the Balclutha and Milton pools that met the standard over the last 12 months and shows the high standard we maintain our swimming pool water too.



7.3 Milton Pool

With the Council decision not to open the Milton Pool for 2026/2027, the team were planning to begin work on decommissioning the facility and sorting and storing pool equipment to be transferred to the new Elsie Stewart facility. However, a recent request from a community group to open the pool themselves over the coming summer means that staff will instead focus on supporting this initiative.

7.4 Staff Training

At the Start of May, Senior Pool Lifeguard Olivia Pirie and the Aquatic Services Team Leader Holly Ramsay attended a training session in Cromwell, with other facilities from around Otago/Southland. It looked at leadership and supervision of lifeguards from the international Lifeguard Training programme which is different to the model most used by our facilities and those throughout New Zealand. This was a great way to look at a different model to what we currently use and learn from the strengths and weaknesses of a different method.

The picture shows Olivia practicing directing lifeguards and bystanders through an emergency response



8 Ranger Services & Camping – Ian Royle & Delwyn Burrow

Council provides a range of services relating to camping and other outdoor activities, and two key activities are reported on below.

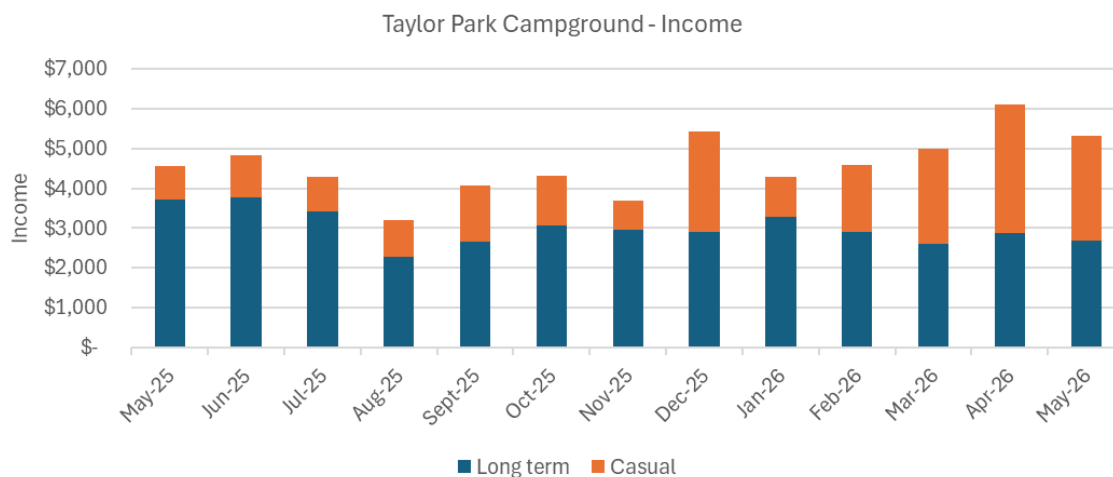
8.1 Ranger Services

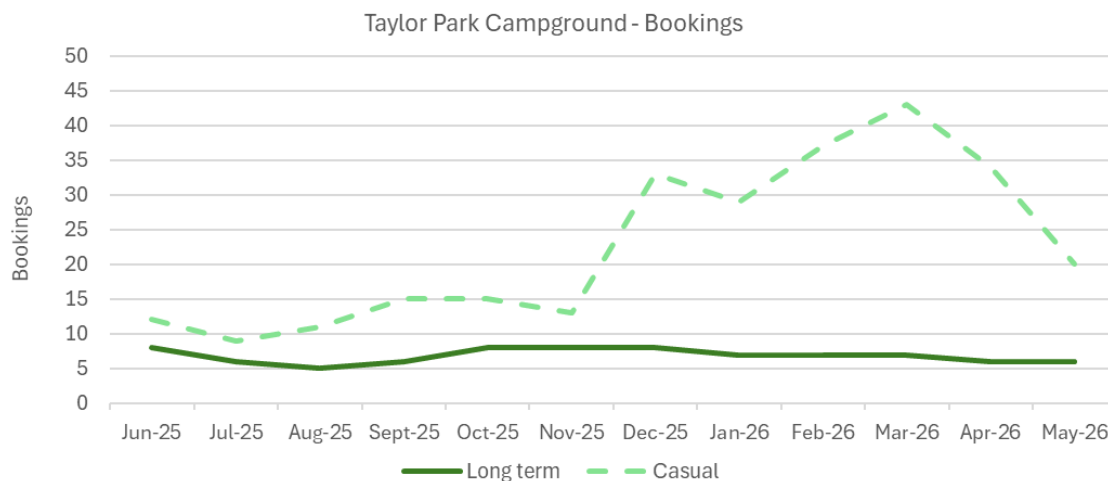
Ian Royle is currently on leave. In his absence, Pete Burtonwood is filling on a part-time basis, monitoring freedom camping at the Owaka Freedom Camping Site, and other popular sites nearby. Activity has reduced over the last two months, due to the cooler weather starting to kick in.

Work is currently underway to improve the way we present ranger interactions, and this will be available for the next Council update in August.

8.2 Taylor Park Campground

Income and usage data is shown in the two graphs below, for long term residents (>1 week) and casual stays. Income from casual stays has decreased in May, this will be due to the cooler weather but is still an increase from the previous year. Card readers are to be installed in June to the amenity facility, as the final upgrade to be completed.





9 Clutha Development – Linda Moore

Clutha Development is the district’s economic development organisation, supporting business growth, attracting investment and people, and promoting the district through CluthaNZ to strengthen the local economy and communities.

Reporting through the Community Services Department profiles key services and programmes delivered across our priority areas of the *Living and Working in Clutha strategy*, and the impact being generated across the district.

9.1 Empowering workforce and business growth

Working alongside businesses, training providers and industry to support business growth, investment, and a strong, sustainable local economy.

9.1.1 Clutha District Business “Round the Table” Discussions with the Mayor and Clutha Development

Activity:

Sessions held on 28 April and 12 May - key businesses from a range of sectors participated. The discussion highlighted that many of the issues businesses are facing are interconnected and, in many cases, already being worked on individually by businesses themselves.

Progress:

Key themes identified:

- Workforce attraction
- Workforce retention and community connection
- Housing as an Economic Enabler
- Formation of a small project group to further explore common themes and identify practical opportunities for collective action.



- Clutha Development continues work to strengthen connections between businesses, schools, training providers, and local career pathways.
- Workforce demand information being gathered to help assess opportunities for inter-regional workforce attraction initiatives.

Regional workforce opportunity:

- Following discussion between Mayor Jock and Far North Mayor Moko Tepania, opportunities are being explored to better connect regions experiencing workforce shortages with regions facing increasing unemployment.
- To help assess the potential for a coordinated approach, information on current and future workforce demand within the Clutha District is being gathered through the Project Group.

Impact:

- Improved understanding of the challenges and opportunities currently facing local businesses.
- Identification of opportunities for collaborative action across workforce, housing, and economic development priorities.
- Stronger relationships between businesses, industry groups, training providers, and local government.
- Greater clarity around where Clutha Development can add value and provide leadership.
- Improved information to support workforce planning, attraction, retention, and future economic growth initiatives.

9.2 Enabling thriving connected communities and local economies

Supporting local initiatives, partnerships and projects that strengthen community wellbeing, economic resilience and district-wide collaboration.

9.2.1 Electrify Clutha Event (26 May 2026)

Activity:

- Community electrification event held in Balclutha.
- The planned farming session was cancelled due to presenter Mike Casey (Rewiring Aotearoa) being unable to attend.
- Community session was facilitated by Matt Newman, Community Activator, Rewiring Aotearoa.

Presentation covered:

- Why electrification matters economically and practically
- Household and farm energy resilience
- Solar, batteries, EVs and reducing energy costs
- Community-scale opportunities
- Real-world examples and lessons presentation by Roy Johnstone

Progress:

- Community interest expressed in exploring a local "Electrify Clutha" initiative.
- Discussions underway regarding potential opportunities to support community-led action and awareness.

Impact:

- Increased community awareness of electrification opportunities and energy resilience.
- Improved understanding of practical options for reducing energy costs and increasing self-sufficiency.
- Supports community preparedness and resilience in response to future disruption events.



9.3 Attracting Visitors, People and Investment

Promoting the Clutha District as a place to live, work, visit, and invest, while supporting initiatives that encourage new residents, skills and investment into the district.

9.3.1 Visitor Information Services (Clutha isite & Clutha Development as the Regional Tourism Organisation RTO)

Activity:

- Ongoing discussions between Clutha Development and the Clutha isite to strengthen alignment between destination management, marketing, product development, and frontline visitor information services.
- Identified opportunities to improve information sharing and communication between the Regional Tourism Organisation (RTO) and Clutha isite team.

Progress:

Development of a collaborative approach to ensure visitor information services:

- Align with the district's strategic direction
- Support the visitor economy
- Improve the visitor experience
- Generate measurable insights and value for the district.
- A Memorandum of Understanding is being developed to formalise roles, responsibilities, communication pathways, and shared outcomes.

Impact:

- Visitors are better connected with local experiences and businesses
- Visitors stay longer and explore more of the district
- Visitor information is current and consistent across the district
- Frontline staff are informed about destination activity
- Visitor insights contribute to destination planning, marketing, and promotion

- Supports wider economic development outcomes

9.3.2 Repositioning Clutha Development and CluthaNZ.com

Activity:

- Clutha Development has progressed the separation of its organisational identity from the district's destination brand.
- Clutha Development remains the organisation responsible for economic development across the district.
- CluthaNZ continues as the district's destination and place brand, promoting Clutha to visitors, potential residents, businesses, and investors.
- Separate websites have been established for each purpose:
 - cluthadevelopment.nz
 - cluthanz.com

Progress:

- Refreshed CluthaNZ visual identity developed and implemented.
- New branding reflects the district's heritage, natural environment, waterways, communities, and future aspirations.
- Clear distinction established between Clutha Development's organisational communications and CluthaNZ destination marketing activities.

The CluthaNZ brand incorporates visual references to Nugget Point Lighthouse, the Clutha River/Mata-Au, the district's natural environment, and the heritage that has shaped the Clutha District.



Impact:

- Greater clarity for visitors, businesses, investors, and residents about the role of each brand.
- Strengthens the district's ability to promote tourism, investment, workforce attraction, and lifestyle opportunities through a dedicated destination platform.

- Provides a consistent and recognisable identity for destination marketing and promotion.
- Supports long-term place-making and destination management outcomes for the Clutha District.

9.4 Preparing Business for the future

Helping businesses anticipate change, adapt to emerging trends and build resilience through innovation, diversification and future-focused thinking.

9.4.1 Infometrics Clutha District Quarterly Economic Monitor Report for the March 2026 quarter

Activity:

Report summary for the March 2026 quarter:

- Clutha District's economy recorded annual growth of 0.1% despite a 0.6% decline in the March 2026 quarter.
- Strong dairy production continues to support the local economy, with the district dairy payout forecast at \$428 million for the current season.
- Business confidence remains positive, with:
 - Business numbers increasing 2.3%.
 - Commercial vehicle registrations increasing 6.2%.
- Employment increased 0.6%, driven by growth in the agriculture sector.
- Jobseeker numbers decreased 8.4%, indicating improving labour market conditions.
- Construction activity remains strong, with residential building consents increasing 51%.
- House sales increased 7.8% and house values increased 4.7%, while housing affordability remains significantly better than the national average.
- Tourism expenditure increased 7.8%, supported by a 22% increase in international visitor spending.

Impact:

- The district continues to demonstrate resilience despite global economic uncertainty and rising input costs.
- Strong performance across agriculture, employment, construction, and tourism supports business confidence and economic activity.
- Falling Jobseeker numbers and employment growth indicate ongoing demand for workers across key sectors.
- Housing affordability remains a competitive advantage for workforce attraction and retention.
- Growth in international visitor spending supports local businesses and the wider visitor economy.

Clutha District Libraries – Recent Activity

Balclutha Community Library

Sewing Workshop – “Make Your Own Tote Bag”

Two workshops were held, utilising the Clutha District Libraries sewing machines and recycled material sourced free from the Dunedin Curtain Bank. At each session participants completed a fully lined bag. Some participants had never sewn before and were very excited to learn a new skill. An example of this was a solo dad who completed a bag for his daughter. He had never sewn before and was so excited that he filmed himself sewing the bag, to show family and friends. Overall participants not only enjoyed the lessons, but they also had fun working alongside people they haven't met before.



Programme feedback:

- I enjoyed it and learnt something new and useful.
- Great. Learnt another thing today.
- I really enjoyed sewing with other people. I love coming to the library, because for me it is 2 uninterrupted hours of doing something I enjoy.

Barbara Lowery's Adventure

Last year Barbara Lowery rode 1,000 kilometres across the vast, untamed land of Mongolia on an adventure of a lifetime – riding a camel, a yak, a reindeer and a horse. Barbara presented an evening talk to over 50 people on her unforgettable journey. The audience was enthralled by her inspiring presentation, hearing about her experiences, learning about the Mongolian culture, and seeing Mongolia from a whole new perspective. The evening was a huge success.



Programme feedback:

- Very informative and fun to listen to. Would come again. Thanks.
- Needed a bigger venue! Excellent inspiring talk, Thanks for organising.
- Fantastic to hear of a fantastic personal experience of a lifetime!
- Barbara was great - such a good insight into this amazing experience.

Clothing Repair Workshop

Balclutha Community Library hosted the Clothing Repair Workshop, organised by Meghan Grant, CDC Waste Minimisation Officer. The evening session was well supported by the community and again utilised the library's sewing machines. Facilitator Christie du Toit, of Christie Fashion Studio showed how mending not only lengthened the life of an item, but that it can be creative and enhance it, as well as helping to reduce waste in the landfills.

Participants had brought along items that needed to be mended, and Christie showed them how - utilising new techniques and thinking 'outside the box'. The end results were amazing with each item having a 'new life' and numerous discussions were held on what they could "repair" next. It was exciting to hear that those attending wanted more of these mending workshops.

Programme feedback:

- Was great, would be good to find if we have other amazing volunteers like Christie who could offer their knowledge to our communities.
- Thank you for a great evening - Feeling inspired to pull my sewing kit out! Lovely people and brilliant creativity.



T-Shirt Stencil Print Workshop

Two fun days were had at the Balclutha Community Library - participants participated in an introduction to screen printing. Whether they were new to printmaking or looked at expanding their creative skills attendees were invited by facilitator Margaret to create their own stencil then mix, layer and transform their ideas onto wearable works of art. The results were amazing, and participants enjoyed the challenge.



Children & Teens

During April the children got creative on Crafternoon Wednesdays, weaving their own Easter baskets and creating stained-glass poppy paintings using pastels and watercolours for ANZAC Day.

Even though the library was closed over part of the school holidays due to the Easter break, the programmes were still a big draw for the children.

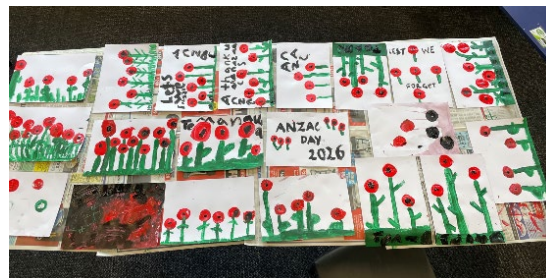
- **Bingo** was the most popular with over 40 people attending the one session. The children were all very eager to win, some were playing more than one card at a time.
- **ANZAC storytime** was a hit for the younger children. They listened to some stories and then created art using bottle tops as a stamp to paint a beautiful field of poppies.
- **Arts' n' crafts** session gave the older children the opportunity to be creative. They made ANZAC wreaths from poppies made from different materials. They had a lot of fun circulating around different tables to create all kinds of poppies and engaging with new people at each station.
- **Scavenger hunt** had an Easter theme where the children went on an egg hunt around the library. They had to find the small plastic eggs which held a letter, but to find the eggs, the children had to follow



the clues. Once all the eggs had been found the letters spelled out a word. It was a great way for the children to explore different parts of the library that they may not have been in before.

Programme feedback:

- I love your activities; I hope I see you next time.
- It was a lovely morning; you are so brave having so much paint in the library!
- We look forward to seeing what you do in the school holidays each term. This is a fantastic event for the community. Thanks for the effort.
- Fantastic programme - always end up with a happy fella after his art session. Thank you for all you do - will defo return.
- The team does an excellent job. The arts and crafts activities are well chosen and engaging for the children (and adults!) and a high level of care is evident while the activities are being completed. The Balclutha holiday programme is often the first thing discussed at home when the subject of school holidays comes up. We are blessed as a community to have this service!



Clutha Heritage

A partnership between our Community Heritage Coordinator, AgeConcern Otago and the Owaka Community Library has resulted in seven new oral histories going live on Clutha Heritage. These oral histories feature locals who connect to the Catlins, Balclutha and Kaitangata and capture a wealth of knowledge on these areas. A small book, which will soon be available through our libraries, has also been published which showcases snippets of the stories told within these oral histories. A launch of this book is to take place at the Owaka Community Library on June 23.

Over the last few months, our Community Heritage Coordinator has worked with John Wilson to make hundreds of items pertaining to the history of Ashley Downs and the Taylor family available on Clutha Heritage. John, who now resides in Canada but grew up at Ashley Downs, was keen to share the history of the area on the libraries digital archive and has written an article which accompanies the material on Clutha Heritage to tell the story of the place.



Taumata School 1914, Taylor Family

This material covers a new area of the district on Clutha Heritage and John looks to use the platform to also share the story of Toiro Lochie and the Sheddan family.

Alan Williams of Lawrence has recognised Clutha Heritage as a platform on which he can share his research on the Tuapeka Branch Railway and the Glenore Cemetery and he has begun to upload material which he holds on these subjects.

The Waipori Goldfields Charitable Trust continue to utilise Clutha Heritage to share their material culture, having recently uploaded maps pertaining to the Waipori goldfields.

Andrea McKee, Customer Experience Officer at the Tapanui Community Library, has also been making use of their heritage equipment to support a community member to digitise a collection of negatives and share some new West Otago content on Clutha Heritage.

In May, our Community Heritage Coordinator organised for Otago author Russell Garbutt to speak at our Balclutha, Milton and Lawrence Community Libraries on his book 'Vincent Pyke - Goldfields Gladiator.' These talks proved fascinating, encouraging listeners to read Russell's book which is now available to borrow across our libraries network. We look to host more local author talks in our libraries over the coming months.

Ōwaka Community Library

The team in Ōwaka have enjoyed every interaction with the groups that have come through in the last two months. This has included the Catlins Club, Wise Owls and the latest in-library Death Café discussion.

Along with our usual groups, Ascot School visited the facility and thoroughly enjoyed their time with Mike, Becky, and Ruth.

Carolyn Deverson's exhibition 'People in The Catlins', featuring images from her time as a reporter for the Clutha Leader is currently on display in the gallery.

Vicki Booth-Elliot winner of the 2025 Hokonui Fashion Design Awards O'Connor Richmond Narrative Award displayed her winning entry which was inspired by family history in The Catlins. It was displayed alongside the dress made by Elaine Booth. The narrative and dress are both stunning pieces and would be worth a trip down to Ōwaka to see.

Catlins Club focus has been on bugs. Club members have learned all manner of things, from which bugs glow in the dark to which are the stinkiest of all bugs. Information was found in a series on Beamafilm, a free Clutha District Library resource for those with a library card.





Adele and Club members enjoying 'Bug Hunter' on Beamafilm



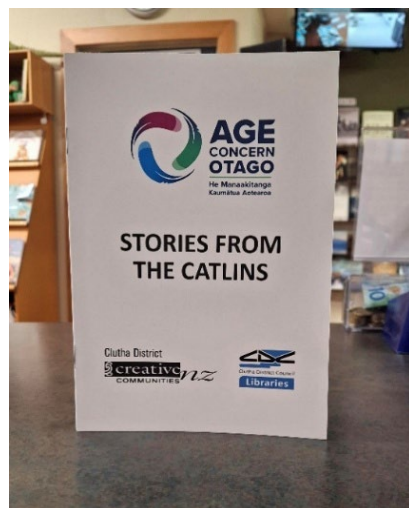
Becky and Club members seeing what bugs they can find.

New Catlins Club members are joining as children discuss the club and exciting programme with their friends at school. Below are two new members getting their club badges from Mike McPhee. Each badge matches the houses that the children belong to at The Catlins Area School, Nora, Mānuka, and Surat.

The collaboration between Ōwaka Community Library and Age Concern Otago has seen the publishing of 'Stories from The Catlins', a Clutha District Council Creative NZ Communities funded project. These stories are a collection from Catlins locals about memories growing up in the area. Thanks to Tiffany Jenks for making these interviews an enjoyable process for those involved. If you'd like to listen to these interviews pop onto the Clutha Heritage page and see what Ron, Alistair (Speed) and Glenda (along with others) have to say about their memories of growing up in The Catlins. <https://heritage.cluthadc.govt.nz/>



Ōwaka Community Library and Catlins Information team members, alongside the staff and volunteers from the Catlins Historical Society, continue to enjoy the everyday interactions at the library, information centre and museum. Without the resources available from the Clutha District Council and Ōwaka Museum this facility wouldn't be able to run as it does. It's a very special place.



Lawrence Community Library

Lawrence Library staff organised and ran craft sessions each week of the school holidays. 'Picasso ponies' saw attending children creating cardboard cubism horses in an artistic style. 'Bags of joy' had children decorating re-usable paper bags in a style of their choice, using the library's collection of craft materials.



"Wiggle Bots" was a programme delivered by Jess Weichler. Wiggle bots are simple robots that are built using a small motor and a battery attached to a paper cup, when activated the motor makes the bot 'wiggle' around on a surface. By adding and adjusting weights or corks on the motor or cup itself, the creator can augment the type of movement the bot will make.

This is a good introduction to basic electronics for children and fosters creativity as subtle changes to the bot can change the way it moves quite markedly. The fourteen people who attended all enjoyed their bot-making experience.



Storytime has continued with our volunteer readers each Friday morning during term time. Up to ten people attend Storytime each week, and we have had positive feedback from attendees. The team plans to continue to survey the programme at the end of each school term to track its effectiveness. For now, it seems as though Storytime is valued and appreciated by the community.

Staff assisted the Lawrence Tuapeka Community Board with the ANZAC day preparations and ceremony. Pictured above is a painting in the front window produced by library staff.

Many residents have been making use of the rates rebate scheme to help ease the cost of living, and staff have been taking applications most days throughout the month of May. Staff ensure that the forms are filled out correctly and send them to Balclutha for processing. Staff have also taken a number of rates queries from customers, and we have been able to help clarify for many just how much they have paid/owe.

The team continues to help customers with myriad digital issues. One customer was visiting from overseas and was having trouble getting their phone to work on the New Zealand network. Staff spent some time troubleshooting this issue with local cellular service providers and were finally able to rectify the problems.

Another customer needed help with delivering a book they are writing, to their publishers. After some trial and error, staff were able to scan their large manuscript into smaller sections so that it could be emailed to the publisher and the customer could avoid a long drive.

Lawrence says farewell to Jess Weichler, who was very generously reading at our storytime each fortnight. Many thanks to Jess for her contribution to our library, but also we welcome Jess to the wider Clutha District Libraries team, as she has now taken the role of Team Leader at Milton Library.

Milton Community Library

Engaging with young people

During the April school holidays Milton staff ran multiple kids' programmes. The most popular programme was 'Salon Day at the Milton Library'. Over a dozen children attended to paint their nails, create a bracelet with their name on it, and get glitter 'tattoos'. The tattoos were especially popular, and lots of kids came around to get multiple.

The limited space in Coronation Hall has presented challenges when running programmes, especially when there are lots of kids attending, but staff are making it work. The Milton team is very much looking forward to all the programme space in the new library!



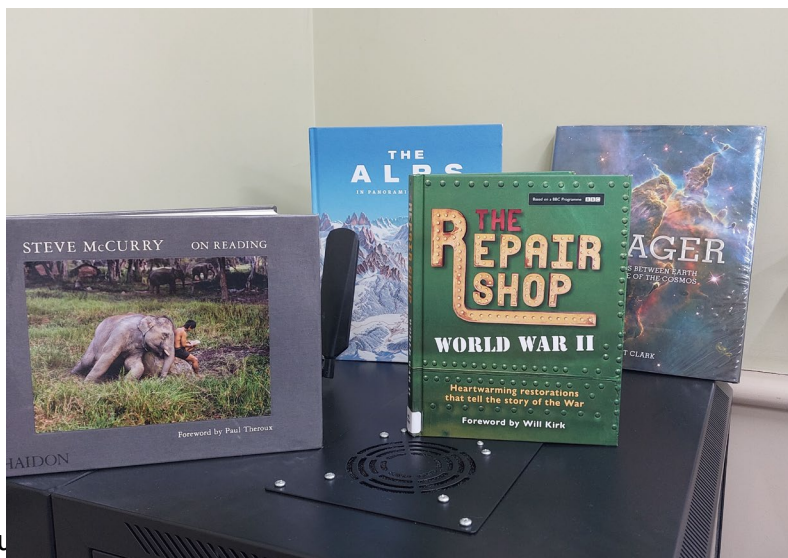
During term time, after school is frequently busy with a number of children visiting the library daily. These young customers enjoy using popup tents to create cosy nooks where they quietly read, play games, and use the computers. During a recent Teacher's Only Day there was a noticeable increase in children and teens stopping by the library during the day.

Supporting connection and learning through weekly programmes

The library's regular programmes continue to run smoothly.

- The Justice of the Peace Service Desk has been well attended over the past two months. In April and May, our roster of JPs assisted 32 customers with 66 tasks.
- Friday morning Crochet Group is well attended each week. The group has made firm progress in their crochet skills and developed strong friendships through the programme.
- Ashlea Grove Rest Home residents continue to make fortnightly visits to the library. On alternating weeks, library staff visit the rest home with a selection of books for residents to borrow.

One resident especially enjoys books with photographs and has read most of the illustrated books on the shelves at Milton Library. Staff have added over twenty beautiful coffee table books to the Milton collection for this resident and other customers to enjoy.



Pyke: *Goldfields Gladiator*. We only had a few people attend his talk (including staff) but the attendees were very engaged and asked lots of questions.

Farewell Jill, hello Jess

2026 continues to be a year of change for Milton Community Library. In May, the community farewelled long-time staff member, Jill McIntosh. During the days leading up to her last day several people came to say goodbye and thank her for the work she has done throughout her 21-year tenure. On her final day the team held a leaving party, many staff and members of the community stopped by for cake and a cup of tea. There were many bunches of flowers in the library staff room.

Our new Team Leader, Jess Weichler, started a few weeks later. She has been attending training to get up to speed with library and service centre processes.

Tapanui Community Library

Library staff across the district were thrilled with the Council's unanimous decision to "approve funding of up to \$2.5m towards the construction of an integrated library and community centre, partially rated under Libraries and partially rated under Community Centres". The Tapanui Library team have worked alongside members of the West Otago Community Centre Committee throughout the planning process and to bring the project to

this stage is most satisfying. The team looks forward to bringing the vision alive and helping to provide an amazing new facility for the community.

The April school holiday programmes were well attended this year. Lots of kids, lots of activities, very high usage of digital devices and wi-fi; along with plenty of crafts, movies, and board games.

The library window display for ANZAC Day was a highlight and proved to be a great talking point for visitors to the West Otago Community Centre on 25th April.

A well-supervised visit to the 'Jumping Pillow' at the local school was also a special treat made possible with the help of attending parents and caregivers.

Twenty-one children and four adults enjoyed a visit from the Easter Bunny out in the library courtyard. This was a real hit with the preschoolers who sang Easter songs and left with a small 'choccy' treat. With the sun shining down we also drew intrigued by-passers from the street, some of whom took the opportunity to join in.



ANZAC crafts



Jumping Pillow

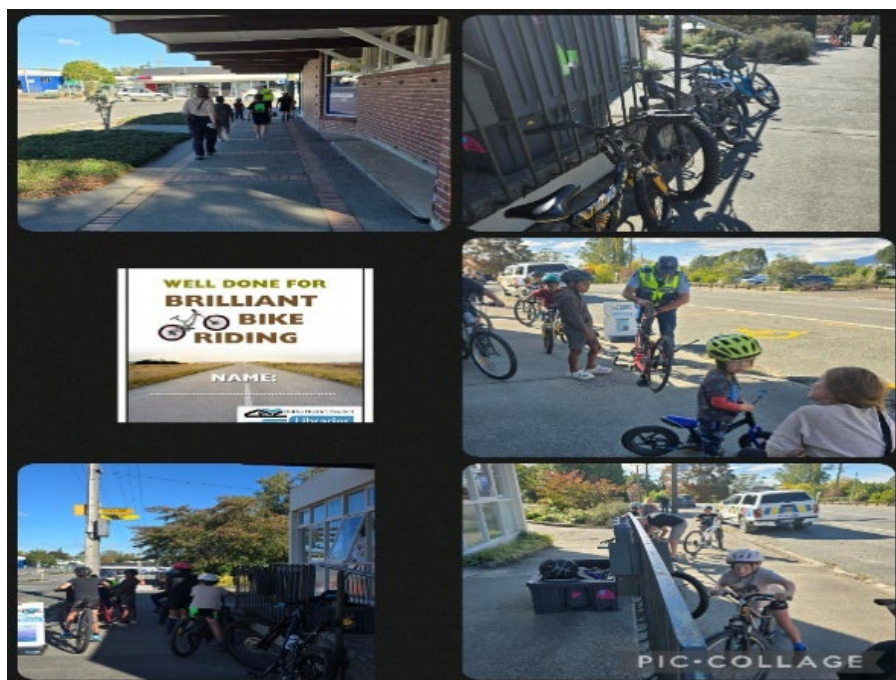


Easter Bunny

Bike Day Out

With an increased number of children visiting the library on bikes, the team decided to be proactive about road and bike safety. Local community police officer Mr Craig Stiven gave some valuable road and bike safety tips and delivered a safety message to a group of ten.

Bikes and helmets underwent a basic safety check, and everyone was schooled on the rules of "town biking". This was followed up with a riding activity on a purpose-built "track" (consisting of road cones, signs and obstacles).



Driving Course in conjunction with Age Concern

In conjunction Age Concern Otago and Rachel Harrison of Drive my Life Clutha, Tapanui hosted fifteen senior members of the community for a 'Driving Safe' course. The attendees gained a "refresh" on new road rules and practical, safe driving tips.

The numbers meant we had to move the programme into the West Otago Community Centre as our library space didn't allow room for a classroom type setting. How great to have a facility to house this right next door.

West Otago Rural Women

The Tapanui Community Library hosted the West Otago Rural Women for their April meeting. Many of them are frequent library users and they welcomed the opportunity to be hosted in our warm and inclusive environment.

Two local women volunteer fire fighters spoke as guests about the changes to Fire Brigades over the past 20 years and how women have been accepted and encouraged to join the service. This was an extremely well received event, and the library will be hosting the group again in June.

Age Concern - cyber safety

Wednesday 20 May saw Tapanui, in conjunction with Age Concern Otago, host 15 senior members of our community who attended an enlightening and educational session focused on scams, online safety, and cyber security awareness. The workshop provided attendees with practical knowledge and tools to help them confidently navigate the digital world while protecting themselves from increasingly sophisticated scams.

The event was a valuable opportunity for learning, and connection, demonstrating the importance of ongoing education around cyber safety for people of all ages not just our senior members of the community.

Blue Mountain College Friday "sports"

This term Tapanui is welcoming students from Blue Mountain College's Friday Sports option as part of an exciting new initiative aimed at fostering a love of reading and library visits among local teenagers.

During their 50-minute visits each week students spend time engaging with other students, sharing stories, and promoting the enjoyment of books and reading, participating in puzzles and using the library to its full capacity. This emerging partnership is helping to strengthen relationships between the library and Blue Mountain College while encouraging literacy, confidence, and a new appreciation of reading both paper and digitally.

Over four Fridays in May 36 teenagers attended which has seen a notable change in the attracting teens to the library space after school. We look forward to developing this relationship further and exploring future opportunities to support teens reading within our community.



KidzWay Kindergarten visits

We continue to have the local kindergarten to visit once a week. They bring their enthusiasm, even on the coldest days and quite often entertain our older library users with their antics. Recently we received this note from the staff documenting a recent visit:

‘Wow, what fun we are having at the Library on a Friday! You are all loving this special time, and the teachers have seen some great learning, such as more sustained reading time, engagement with the lovely librarians, plus a real knowledge of what a library is for. Most of you are asking on a Friday morning "Are we going to the library today"? and are very excited when we say yes! ... today we took our own books back to Kidzway (how exciting!) We took our favourite books up to the counter to get scanned, ready to put in the box. This is a big responsibility for the tamariki, as we must look after the books and get them all back in good condition next Friday.’ It's so nice to know they enjoy their visits.

Promotion of community success and events

May has been a busy month for celebrating success in the West Otago community. We have either advertised or promoted the following events through colourful library displays:

- *West Otago Lions very successful book sale
- *West Otago Taste of Art Exhibition
- *Century Farms 150 years of Farming for the Robertsons

*Tussock Creek Music Festival

*The arrival of a new collection of 'Mills and Boons' books

*Mother's Day events

*Jobbortunities

Clutha District Council

Item for INFORMATION

Report	Finance & Policy Department Update
Portfolio Leads	Councillor Simon McAtamney, Councillor Dane Catherwood
Meeting Date	25 June 2026
Item Number	15
Prepared By	Sharon Jenkinson – Finance & Policy Group Manager
File Reference	1018999

REPORT SUMMARY

This report provides an overview of the activities that make up the interests within the Finance and Policy Department.

RECOMMENDATION

1. That Council receives the 'Finance & Policy Department Update' report.

REPORT

1 Background

In September 2025 the new Departmental Structure for council was implemented, which meant that each department is now led by the Deputy Chief Executive or a Group Manager.

Activities and attendances for the team since the last report are set out below:

Date	Meetings Attended	Participation
6 th May 2026	Finance and Policy Team Meeting	Finance & Policy
6 th May 2026	SWDW Finance & Commercial Meeting	GM
7 th May 2026	Annual Plan Hearings	Finance & Policy
12 th May 2026	Senior Leadership Team	GM
19 th May 2026	Annual Plan Decisions	Finance & Policy

20 th May 2026	Civil Defence Exercise	Finance & Policy
21 st May 2026	Annual Plan Decisions	Finance & Policy
28 th May 2026	Council Workshop & Meeting	Finance & Policy
29 th May 2026	SWDW Finance & Commercial Meeting	GM
4 th June 2026	Finance and Policy Team Meeting	Finance & Policy
8 th June 2026	Finance & Policy Portfolio meeting	GM
8 th June 2026	DIA meeting Wind Event Claim	GM
9 th June 2026	Senior Leadership Team	GM
10 th June 2026	Datacom Onsite Check in	Finance
10 th June 2026	Met with David Ward, Risk & Assurance chair	GM
11 th June 2026	Risk & Assurance & Council Workshop	Finance & Policy
12 th June 2026	SWDW Finance & Commercial Meeting	GM
17 th June 2026	DIA process meeting	GM
22 nd June 2026	Civil Defence monthly meeting	Finance & Policy
24 th June 2026	Reporting Officers Meeting	Finance & Policy
25 th June 2026	Council Workshop & Council Meeting	Finance & Policy

2 Staffing

We are pleased to confirm that Rolene Coetzee has been appointed to the role of Finance & Policy Executive Assistant/Property Manager. Rolene has been with Council since September 2025 providing cover for the Finance & Payroll Officer position for a period of parental leave. While Rolene moving into a permanent role at Council leaves a gap in the team until November 2026, we are pleased to confirm Jordan Stoop will be returning on a part time basis from her parental leave which will help mitigate this.

2 Annual Plan 26/27 & Fees and Charges 26/27

The SPP Team has facilitated the development of the AP 26/27 & Proposed Fees and Charges 26/27 across CDC Departments in support of Council consideration and providing Direction.

The finance team has processed adjustments from the Council decisions meeting, rerun the financials and updated the AP. Resulting adjustments to the Fees and Charges have also been updated.

The AP is to be finalised at Council's meeting of 25 June 2026 at which time rates for the 2026/27 year will also be set.

3 Long Term Plan 2027/37

Council Workshops have provided direction to staff on a range of matters particularly activity management plans and areas of concern to inform a rating review. Workshops on the LTP since the last report have covered following matters.

28 May 2026 Worktop

- Office of Auditor General Briefing
- Waste and Glass (Public excluded)

11 June 2026 Worktop

- Rating Review
- Growth Projections
- Climate Change
- Consultation & Engagement

25 June 2026 Workshop (topics proposed at time of report preparation)

- Community Pools
- Significance and Engagement Policy 2026
- Communications and Engagement (Recap)
- Living and Working in Clutha District Strategy

4 Residents Survey 2026.

Council's residents survey has been conducted from 9 June to 24 June 2026. The survey is completed annually and is an important tool for understanding public sentiment and monitoring our levels of service. It gathers feedback from residents on core Council activities such as water, solid waste, roading, community facilities and services and governance/elected members). A number of these metrics that are reported as part of Council's Annual Report.

The survey is conducted by phone (both landlines and mobile phones) by 'The Curiosity Company', a research firm, with approximately 300 participants. The survey is designed to ensure that there is a good sample of data collected from all areas and communities in the district. Council staff are not allowed to participate. An online survey is also available for people to complete if they choose to. However, these results are kept separate from the main survey results due to participants being self-selected.

A final report will be produced by 31 July 2026. It will track resident satisfaction data both as a snapshot of when the survey was conducted, and tracked over time. As Council has retained the same core set of questions for over a decade, we have quite good trend data. Previous resident surveys, from 2012-2025 can be found at: www.cluthadc.govt.nz/resident-survey

5 Datascape ERP Implementation (Category A Project)

We have been operational and transacting within the Datascape ERP system since 1 July 2025.

We are still facing a variety of operational issues as we progress through year 1 of the new system. We are working through these with Datacom via weekly meetings and the number is reducing.

We have received some onsite support for Finance and Regulatory which went extremely well and it was great to have Datacom here onsite to see where our issues were and where our frustrations lay. In addition, we have reached out to Datacom for some extra support heading into the end of the financial year, potentially onsite for Animals and adhoc availability for other functions and processes.

Staff attended a Datacom year end processes webinar on the 11th June. This has highlighted an additional workload involved with year end for us due to this being our first year end and some data outstanding migration processes

6 Council Property (no change)

The Finance Team maintains Council's Corporate property database. This consists of over 600 Council owned properties with varied land uses including reserves, endowment land, crib sites, utilities and vacant land.

We maintain 225 leases within the property portfolio. This involves monitoring lease maturities, assignments and renewals, obtaining rental valuations and conducting rent reviews within lease conditions and ensuring Council is getting the best return on its assets.

We are starting to plan a review of the categorisation of Council's property portfolio.

7 General Grant Allocation

Council provides general grants to assist organisations providing projects/activities which benefit the residents of communities within the Clutha District. The Finance Team is responsible for the Fees Reimbursement Scheme.

Fees Reimbursement Scheme (No change)

Since the beginning of this financial year, the following reimbursements have been made for Council fees and charges. The budget for this account is \$15,000 for the year 1 July 2025 to 30 June 26.

The fees reimbursement scheme supports local non-profit organisations by helping to reduce council-related fees for one-off projects or events that benefits residents of the Clutha District. Funding is capped at \$1,500 per organisation, per council financial year. Applications and more information can be found on Council's website.

Total reimbursements of \$20,392 have been approved since the beginning of the current financial year.

This includes a grant of \$7,500 for the Kaitangata House and Land Package.

Organisation	Reimbursement of Council fees and charges for:	Full Year Budget	Amount \$
South Otago Creative Arts Centre	Reimbursement of Billboard Hire at the Water Tower Park for the Creative Arts Annual Exhibition held in Apr 2025.		54.00
Balclutha Fire Brigade	Reimbursement of hall hire at the auditorium at Te Poma for the Gold Star Celebration.		745.00
NZ Century Farms	Reimbursement of hall hire fees Simpson Park Sporting Complex for the Century Farm Awards.		950.00

Balclutha Rotary Club	Reimbursement of hall hire at Te Poma for the annual book sale.		1,500.00
Rosebank Home & School	Reimbursement of hall hire fees at Te Pou Ō Mata-Au for the Bingo evening held 22 August 2025.		1,090.00
Tapanui Indoor Bowling Club	Reimbursement of hall hire fees West Otago Community Centre for the indoor pairs' tournament held 5 August 2025		180.00
Clutha Valley Primary School	Reimbursement of hall hire fees at Clutha Valley Community Centre for the School Production held 18 September 2025.		200.00
Clutha Valley Primary School	Reimbursement of hall hire fees at Clutha Valley Community Centre for the Disco - camp fundraiser evening held 18 July 2025.		250.00
Clutha Valley Primary School PTA	Reimbursement of hall hire fees at Clutha Valley Community Centre for the Quiz Night - fundraiser for resources for school held 11 October 2025.		250.00
Clinton Lions Club	Reimbursement of hall hire fees Clinton Community Centre for the night market held 16 August 2025.		300.00
Balclutha Primary Whanau & School Committee	Reimbursement of hall hire fees at Te Pou Ō Mata-Au for the Quiz evening held 12 September 2025.		644.00
South Otago Principals Association	Reimbursement of hall hire fees at Te Pou Ō Mata-Au for hire of Balclutha Iwikatea Boardroom for the recent Professional Development for the South Otago Principals Association held on 31 July 2025.		299.00
Puaka Matariki Iwikatea Incorporated	Reimbursement of hall hire fees at Te Pou Ō Mata-Au for the Matariki celebrations held on 21 June 2025.		403.00
South Otago Indoor Bowls	Reimbursement of hall hire fees at Te Pou Ō Mata-Au for the North and South Island bowls tournament held on the 2 August 2025.		779
Poupoutunoa Kindergarten	Reimbursement of hall hire fees Clinton Community Centre for the night at the Christmas races fundraiser held 15 November 2025.		300.00
Tuapeka Aquatic Centre	Reimbursement of hall hire fees Simpson Park for the Super Star evening; event held 23 August 2025.		825.00

Goldfields Kindergarten	Reimbursement of hall hire fees Simpson Park for the Disco held 01 August 2025.		550.00
Warepa School	Reimbursement of hall hire fees at Te Pou Ō Mata-Au for the school production held 21 October 2025.		1,500.00
Kaitangata House & Land Package	Grant towards building consent fees S & K Shaw paid out 21 November 2025.		7,500.00
Old Balclutha Hospital Reunion	Reimbursement of hall hire fees at Te Pou Ō Mata-Au for the Old Hospital Reunion held 7 February 26.		1,253.50
St Mary's Primary School in Milton	Reimbursement of hire fees of the Milton Coronation Hall for the 2025 school production held December 2025		1,020.00
	Closing Balance at 23 February 26	\$15,000.00	\$20,392.00

Property Rent Reimbursement (No change)

Property rent reimbursement is limited to 75% market rental paid to Council to a maximum of \$1,500 per year per organisation.

There is a budget of \$8,620 with payments to date of \$1,500.00. Applications tend to come in nearer to the end of the financial year.

Organisation	Full Year Budget	Amount \$ GST excl
Red Cross Balclutha		1,500.00
Total	\$8,620.00	\$1,500.00

8 Rating

The Rates team maintain the District Valuation Roll for 13,169 properties throughout the district. They calculate and invoice 11,113 assessments quarterly for rates.

Following the Council AP decisions meeting, and the calculation of the rating factors for the 2026/27 year for adoption, the rating team are working on testing the year end roll and calculation and reconciliation of rates for next year. Following the adoption of the Annual Plan rates will be finalised in our live operating environment with assessments and invoices being posted out mid-July.

Rates Rebate Scheme

The Rates Rebate Scheme was established by the Government to provide a subsidy to low-income homeowners to help meet the cost of their rates. Local councils administer the scheme and are reimbursed by the Government for all rates rebates. A reminder that this is not a benefit but an entitlement like any other form of tax refund. The maximum amount you can receive for the 2025/26 year is \$805 (2024/25 \$790). There has been a change to the application process around Super Gold Card holders which has enabled more ratepayers to qualify in the 2025/26 year.

Listed below are details of applications received for the Rates Rebate Scheme for the period 1st July 2025 to 31st May 2026.

Rate Rebates	This Year	Last Year
Applications Received	718	605
Total amount of Rebates paid	\$554,327.63	\$415,698.14
Average amount of Rebate	\$772.04	\$687.10

3 Council Policies

3.1 Policies due for Updates

Whilst substantial progress has been made this financial year on updating out of date policies, the intended target to achieve currency of the full policy suite (74 policies) has not been fully achieved. This is due to competing priorities, in particular the need to progress the Annual Plan and Long Term Plan

The approach being taken in updating these policies is for reviews to be fit-for-purpose – and for the overall policy suite to address material matters. In practice

- Where an existing policy is assessed as continuing to meet Council needs – it is recommended to be continued or subject of minor amendments.
- There are a number of policies that have required substantial work to update. This may also include amalgamation of existing policies to achieve a more integrated and coherent Policy outcome. For example
 - The Human Resources policy suite update (completed)
 - The Asset Management policy suite (nearing finalisation).
- Policies considered to be no longer required are being recommended to be rescinded
- Policies that have been found to be of procedural or guideline nature are recommended to be downgraded (eg to a procedure, guideline or intranet guidance) with necessary amendments as appropriate.

The revised work program proposed for the remaining out of date policies updates is shown in Attachment A.

3.2 Policy on Dangerous and Insanitary Buildings (2022)

Council previously requested the review scheduled the Policy on Dangerous and Insanitary Buildings (2022) be brought forward 1 October 2027 to FY 2026/27.

This review has not been completed due to competing priorities. In addition, this review will require a special consultative process. It is proposed this review be undertaken in conjunction with the Long Term Plan with consultation to run concurrently with that process in March/April 2027.

3.3 Policies – Future Long Term Plan 2027/37 Policy Updates

A number of Council policies will be brought to Council as part of the development of the Long Term Plan 2027/37. This includes for example

- Significance and Engagement Policy
- Revenue and Financing Policy
- Financial Contributions Policy
- Statement of Accounting Policies
- Policy on Rates Remission
- Policy on Rates Postponement
- Investment and Liability Policy
- Treasury Management Policy

Council Policies Update Program – Remaining Policies Reviews In Progress

Council Policies

Policy Name	Responsible Group	Revised target dates
Policy on Council Community Housing (2020)	Community Services	To Council 25 June 26
Policy on ANZAC Day	Chief Executive	To Council 20 Aug 26
Policy on Smokefree Public Places	Community Services /Infrastructure Ops	To Council 20 Aug 26
Policy on Accidental Death Insurance Cover	Finance and Policy	To Council 20 Aug 26 (via R&A Committee)
Property Policy (Proposed amalgamated Policy) To subsume Policy on Market Rentals on Council Property (2007) & Policy on Property Portfolio including Sale of Council Property to Staff	Finance and Policy	To Council 17 Sep 26
Policy on Biodiversity Funding (2021)	Regulatory	To Council 17 Sep 26
Policy on Earthquake-Prone buildings (2006)	Regulatory	To Council 17 Sep 26
Policy on Community Committees	Chief Executive	To Council 17 Sep 26
Policy on Community Funding (2021)	Community Services	Considered as part of LTP Work Program at Council workshop on 1 April 26. Council directed to by finalised in conjunction with the Living and Working Strategy Update. To Council 17 Sep 26
Policy on Freedom Camping (2020)	Community Services	To Council 17 Sep 26
Policy on Procurement (2017)	Infrastructure - Assets	To be reviewed following signoff of recently drafted CDC Land Transport Procurement Strategy_2026-2029

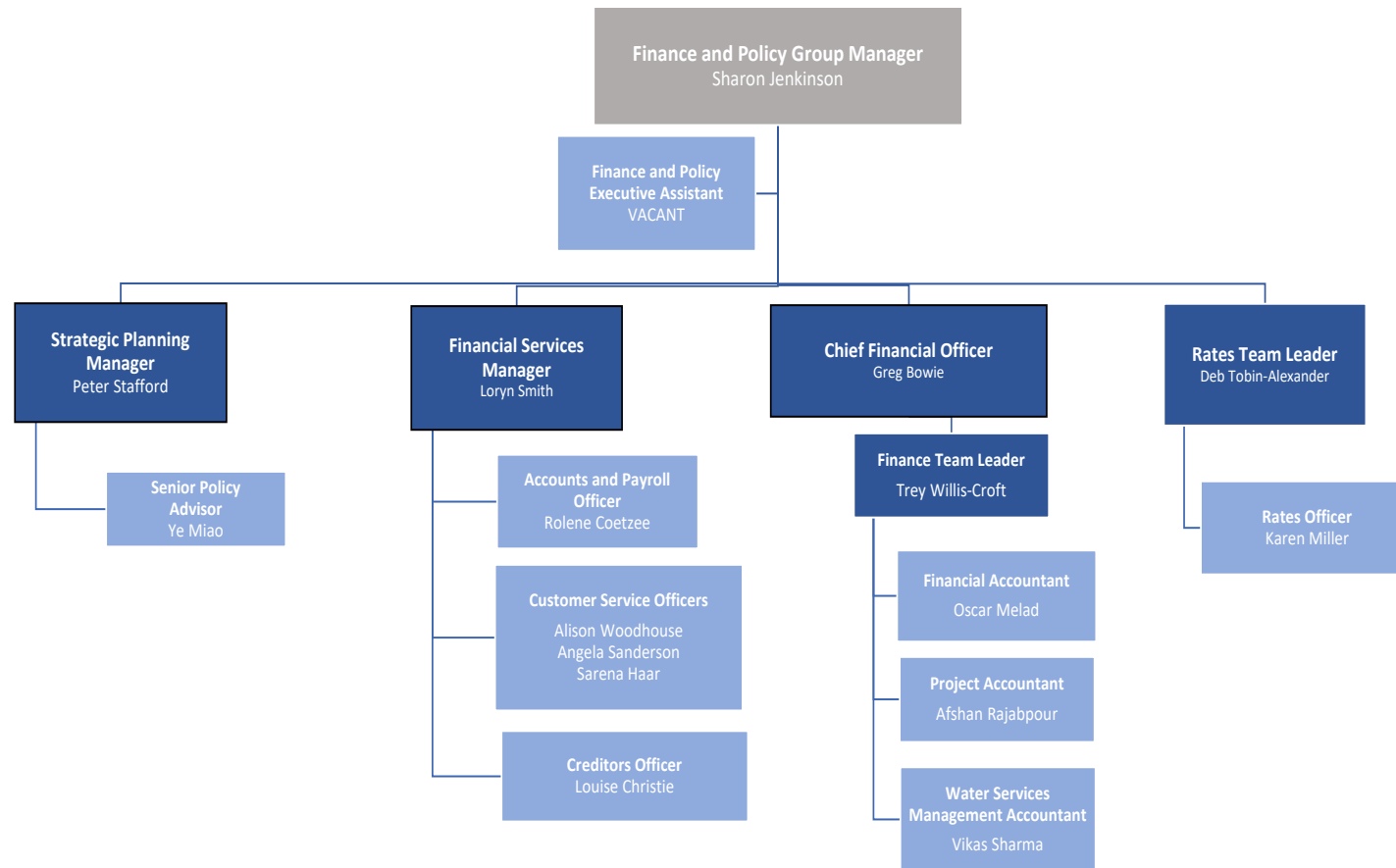
Organisation Policies

Policy Name	Responsible Group	Revised target dates
Asset Management Policy (Major Update) Will also subsume - Policy on Street Lighting - Policy on motorist and tourist signage - Policy on footpaths - Policy on road drainage	Infrastructure - Assets	Drafted to be finalised by 31 Jul 26
Fleet Management Policy (New Amalgamated Policy) To incorporate - Employee Use of Council Vehicles Procedures - Appendices 2022 Policy on Purchase of Council Vehicles	Infrastructure - Assets	Drafted to be finalised by 31 Jul 26
Electronic Communications Policy	Internal Services	Major review (Part complete) to be finalised by 30 Sep 26
CCTV Policy (New) To incorporate Wearable Video Cameras Policy	Internal Services	Drafted to be finalised by 31 Jul 26
Policy on ownership and maintenance of drainage laterals	3 Waters	Minor review/update to be finalised by 31 Aug 26
Policy on construction around pipelines	3 Waters	Minor review/update to be finalised by 31 Aug 26
Policy on road occupation	Infrastructure - Assets	Minor review/update to be finalised by 31 Aug 26
Policy on stock crossings, races on road reserve and stock underpass	Infrastructure - Assets	Minor review/updateto be finalised by 31 Aug 26
Staff Policy on Water Rates Remission	Three Waters	Minor review/updateto be finalised by 31 Aug 26
Policy on Cemeteries	Infrastructure - Green Spaces	To be finalised by 30 Sep 26
Policy on trees in road reserve and amenity trees	Infrastructure - Ops	To be finalised by 30 Sep 26

Policy on damage to utilities services by third parties	Infrastructure - Ops	To be finalised by 30 Sep 26
Policy on water channel vehicular crossing	Infrastructure - Ops	To be finalised by 30 Sep 26
Policy on funding forestry roading	Infrastructure - Ops	To be finalised by 30 Sep 26

Attachment B

Finance and Policy Group - Organisation Chart



Clutha District Council

Item for INFORMATION

Report	Regulatory Department Update
Meeting Date	25 June 2026
Item Number	16
Prepared By	Malcolm Sinclair – Manager of Building Services
File Reference	1019000

REPORT SUMMARY

This report provides an overview of the activities that make up the Regulatory Department. This report provides key performance data and updates from the teams within the department.

RECOMMENDATIONS

- 1 That Council receives the 'Regulatory Department Update' report.

REPORT

1 Background

The Regulatory Department is responsible for the 4 following activities, which are outlined in the table below.

Since the last Council meeting there have been several staff changes, notably:

- Ari Nixon has commenced employment as of Monday 11 May.
- Gillian Woods has been appointed as the Team Lead Regulatory Administration and commenced on Monday 11 May.
- Recruitment has commenced for a vacancy in the Animal Control Department.

Team	Activity Description	Manager/ Team Lead/ Person	Team members
Regulatory Department	Oversight of the Regulatory Department	Group Manager Regulatory- Olivia Restieaux	Regulatory Department
Regulatory Department	The Operations Coordinator role is a newly established position within the Regulatory Services Department, created to meet the need for high-level operational coordination and effective systems oversight.	Operations Coordinator – Ari Nixon	Regulatory Department

Animal Control	Ensuring that all dogs are correctly registered, responding to complaints of wandering stock and barking or nuisance complaints, maintaining a register of dogs in the Clutha District, and providing impounding facilities	Team Lead Animal Control - Karenne Walker	Michelle Tredwell, Allan Philip (casual) 1 x Animal Control Administrator Vacancy
Regulatory Administration	Environmental Health, Food registrations, Liquor Licencing, Land Information Memorandums, Building Control Support	Team Lead Regulatory Administration – Gill Woods	Wendy Copeland, Karen Anderson, Carolyn Unahi
Building Control	Undertake Building Consent Authority (BCA) work such as processing building consents, inspections, issuing certificates, as well as Territorial Authority work such as PIMs, Compliance Administration such as Compliance Schedules, Building Warrant of Fitness, Dangerous/ Unsanitary buildings, Certificates of Acceptance and Enforcement.	Building Services Manager - Malcolm Sinclair	Steve Holden, Brian Stack, Aaron Jury, Mishma Paul, Pete Burtonwood 1 x Team Lead Building Vacancy 1 x Quality Assessor Vacancy
Planning	Processing resource consents, administering Clutha District Plan including compliance.	Planning Manager - Vacancy	Jessica Craik, Olivia Dickson, Michaela Groenewegen-Bereicua, Bligh Pringle (fixed term)

2 Department overview

- Olivia Restieaux is away on leave for 5 weeks; however, the department continues to function well semi-autonomously with clear guidance on any required escalations.
- Clutha Stars remains a focus; one team has applied for their silver star and awaiting final feedback.
- All teams are performing reasonably well in regard to statutory timeframes, with teams either at 100% or close to 100%.

3 Animal Control Team

- The Animal Control Team have been following up on unregistered dogs and dogs that were not on our database.
- Also, busy preparing for the new dog registration year coming up.
- Recruitment has begun for the Animal Control Administration position, and interviews will start on the 10 June.

Statistics

Dogs in the District

Total Dogs	6267	
Total Registered	5997	95%
Not Registered	290	
Total Dog Owners	39587	

Customer Service Requests from 1/07/2025 to 24/02/26

Number of service requests	696
Contacted KPI	98%
Resolved KPI	100%

4 Administration Team

- The Administration Team are performing well with Liquor Licensing, Food Licensing and LIMs all being processed within timeframes.
- The Team continues to work on process improvements.
- Surveys have been completed with the hospitality industry (for food and alcohol) and Invercargill City Council (who provide contract support). The team are now analysing the survey data, will compile trends and identify strengths and opportunities for improvement.
- The Administration Team have initiated sending out a regular newsletter to food operators to share industry updates and reminders.
- Submissions were made for the Ministry of Regulation Hospitality Review, for food and alcohol.
- MPI sent a thank you for the ongoing support of the Food Act 2014 including the successful implementation of the Food Business Levy.

Statistics

District Licensing Committee

Licensing activity since the last Regulatory and Policy Committee meeting has resulted in the issuing of the following:

From 1 April – 8 June 2026

23	Special Licenses
2	Managers
4	On/Off/Club

Food Licensing

Processing of food licensing within statutory timeframes is 100%.

Land Information Memorandum (LIM)

LIM activity since the last Regulatory and Policy Committee meeting has resulted in the issuing of the following LIMs:

Month	Number of LIMS	% issued within timeframe
April	28	100%
May	41	100%
June	5 (so far)	100%

5 Building Control Team

- The Building Control Team continues to receive positive feedback from customers regarding Objective Build and remote inspections.
- The team are supported by contractors for processing and inspections, which supports us in maintaining high levels of compliance with our statutory timeframes, which are generally at 100% or 94% at the lowest.
- The Building Team had a special assessment (were audited on our Quality Assurance processes) by IANZ. The activity received 10 general non-compliances (no serious non-compliances), and we have submitted an action plan to show how we are going to resolve the non-compliances. A revisit from IANZ in mid-April, saw 8 of these general non-compliances cleared with 9 additional general non-compliances being added as they have now completed an audit across all the required regulations, a number of these are minor and will easily be addressed. IANZ have accepted the action plan, and the department is working on creating a body of evidence to prove implementation.

Statistics

Building Consents Issued from April 2026 – May 2026

Global Report

from: 2026-01-01

to: 2026-12-31

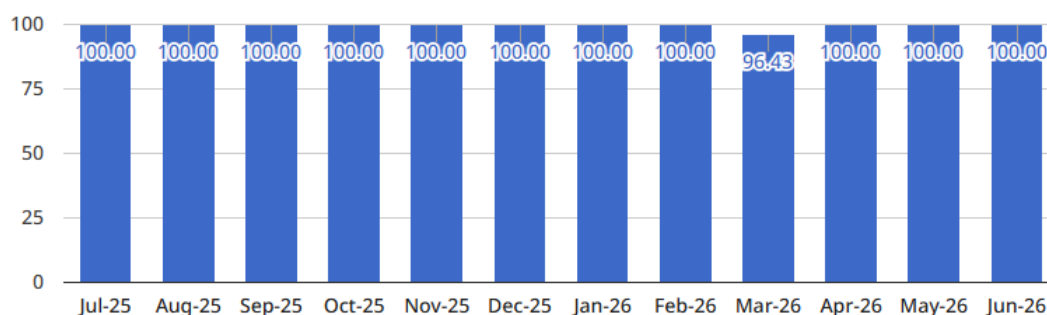
Select Dates

Results from a cache last updated on: 11/06/2026 at 05:00:28

	Apr-2026						May-2026						Jun-2026					
Building Consents and PIM Only	1-5	6-12	13-19	20-26	27-30	total	1-3	4-10	11-17	18-24	25-31	total	1-7	8-14	15-21	22-28	29-30	total
Building Consent Amendments Lodged (Vetting complete)	0	1	0	1	0	2	0	1	3	0	0	4	1	1	0	0	0	2
BC Apps Lodged (Vetting complete)	3	9	13	10	7	42	2	15	2	10	11	40	6	8	0	0	0	14
PIM Only Apps Lodged (Vetting complete)	0	0	1	1	0	2	0	0	0	0	0	0	0	0	0	0	0	0
Total	3	10	14	12	7	46	2	16	5	10	11	44	7	9	0	0	0	16
Apps resulting from Natural Disasters	0	0	0	0	0	0	0	1	0	0	0	1	1	0	0	0	0	1
Apps issued/refused/withdrawn	7	8	10	17	6	48	0	9	14	16	15	54	11	3	0	0	0	14
Building Consents granted / issued (excluding Amendments)	6	7	9	13	6	41	0	9	11	15	14	49	8	1	0	0	0	9
Building Consents granted / issued (including Amendments)	7	8	9	17	6	47	0	9	12	16	15	52	10	1	0	0	0	11
Building Consents granted / issued (including Amendments) within 20 Stat days	7	8	9	16	6	46	0	8	12	15	14	49	10	1	0	0	0	11
Percentage	100%	100%	100%	94.1%	100%	97.9%	0%	88.9%	100%	93.8%	93.3%	94.2%	100%	100%	0%	0%	0%	100%

CCC issued from April 25 to May 2026 within Statutory Timeframes

% CCC Decision Within 20 Stat Days
Monthly for All Building Types and All Complexities



6 Planning Team

- The Planning Team continues to maintain 100% for processing resource consents within statutory timeframes for the financial year.

Collaboration with other organisations

- Olivia Dickson attended the Planning Managers Hui in Dunedin at the new Otago Regional Council Building on 26 May 2026 to continue work in relation to the Otago Spatial Planning amongst the RMA reforms.
- Olivia Dickson, James Allison and Sean Braid met with Vincent and Alana from Leith Contracting in relation to a mammal pest management plan for the Catlins Catchment and will continue to assist where able to support these efforts.

Statistics and Service Requests

Consent activity since the last Regulatory and Community Committee until 10 June 2026 has involved all applications being **granted within statutory timeframes**. Two consents were subject to a Section 37 extension of timeframes.

Resource consents received since 20 April 2026 – 10 June 2026:

- Land Use Consents – 5
- Subdivision Consents – 4
- Combined Land Use/Subdivision – 2
- Other (87BB, Right of Way, Cert of compliance) – 1
- s226s (title separation) – 0
- Outline Plan Waivers – 0
- S223/224 Certifications Combined – 4
- S223 Survey Plan – 0
- S224 Completion Approval – 0
- Forestry notices (afforestation) – 17
- Forestry notices (quarrying) – 0
- Forestry notices (harvesting) – 16

Service Requests since 20 April 2026 – 10 June 2026:

Service Request Type	Number of Service requests	KPI completed within timeframe Percentage
Planning Enquiries	76	100%
After Hours (Noise Control)	13	100%
General (Noise Control)	12	100%
Other	0	-

Resource Consents Granted Since 20 April 2026 – 10 June 2026

RC No	Sub Type	Description	RC Granted Days
APP266	Subdivision Consent	Undertake a six-lot subdivision,	17
APP2617	Land Use Consent	Undertake approximately 3,700m3 of earthworks	11
APP2624	Subdivision Consent	Undertake a two-lot subdivision	12
APP2632	Subdivision Consent	Boundary Adjustment	19
APP2633	Subdivision Consent	2-Lot Rural Subdivision	14
APP2634	Subdivision Consent	Undertake a three-lot subdivision	19
APP2635	Land Use Consent	Establish a 2-bay farm building	9
APP2646	Land Use Consent	Relocated Dwelling	14
RM3032	Subdivision Consent	To undertake a boundary adjustment subdivision between the two sites at 49 Waiholā Highway and 51 Waiholā Highway.	13
APP2628	Land Use Consent	Erect wind mast to collect data for potential windfarm	26
APP2629	Land Use Consent	Erect wind mast to collect data for potential windfarm	29
APP2642	Land Use Consent	Erect an accessory building that is 4.6 metre at its highest point	20
APP2647	Subdivision Consent	Cancellation of Amalgamation	20
APP2648	Combined Land Use & Subdivision	Subdivision and land use	20

Clutha District Council

Item for DECISION

Report	Reasons to Move to Public Excluded Session
Meeting Date	25 June 2026
Item Number	17
Prepared By	Steve Hill – Chief Executive
File Reference	1030681

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 Council receives the 'Reasons to Move to Public Excluded Session' report.
2. 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
Contract 858 – Reseal and Pre-seal Repair 2023-2026	The information contained in the report is commercially sensitive.	A2(b) Protect information where the making available of the information would: Disclose a trade secret; or Be likely unreasonably to prejudice the commercial position of the person who supplied it or who is the subject of the information.
Milton State Highway 1 Pipeline Renewals Update	The information contained in the report is commercially sensitive.	A2(b) Protect information where the making available of the information would:

		Disclose a trade secret; or Be likely unreasonably to prejudice the commercial position of the person who supplied it or who is the subject of the information.
Public Excluded Council Minutes - 28 May 2026 Matters dealt with in these minutes: • Mt Cooe Procurement Strategy • Wastewater Treatment Plant Update	The information contained in the report is commercially sensitive. To enable elected members to be updated regarding legal processes.	The specific provisions of the Act that relate to these minutes can be found in the open minutes of the Council meeting held on 28 May 2026.
Public Excluded Risk & Assurance Committee Minutes – 11 June 2026 Matters dealt with in these minutes: • North Milton State Highway 1 Pipeline Renewals Report • 2026 Deloitte Audit Proposal and Planning Report	The information contained in the report is commercially sensitive. The information contained in the report and appendices is subject to an obligation of confidence which would prejudice the supply of information from Deloitte if made public.	The specific provisions of the Act that relate to these minutes can be found in the open minutes of the Risk & Assurance Committee meeting held on 11 June 2026.

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.

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.
 - (ba) 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, or to avoid the disclosure of the location of waahi tapu; or
 - (c) 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.
 - (d) Avoid prejudice to measures protecting the health or safety of members of the public; or
 - (e) Avoid prejudice to measures that prevent or mitigate material loss to members of the public; or
 - (f) Maintain the effective conduct of public affairs through –the protection of such members, officers, employees, and persons from improper pressure or harassment; or
 - (g) Maintain legal professional privilege; or
 - (h) Enable any Council holding the information to carry out, without prejudice or disadvantage, commercial activities; or
 - (i) Enable any Council holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations); or

- (j) Prevent the disclosure or use of official information for improper gain or improper advantage.

See s.7 LGOIMA 1987.

Where A2 of this Appendix applies the public may be excluded unless, in the circumstances of a particular case, the exclusion of the public is outweighed by other considerations which render it desirable and in the public interest, that the public is not 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.
 - 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
 - iii. Proceedings of a local authority exist in relation to any application or objection under the Marine Farming Act 1971.

See s. 48 LGOIMA.

48 Right of local authorities to exclude public

- (1) Subject to subsection (3), a local authority may by resolution exclude the public from the whole or any part of the proceedings of any meeting only on 1 or more of the following grounds:
 - (a) 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 for which good reason for withholding would exist,—
 - (i) where the local authority is named or specified in [Schedule 1](#), under [section 6](#) or [section 7](#) (except section 7(2)(f)(i)):
 - (ii) where the local authority is named or specified in [Schedule 2](#) of this Act, under [section 6](#) or [section 7](#) or [section 9](#) (except section 9(2)(g)(i)) of the Official Information Act 1982:
 - (b) 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—
 - (i) be contrary to the provisions of a specified enactment; or
 - (ii) constitute contempt of court or of the House of Representatives:

- (c) that the purpose of the whole or the relevant part of the proceedings of the meeting is to consider a recommendation made to that local authority by an Ombudsman under [section 30\(1\)](#) or [section 38\(3\)](#) of this Act (in the case of a local authority named or specified in [Schedule 1](#)) or under [section 30\(1\)](#) or [section 35\(2\)](#) of the Official Information Act 1982 (in the case of a local authority named or specified in [Schedule 2](#) of this Act):
- (d) that the exclusion of the public from the whole or the relevant part of the proceedings of the meeting is necessary to enable the local authority to deliberate in private on its decision or recommendation in any proceedings to which this paragraph applies.

See s. 48 LGOIMA.