

MEETING OF THE

Clutha District Council

20 August 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 20 August 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 20 August 2026

APOLOGIES

None advised at the time of printing this agenda.

DECLARATIONS OF INTEREST

None advised at the time of printing this agenda.

PUBLIC FORUM

- Dunedin Tracks & Trails Trust

Item	Page #	Title
1	5	Electoral Decisions <i>(For Council's Decision)</i> Report asks Council to decide on voting systems, Māori ward options and an 'early' review of representation arrangements for the 2028 elections rather than 2031 which is the current requirement.
2	8	Roading Operations Financial Carry Forwards for 2025/26 <i>(For Council's Decision)</i> Report seeks Council approval for proposed carry forwards and transfer of funds into 2026/27 to continue work programmes.
3	11	Land Transport Procurement Strategy Report <i>(For Council's Decision)</i> Report asks Council to adopt the CDC Land Transport Procurement Strategy 2026-2029.
4	39	Catlins Dark Sky Reserve Report <i>(For Council's Decision)</i> Report asks Council to provide a letter of support for the Catlins Dark Sky initiative to achieve international Dark Sky status.
5	43	Residents Survey 2026 <i>(For Council's Decision)</i> Report presents the Resident Satisfaction Survey for 2025/26.
6	105	Risk & Assurance Committee Recommendations <i>(For Council's Decision)</i> Report presents recommendations made by the Risk & Assurance Committee at their meeting on 23 July 2026.
7	106	Proposed Council Meeting Dates 2027 <i>(For Council's Confirmation)</i>

		Report presents the proposed meeting dates for 2027 for confirmation.
8	109	Confirmation of Council Minutes <i>(For Council's Confirmation)</i> Minutes of the Council Meetings held on 23 July and 30 July 2026.
9	127	Risk & Assurance Committee Minutes <i>(For Council's Information)</i> Minutes of the Risk & Assurance Committee Meeting held on 23 July 2026.
10	140	Youth Council Minutes <i>(For Council's Information)</i> Minutes of the Youth Council meeting held on 27 July 2026.
11	146	Organisational Performance Improvement Update <i>(For Council's Information)</i> Report presents the June-December organisational performance updates.
12	152	ALGIM Information Management Maturity Assessment Report <i>(For Council's Information)</i> Report presents the results of a pilot benchmarking exercise undertaken by ALGIM (Association of Local Government Information Management).
13	163	Mayoral Report <i>(For Council's Information)</i>
14	165	Chief Executive's Report <i>(For Council's Information)</i>
15	167	Community Services Department Update <i>(For Council's Information)</i> Report provides an overview of activities within the Department.
16	190	Finance & Policy Department Update <i>(For Council's Information)</i> Report provides an overview of activities within the Department.
17	198	Regulatory Department Update <i>(For Council's Information)</i> Report provides an overview of activities within the Department.
18	203	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	Electoral Decisions
Meeting Date	20 August 2026
Item Number	1
Prepared By	Peter Stafford - Strategic Planning and Policy Manager Dale Ofoske - Principal Electoral Officer, Election Services
File Reference	1045020

REPORT SUMMARY

The Local Electoral Act 2001 provides for Council in 2026 to consider for the 2028 election (i) the electoral system to be used, (ii) whether Māori wards should be introduced and (iii) and whether a representation arrangements review be undertaken.

The need for a representation review is optional for the 2028 election except in the case where Council decides to establish Māori wards, in which case it is compulsory. The next representation review is currently due in 2030 for the 2031 election, being six years after the review conducted by CDC in 2024 for the 2025 election.

Despite the Simplifying Local Government/Head Start programme, these issues are still required to be considered by CDC under current legislation.

RECOMMENDATIONS

- 1 That Council receives the 'Electoral Decisions' report.

Electoral system for 2028 election

- 2 That pursuant to section 27 of the Local Electoral Act 2001 Council resolves by 12 September 2026 for the 2028 Clutha District Council triennial election to either:
 - a. retain the First Past the Post electoral system; or
 - b. change to the Single Transferable Voting electoral system; or
 - c. undertake a poll of electors on the electoral system to be used for the 2028 and 2031 triennial elections.
- 3 That Council gives public notice by 19 September 2026 of the decision and of the right of electors to demand a poll on the electoral system to be used for the 2028 and 2031 triennial elections.

Māori Wards for 2028 election

- 4 That pursuant to section 19Z of the Local Electoral Act 2001 Council resolves by 12 September 2026 for the 2028 triennial election to either:
 - a. retain the status quo by resolving not to establish one or more Māori wards; or
 - b. establish one or more Māori wards for the 2028 and 2031 triennial elections, in which case, as required by the Local Electoral Act 2001, Council agrees to also conduct a representation review for the 2028 triennial election; or
 - c. undertake a poll of electors on whether one or more Māori wards be established for the 2028 and 2031 triennial elections.
- 5 That should Council resolve to establish one or more Māori wards, public notice be given by 19 September 2026 of the decision and of the right of electors to demand a poll on whether one or more Māori wards are established for the 2028 and 2031 triennial elections.

Representational Review for 2028 election

- 6 That Council notes undertaking a Representational Review for the 2028 election is optional unless Council intends to establish one or more Maori wards (see Recommendation 4 b) in which case a review is compulsory.
- 7 Subject to Recommendation 6 and 4b in relation to the 2028 election, Council agrees to
 - a. Not undertake the option of conducting a Representational Review in which a public notice is not required OR
 - b. Undertake a Representational Review pursuant to Part 1A of the Local Electoral Act 2001 where an initial proposal is required no earlier than 20 December 2026 and no later than 31 July 2027.

REPORT

1. Legal Considerations

Council was briefed on the above Electoral System requirements and potential implication of future government reforms by Election Services at a public workshop on 30 July 2026 (Agenda Item 5).

2. Consultation - Māori wards for 2028 election

Council will be briefed by staff on the outcomes with Iwi at the Council meeting.

3. Financial Impacts

Māori wards

Option 1: Advertising and consultancy costs above current budgets to enable the establishment of one or more Māori wards for the 2028 election would be approximately \$5,000 - \$10,000.

Option 2: No additional budgets would be required for not establishing one or more Māori wards.

Costs for a non-binding stand-alone referendum in the future would be approximately \$42,500, or approximately \$3,500 for a referendum held in conjunction with the 2028 election.

Representational Review for 2028 Election

Costs for a Representational Review in 2027 for the 2028 election are estimated be \$29,000 comprising \$18,000 contractors and \$11,000 staff.

4. Policy Considerations

Not applicable

Clutha District Council

Item for DECISION

Report	Roading Operations Financial Carry Forwards for 2025/26
Meeting Date	20 August 2026
Item Number	2
Prepared By	Sean Braid – Operations Manager Infrastructure Strategy & Delivery
File Reference	1030584

REPORT SUMMARY

This report identifies the remaining operational budgets and proposes that Council confirms they be carried forward.

RECOMMENDATIONS

1. **That Council receives the ‘Roothing Operations Financial Carry Forwards for 2025/26’ report.**
2. **That Council approves/does not approve the Roothing Operations Carry Forwards for 2025/26.**

REPORT

1 Background

Each year, Council undertakes budgeting and forecasting for its Road Maintenance, Line Marking, and Street Lighting contracts. These contracts are at different stages of their current terms. Road Maintenance and Line Marking are 5 + 5-year contracts and are currently in year 4 of the initial term. The Street Lighting contract is currently in year 4 of a contract period of up to 7 years.

Council is currently in year 3 of 3 of both Clutha District Council’s Long-Term Plan (LTP) period and New Zealand Transport Agency’s National Land Transport (NLTP) funding period.

As part of normal programme and delivery, budget carry forwards are often required to align expenditure with district priorities, contractual requirements and forward work programmes.

This report identifies the budgets proposed for carry forwards and seeks Council approval to transfer these funds into fiscal year 26/27 to continue our work programmes.

2 Discussion

2.1 Roothing Operations Carry Forward

The identified roading budgets below are structured around New Zealand Transport Agency's work categories. These budgets are co funded, 67% New Zealand Transport Agency and 33% Clutha District Council. Included in this carry over request is an additional \$250k (inclusive of Council's local share of \$83k) offered by the New Zealand Transport Agency to which we have funded our local share from the deferred transport fund, \$130k was allocated to WC111 – Sealed Pavement Maintenance , \$20k to WC212 – Sealed Road Resurfacing and \$100k WC213 – Drainage Renewals.

It is expected that all our allocated 3-year Long Term Plan/National Land Transport Programme budgets will be exhausted in 2026/2027 fiscal year.

It should be noted that some New Zealand Transport Agency work categories have shared budgets between capital and operations, the below identified carry overs are confined to roading operations budgets and in general exclude capital budgets unless they are shared budgets.

CDC Transportation carry forwards 2025/26	
Work Category	2025/26 Carry Forward
WC111 - Sealed Pavement Maintenance	\$ 556,028
WC112 - Unsealed Pavement Maintenance	\$ 299,562
WC113 - Routine Drainage Maintenance	\$ 426,222
WC131 - Network and Asset Management	\$ 10,009
WC211 - Unsealed Road Metalling	\$ -
WC213 - Drainage Renewals	\$ 188,613
WC114 - Structures Maintenance	\$ 351,639
WC121 - Environmental Maintenance	\$ 56,865
WC122 - Network Service Maintenance	\$ -
WC222 - Traffic Services Renewals	\$ -
WC125 - Footpath Maintenance	\$ -
WC432 - Road Safety Promotion	\$ 63,579
WC151- Network and Asset Management	\$ 248,280
WC141 - Emergency Works	\$ 727,763
Total	\$ 2,928,558

3 Strategic Goals and Outcomes

3.1 Community Outcomes

- Connected and Collaborative

3.2 Key Priority Areas

- Invest in Infrastructure

4 Assessment of Options

Not Applicable

5 Consultation

Not Applicable

6 Iwi Consultation

Not Applicable

7 Policy Considerations

Not Applicable

8 Legal Considerations

Not Applicable

9 Financial Impact

No additional funding is required, already budgeted in the current Long-Term Plan

10 References – Tabled/Agenda Attachments

Not Applicable

Clutha District Council

Item for DECISION

Report	CDC Land Transport Procurement Strategy
Meeting Date	20 August 2026
Item Number	3
Prepared By	Kristina Higgins – Procurement Officer
File Reference	1040455

REPORT SUMMARY

The purpose of the report is to obtain approval to adopt the Clutha District Council's Land Transport Procurement Strategy 2026 – 2029.

RECOMMENDATIONS

- 1. That Council receives the Clutha District Council Land Transport Procurement Strategy 2026-2029 report.**
- 2. That Council adopts the Clutha District Council Land Transport Procurement Strategy 2026-2029 Document.**

REPORT

1 Background

NZ Transport Agency (NZTA) funds the Clutha District Council's (the Council) land transport activity through its National Land Transport Programme (NLTP).

Clutha District Council is responsible for the management and maintenance of 2,938km of roads and associated infrastructure.

Section 25 of the Land Transport Management Act 2003 (LTMA) states that an approved organisation must have procurement procedures that are designed to obtain the best value for money spent. Council's principle of best value for money in the context of procurement as embodied in its organisation-wide procurement policy is consistent with the LTMA concept.

Section 20 of the LTMA provides for the funding of land transport activities. Council, through its Infrastructure Strategy Business Unit, receives NZTA funding subsidies for many of its land transport activities. Approved organisations that receive funding from NZTA are required to provide:

- A land transport procurement strategy that documents an approved organisation's long-term integrated approach to the procurement of transport sector activities that are funded under Section 20 of the LTMA.
- The procurement strategy will enable Council to comply with the procurement procedures for infrastructure, planning and advice, set out in the NZTA Procurement Manual - Amendment 6.

2 Strategic Goals and Outcomes

Community Outcomes:

- Connected and Collaborative
- Healthy Sustainable Environment
- Vibrant Rural Towns and Communities via our Roothing Network

Key Priority Areas:

- Invest in Infrastructure
- Reducing Our Environmental Footprint
- Addressing Climate Change
- Jobs are Filled.

3 Assessment of Options

The Land Transport Procurement Strategy 2026 – 2029 (the Strategy) replaces the Land Transport Procurement Strategy 2023-2026 endorsed by NZTA on 12 May 2023. The Strategy enables Council to comply with the procurement procedures for infrastructure, planning and advice set out in the NZTA Procurement Manual, and to align with Government Procurement Rules and good practice.

Significant changes since the previous strategy include the establishment of a Professional Services Supplier Panel with an anchor consultant and 4 support consultants. The Roothing Network Maintenance and the Line Marking term service contracts entered on 1 July 2022 on a 5+5-year basis and are currently in their last year of the initial 5 year contract, Council intends to extend the contract for the second 5-year term. CDC consulted NZTA and NZTA has no objection to this, subject to Council approval.

Council continues to align its procurement to NZTA's Broader Outcomes, with a focus on supporting local industry, workforce development and environmental performance.

4 Consultation

Since CDC Land Transport Procurement Strategy 2023 – 2026 expired 10 May 2026, and during the entire time of this document creation, Council has been in full consultation with our funders, NZTA to ensure that we meet all their necessary requirements.

At the time of writing this Report, NZTA Strategic Procurement Lead has forwarded the Strategy to NZTA Acting Head of Procurement for endorsement. The NZTA Strategic Procurement Lead does not anticipate any problems with the endorsement and has therefore suggested the Strategy be presented to Council for approval as this will enable

Roading Operations projects to proceed with the extension of contract proposals, ensuring continuity of maintenance works in the network.

No public consultation was required.

5 Policy Considerations

Clutha District Council's definition of procurement is detailed in the Council's 2019-21 Procurement Strategy:

[PROCUREMENT Strategy 2019-21 \(cluthadc.govt.nz\)](https://www.cluthadc.govt.nz/procurement-strategy-2019-21)

It covers all aspects of acquiring and delivering goods, services and works (both refurbishment and new construction), for all Council activities. It starts with identifying the need and finishes with either the conclusion of a service contract or the end of the useful life and disposal of the asset. Procurement also includes the contract and relationship management with chosen suppliers. Collectively, this is what is referred to as the procurement lifecycle.

Council receives land transport funding from external sources like New Zealand Transport Agency, Ministry of Business, Innovation and Employment (MBIE) and from its residents through rates. During the term of this Strategy (2026 – 2029) \$67.5m of transportation projects will be procured to market, subject to Council approval.

6 Legal Considerations

There are existing legislative requirements surrounding procurement including:

- Section 14 of the Local Government Act 2002 amended in 2012 which details procurement principles.
- Section 25 of the LTMA states that Council must have procurement procedures that are designed to obtain the best value for money spent.
- Section 17a of the Local Government Act 2002 amended in 2012.

7 Financial Impact

Approving the Land Transport Procurement Strategy will align Council to NZTA's procurement strategy. Therefore, ensuring future funding partnerships with NZTA and Ministry of Business, Innovation and Employment (MBIE).

There is no impact to current LTP budgets.

8 Attachments

Clutha District Council Land Transport Procurement Strategy 2026 -2029



Clutha District Council

Land Transport Procurement Strategy

2026 – 2029

Mfiles ID: 1021356

Stage	Person	Date
Prepared by	Titus Naidoo Team Leader Transportation Asset Management	May 2026
Submitted to NZ Transport Agency for formal assessment	Dean Hollis	22 June 2026
Amended/updated as per initial comments from NZTA	Kristina Higgins Procurement Officer	8 July 2026
Recommended by	Donna McArthur Group Manager – Infrastructure Strategy & Delivery	
Endorsed by NZTA	Dean Hollis	
Adopted by Chief Executive	Steven Hill	

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1.0 Executive Summary

NZ Transport Agency (NZTA) funds Clutha District Council's (Council's) land transport activity through the National Land Transport Programme (NLTP). Council is responsible for the management and maintenance of approximately 2938 kilometres of local road network, made up of 863km of sealed roads and 2075km of unsealed roads, together with associated bridges, structures, footpaths, drainage and street lighting.

Section 25 of the Land Transport Management Act 2003 (LTMA) requires that an approved organisation has procurement procedures designed to obtain the best value for money spent. Council's principle of best value for money, as embodied in its organisation-wide procurement policy, is consistent with the LTMA concept.

This Land Transport Procurement Strategy (the Strategy) sets out Council's long-term integrated approach to the procurement of transport sector activities funded under section 20 of the LTMA. It replaces the Land Transport Procurement Strategy 2023-2026 endorsed by NZTA on 12 May 2023, which expires on 10 May 2026. The Strategy enables Council to comply with the procurement procedures for infrastructure, planning and advice set out in the NZTA Procurement Manual, and to align with Government Procurement Rules and good practice.

Significant changes since the previous strategy

- Council has established a Professional Services Supplier Panel led by Beca as the anchor consultant, with a small number of sub-consultants. This replaces the previous arrangement under which Stantec held a sole-provider Network Professional Services contract for the Clutha District.
- The Road Network Maintenance term service contract held with SouthRoads Ltd, entered on 1 July 2022 on a 5+5-year basis, is approaching the end of its initial 5-year term. Council intends to extend the contract for the second 5-year term, NZTA has no objection to this, subject to Council approval.
- The Line Marking term service contract held with Fulton Hogan, entered on 1 July 2022 on a 5+5-year basis, is approaching the end of its initial 5-year term. Council intends to extend the contract for the second 5-year term, NZTA has no objection to this, subject to Council approval.
- The strategy incorporates findings and recommendations from the November 2025 NZTA procedural audit, including the requirement to obtain formal NZTA approval for the Professional Services Supplier Panel as an advanced procurement procedure.
- Council continues to align its procurement to NZTA's Broader Outcomes, with a focus on supporting local industry, workforce development and environmental performance.

NZTA approvals already in place

The following approvals were granted under the 2023-2026 strategy and remain relevant to the arrangements covered by this strategy:

- Continued use of in-house professional services in accordance with section 26 of the LTMA.

- Acknowledgement of the 5+5-year Road Network Maintenance term service contract with SouthRoads Ltd, with the requirement that NZTA are notified of the term extension subject to Council approval.
- Acknowledgement of the 5+5-year Line Marking term service contract with Fulton Hogan, with the requirement that NZTA are notified of the term extension subject to Council approval.

NZTA approvals sought through this Strategy

Council seeks the following NZTA decisions through endorsement of this Strategy:

1. Endorsement of the Land Transport Procurement Strategy 2026-2029 in terms of section 10.4 of the NZTA Procurement Manual.
2. Approval of the Professional Services Supplier Panel as an advanced procurement procedure under section 10.5 of the NZTA Procurement Manual. NZTA confirmed in correspondence dated 4 March 2026 that it does not have any serious concerns with the panel arrangements following review of the supporting documentation and recommended that formal approval be sought as part of the 2026 endorsement process.
3. Continued approval of the use of in-house professional services by Council in accordance with section 26 of the LTMA.

Council is to formally document the methodology and justification for the in-house professional services administration fee and staff multiplier, as recommended by the November 2025 procedural audit. This work will be completed and presented to NZTA for approval prior to the 2027-2030 NLTP period.

Recommendation

It is recommended that NZTA:

1. Endorses the long-term programme-wide procurement strategy for Clutha District Council titled Land Transport Procurement Strategy 2026-2029, covering land transport activities funded in partnership between NZTA and Council, in terms of section 10.4 of the NZTA Procurement Manual.
2. Approves the Professional Services Supplier Panel as an advanced procurement procedure under section 10.5 of the NZTA Procurement Manual.
3. Approves the continued use of in-house professional services by Clutha District Council in accordance with section 26 of the LTMA.

It is recommended that Clutha District Council:

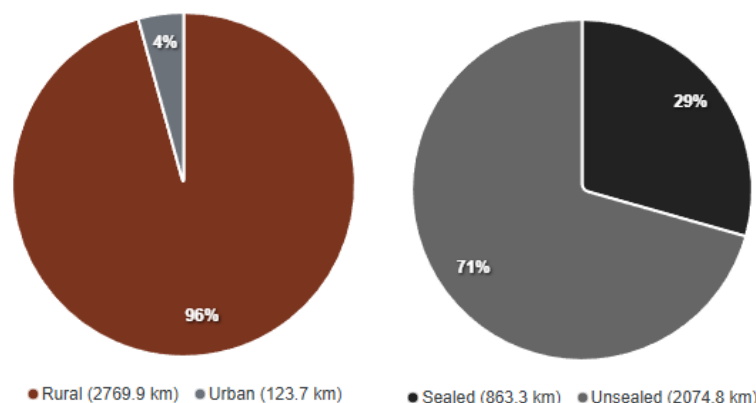
- Adopts the Land Transport Procurement Strategy 2026-2029 as its procurement strategy for land transport activities.
- Submits the Strategy to NZTA for endorsement prior to the expiry of the current strategy on 10 May 2026.
- Completes the documented methodology and justification for the in-house professional services administration fee and staff multiplier prior to the 2027-2030 NLTP period.

2.0 Strategic Considerations

This section sets out the internal and external factors that influence the strategic approach to procurement, including the operating context, the legislative and regulatory framework, Council's strategic intent, the funded programme of work and the supplier market.

Context and the Network

Clutha District covers approximately 6400 square kilometres in South Otago. The land transport network is large in extent relative to the rated population, and the great majority of vehicle kilometres travelled occur on a small proportion of the network. The network includes 863km of sealed roads, 2075km of unsealed roads, 362 bridges and major culverts, 37 stock underpasses, footpaths, kerb and channel, drainage assets and street lighting in townships.



The district is largely rural and supports primary industry, including dairy, sheep and beef and forestry. Heavy vehicle use varies significantly across the network and is concentrated on a smaller subset of strategic routes. The remainder of the network is low-volume and supports rural land use and community access. Climate exposure is significant on coastal and elevated routes, with periodic weather events triggering emergency response.

The geographic spread of the network and the dispersed population create particular procurement considerations. The pool of suppliers with local presence, plant and capability to deliver maintenance and capital works in the district is limited. This shapes Council's preference for term-based supply arrangements that support continuity, local presence and a stable contractor workforce.

Legislative Context

Procurement of land transport activities is undertaken in accordance with the following legislation and rules:

- Section 25 of the Land Transport Management Act 2003 (LTMA), which requires that approved organisations have procurement procedures designed to obtain the best value for money spent.
- Section 20 of the LTMA, which provides for the funding of land transport activities through the National Land Transport Fund.
- Section 26 of the LTMA, which permits in-house professional services, where approved by NZTA.
- Section 14 of the Local Government Act 2002, which sets out the principles governing local authority decision-making.

- Section 17A of the Local Government Act 2002, which requires periodic review of the cost-effectiveness of service delivery arrangements.
- The NZTA Procurement Manual, including the rules and approval requirements relevant to procurement strategies, advanced procurement procedures, contract terms and supplier selection methods.
- New Zealand Government Procurement Rules and the Government Procurement Charter.

Council last completed a section 17A service delivery review of its roading maintenance activity in September 2021, at which point it resolved that the potential benefits of undertaking a full review at that time did not justify the cost of doing so. Council will keep the timing of the next section 17A review under consideration during the term of this Strategy, including any implications arising from the local government reform programme.

Council Strategic Intent and Capability

Council's vision is that Clutha is a great place to live, work and play. Land transport procurement supports this vision by enabling delivery of a safe, fit-for-purpose roading network at a cost that is sustainable for the rated community. Council's Long-Term Plan, Infrastructure Strategy and Activity Management Plan set out the levels of service, asset management programmes and investment priorities that drive the procurement programme.



Clutha District Council – Living & Working Strategy

Procurement is delivered by Council's Infrastructure Strategy and Delivery group, which includes asset management, contracts, capital delivery and operations functions. The team holds the qualifications and experience required to manage NZTA-funded procurement, while engaging with professional consultants with approved TET qualifications to lead the panel of evaluators for projects above the relevant value threshold. Council has recently moved to recruit a dedicated Procurement Officer to

support consistent application of procurement procedures in projects, including land transport with plans for the role to transition and assist procurement across the organisation.

Council uses in-house professional services for activities including network and asset management, planning, programme development, contract management and project oversight. In-house delivery is supplemented by professional services purchased through the Professional Services Panel and other arrangements as set out in section 3.

Programme and Funding

Council's land transport activities are funded through a combination of NZTA financial assistance and locally collected rates. The 2024-2027 NLTP provides a budgeted programme value of approximately \$40.5 million in *NZTA investment* for Council's land transport activities. Council is currently developing the 2027-2030 NLTP submission as part of the Activity Management Plan 2027-2030, which will set the programme that the latter part of this Strategy will procure to market.

The land transport programme covers the following activity areas:

- Maintenance, operations and renewals of the local roading network.
- Sealed road resurfacing and pre-seal repairs.
- Pavement rehabilitation.
- Bridges and structures, including replacement and renewals.
- Drainage renewals.
- Low-cost low-risk improvements (*Local Roads*).
- Footpath maintenance and renewals.
- Street light maintenance and renewals.
- Emergency works arising from significant weather events.
- Road safety promotion.
- Professional services supporting the above activities.

The Market

The supplier market relevant to Council operates across Otago and Southland. The maintenance and physical works market is concentrated, with a small number of contractors holding the local depot footprint, plant and workforce required to deliver to the scale of the Clutha network. SouthRoads Ltd has the maintenance contract for network maintenance and pavement rehabilitation, Fulton Hogan has the maintenance contract for reseals and pre-seal repairs and the line marking, and Network Electrical Services Ltd has the street lighting maintenance contract. Other civil contractors are able to tender for short term capital projects that include bridge replacements, renewals, slip remediation and other improvement projects.

The professional services market for transport infrastructure is national in nature. The previous arrangement with Stantec, which had been in place since 1997, provided a single-supplier service across all professional services categories. Council has moved to a panel arrangement to broaden access to specialist capability, manage workload peaks and improve commercial tension. The Professional Services Supplier Panel is made up of five consultant businesses, with Beca as the anchor consultant

and support consultants Fluent Solutions, Bonisch, GHD Consultants and Stantec. There are a small number of sub-consultants who provide complementary specialist capability when the Panel has resourcing constraints including WSP NZ, DCL Consulting, DS Projects, Savills and Coles Consulting.

Council recognises that supplier capacity is a constraint shared with neighbouring approved organisations and NZTA. Procurement timing, packaging and contract terms have all been considered to support a sustainable supplier market across the region. The arrangements set out in this Strategy are intended to maintain a degree of contestability while avoiding overlapping or competing tender programmes that would place avoidable pressure on a small supplier pool.

Existing Procurement Strategy and Audit Findings

The 2023-2026 Strategy was endorsed by NZTA on 12 May 2023 and is published on Council's website. The endorsement included approval of the continued use of in-house professional services under section 26 of the LTMA, approval of the continued variation allowing a six-year (3+1+1+1) term for the Network Professional Services contract, and acknowledgement of the 5+5-year Road Network Maintenance contract term subject to a Year 4 approval check.

The November 2025 NZTA procedural audit (Report RABRI-2511) gave an overall rating of *Some Improvement Needed*. The findings most relevant to this Strategy are summarised below, together with the action being taken:

Audit finding	Action being taken
Professional Services Supplier Panel established without prior NZTA approval as required under section 10.5 of the Procurement Manual.	Formal approval sought through endorsement of this Strategy. NZTA correspondence of 4 March 2026 confirmed no serious concerns with the panel arrangements.
In-house professional services administration fee (5%) and staff multiplier (2.3%) lack a documented methodology and justification.	Council to develop and document a methodology and present to NZTA for approval prior to the 2027-2030 NLTP period.
Conflict of Interest declarations not consistently completed across procurement activities.	Standard COI template and reminder process implemented. To be applied across all financially assisted procurement activities.
Notification of evaluation outcomes did not consistently meet minimum requirements under section 5.5 of the Procurement Manual.	Updated award and decline letter templates in use across all procurement activities.
Low-Cost Low Risk template list not updated by 31 August each year as required by the funding condition.	Annual update to be completed before August each year as part of the closeout cycle.

Audit finding	Action being taken
Safe System Audit reports and exemptions not consistently signed off.	Procedure being implemented to ensure all Safe System Audit reports and exemptions are completed and closed out.

3.0 Strategic Approach

Procurement Policy and Best Value for Money

Council's organisation-wide procurement policy applies to all goods, services and works acquired by Council. Land transport procurement applies that policy together with the additional requirements of the NZTA Procurement Manual. Procurement covers the full lifecycle from identifying the need through to the conclusion of a service contract or end of useful life and disposal of the asset, including contract and relationship management.

Council adopts the definition of best value for money set out in the NZTA Procurement Manual, being the most effective combination of cost, quality, benefit and risk to meet a requirement. In this context:

- Cost means all expenditure and resources required over the life of the asset or contract.
- Quality means the extent that a specification, performance level or safety standard is met.
- Benefit means outcomes, results and impacts, and may include disbenefits.
- Risk means the degree of certainty of cost, quality and benefit.

Council assesses best value for money over the whole-of-life of the asset or service, taking into account the cost of the procurement process itself and the maturity and capacity of the supplier market. Long-term service contracts are favoured for activities where continuity of plant, workforce and local knowledge contributes to value, while shorter and project-specific procurement is used where contestability is more readily available and risk is more easily defined.

Broader Outcomes

Council aligns its procurement to the four Broader Outcome areas identified by NZTA. The intent is consistent with the approach in Council's previous Strategy and continues to be embedded through weighted non-price attributes in price quality method tender evaluations.

The strategy will be amended to transition from Broader Outcome to Economic Benefits once NZTA has issued guidance on Economic Benefits implementation.

Environment and Sustainability

Tenderers are required to demonstrate how they will:

- Use sustainable goods and materials where appropriate and available.
- Identify and pursue carbon reduction opportunities relevant to the work.
- Minimise waste and conserve or recycle resources.
- Identify energy saving opportunities during the life of the work.

Māori Business and Tangata Whenua

Council is committed to honouring Te Tiriti o Waitangi. Within the procurement process Council will:

- Engage early with iwi where projects affect areas of cultural significance.
- Promote and respect cultural diversity within procurement activity.
- Apply tikanga Māori in decision-making where appropriate.

Economic and Employment

Council is committed to financial prudence on behalf of ratepayers and funders. Resources are used carefully and effectively while encouraging local business growth through procurement opportunities.

- Council will continue to build relationships with local businesses and, where appropriate, support them to meet the requirements (including health and safety) needed to participate in NZTA-funded work.
- Through weighted attributes, opportunities will be sought for youth and under-represented groups to transition into the workforce, including pathways to training and apprenticeships.

Community and Culture

The Community and Culture outcome is delivered through the Māori Business and Economic and Employment outcomes set out above. Across all procurement activity Council maintains transparency and integrity, and undertakes funding and procurement of works, goods and services in a manner that supports community outcomes.

Health and Safety Expectations

Council is committed to providing a healthy and safe work environment for employees and others affected by its activities. In Council's corporate risk register, contractor management is identified as a major risk, and health and safety is treated as non-negotiable in contract management. Council follows WorkSafe NZ guidance on how a Person Conducting a Business or Undertaking (PCBU) should work together, supported by consultation, cooperation and coordination.

Council expects suppliers to maintain an adequate health and safety management system, including safe systems of work, safe work environments, safe plant and equipment, and adequate health and safety training and supervision. Suppliers undertaking physical works for Council are required to provide evidence of third-party prequalification (for example SiteWise or PreQual) at a level appropriate to the scope and risk of the work. Council will not engage suppliers for physical works where the appropriate prequalification is not in place.

Fair Competition amongst Suppliers

Fair competition is achieved primarily through open tendering on the Government Electronic Tender Service (GETS), supplemented by closed tendering and direct sourcing where the Procurement Manual permits. Where supplier panels are used, secondary selection processes are designed to maintain contestability between panel members and to provide transparency to Council and to the supplier market.

Categorisation and Supply Arrangements

Council groups land transport activities into the following procurement categories. Each category sets out a coherent grouping of activities for which a common procurement approach has been determined:

- Maintenance, Operations and Renewals (sealed and unsealed pavement maintenance, drainage maintenance and renewals, environmental maintenance, vegetation control, signs, street sweeping).
- Road/Line Marking.
- Sealed Road Resurfacing and Pre-Seal Repairs.

- Street Lighting Maintenance and Renewal.
- Professional Services (network and asset management, planning, design, MSQA, traffic counting, bridge and structure inspection, data collection and asset and work manager support).
- Pavement Rehabilitation.
- Bridges and Structures (renewals, replacements and high-priority repairs).
- Capital Works and Improvements (low-cost low risk, walking and cycling, intersection improvements, larger improvement projects).
- Road Safety Promotion.
- Emergency Works.

A summary of current supply arrangements by category is provided at Appendix 2. Significant procurement activities planned during the term of this Strategy are summarised at Appendix 3.

Maintenance, Operations and Renewals

SouthRoads Ltd has been contracted to deliver maintenance outcomes and emergency works for the Clutha District under contract *C821 Road Network Maintenance 2022-2027*. The contract commenced on 1 July 2022 on a 5+5-year basis and is a combination of lump sum and measure and value pricing. The arrangement was acknowledged by NZTA in the 2023 endorsement letter.

Council intends to extend the contract for the second five-year period subject to Council approval with notification to NZTA, and continued contractor performance. SouthRoads operates from a depot in Balclutha, with Council staff using a hot-desk arrangement at the SouthRoads office that supports day-to-day coordination, monthly programme decisions and effective contract management.

Where the scale or extent of emergency work to be delivered within a limited time period is beyond the resource capacity of the maintenance contractor, the contractor may elect to deliver only part of the emergency works package. The remaining emergency works are then procured by direct appointment or competitive tender, depending on the scope, urgency and the supplier capacity available at the time.

Road/Line Marking

Fulton Hogan has been contracted to deliver the road marking works for the Clutha District under contract *C832 Road Marking 2022-2027*. The contract commenced on 1 July 2022 on a 5+5-year basis and is a measure and value contract. The arrangement was acknowledged by NZTA in the 2023 endorsement letter.

Council intends to extend the contract for the second five-year period subject to Council approval with notification to NZTA, and continued contractor performance.

Sealed Road Resurfacing and Pre-Seal Repairs

Reseals and pre-seal repairs are delivered under a separate term contract held by Fulton Hogan (C858 Reseals and Pre-Seal Repairs 2023-2026). This is a joint contract with Gore District Council enabling optimal value for money across both councils.

Council intends on extending this contract for 2026/27 and will concurrently retender the contract for the 2027-2030 NLTP through an open tender on GETS with a price quality method evaluation. Indicative timing and procurement procedure are set out at Appendix 3.

Street Lighting

Street lighting maintenance is procured separately from the main maintenance contract due to the specialist nature of the work. The contract has been awarded to Network Electrical Servicing Ltd (C876) to deliver street lighting maintenance, inspection, testing, repair, replacement, installation, and associated administrative duties for Clutha District Council and Southland District Council. The contract commenced on 01 January 2024 on a 3-year basis and is set to expire on 30 June 2026. The contract is measure and value type, includes separable portions for each council, and requires compliance with NZS 3917:2013.

Pavement Rehabilitation, Bridges and Capital Works

Pavement rehabilitation, bridge replacement and renewals, slip remediation and other improvement projects are procured contracts using a staged delivery model. A project-specific procurement plan is prepared and communicated to the market through the Government Electronic Tender Service. The projects are well defined and have a scope that can be clearly described before tender.

Professional Services Panel

Council does not have in-house staff to support all its land transport activities. It engages professional services providers for investigation, preliminary design, detailed design and project/contract management phases for all its capital works activities. These professional services include, but are not limited to:

- Soil samples and investigations
- Resource consents – geotechnical investigations and land drainage issues
- Road safety audits
- Roading design, testing and quality assurance.
- Site supervision and contract management

Council has established a Professional Services Panel to broaden access to specialist capability, manage workload peaks across multiple workstreams and to improve commercial tension following the long-running single-provider arrangement that preceded it.

The panel comprises of Beca as the anchor consultant, with 4 support consultants, Fluent Solutions, Bonich, GHD Consultants and Stantec, offering complementary specialist capability. The composition of the panel is documented in the panel agreement. The setup of a supplier panel is an advanced procurement procedure under section 10.5 of the NZTA Procurement Manual and requires written approval from NZTA. Council is seeking that approval through endorsement of this Strategy. NZTA correspondence dated 4 March 2026 confirmed that NZTA does not have serious concerns with the panel arrangements following review of the supporting documentation.

Engagements under the panel will follow these principles:

- The anchor consultant is the default provider for ongoing professional services, programme support and continuity work.
- Specialist work, peak workload and packages where particular capability sits with a sub-consultant are directed to the relevant panel member through a documented secondary selection process.

- Larger or more complex packages are subject to a closed tender or competitive quotation between panel members, with selection on the basis of price, capability, capacity and proposed approach.
- Council will keep panel performance under regular review through KPI/KRA goals and metrics, along with ongoing engagement, and will adjust panel composition where required.

In-house professional services will also continue to be provided by Council under section 26 of the LTMA. In-house resources cover network and asset management, planning, programme development, capital project oversight and contract management. As recommended by the November 2025 procedural audit, Council will document a clear methodology and justification for the cost of in-house professional services and the administration fee, and present this to NZTA for approval prior to the 2027-2030 NLTP period.

Procurement Procedures and Thresholds

Council applies the following procurement procedures for activities involving expenditure of National Land Transport Fund monies on physical works for the operation, maintenance, renewal, improvement and construction of infrastructure.

Contract value	\$0 to \$25k	\$25k to \$100k	\$101k to \$200k	Over \$200k
Preferred supplier or 3 quotes*	✓	✓	✗	✗
Closed tender	✓	✓	✓	✗
Open tender	✗	✓	✓	✓
Approved procurement plan (high risk, high value)	✗	✗	✓	✓

**Three quotes will be requested where reasonably possible. Where time constraints or specialist supply restrict the field, two quotes may be accepted with documented justification.*

Closed Tender

A closed tender is used where there are issues of confidentiality, where a limited number of suppliers are known to have the skill and capability to supply, or where the cost of an open tender process is greater than the value that would be derived from it. Closed tenders involve satisfying the CDC Delegations Manual and a competitive process delivered in two steps:

- **Step 1 (Prequalification):** Suppliers complete a standing (always open) prequalification process and demonstrate compliance against essential criteria on a pass or fail basis.
- **Step 2 (Proposals):** A minimum of three willing and able suppliers are invited to participate in a competitive tender using the relevant supplier selection method.

Supplier Selection Method

1. Identify Business Need

2. List Potential Suppliers

3. Determine Supplier Selection Criteria

- Quality and Safety of Products
- Relevant Experience
- Relevant Skills
- Methodology
- Reliability
- Cost
- Quality of Service

4. Meet the Supplier

5. Draft, Negotiate and Sign Contract

Open Tender

Open tendering is the preferred way to promote open and effective competition where the size and risk of the work justify the cost of the process. Tenders are advertised on GETS and follow the timeframes required by the Government Procurement Rules and the NZTA Procurement Manual. Late tenders are managed in accordance with Council's late tender policy as set out in the tender documents.

Tender evaluation is undertaken by a panel of at least three members. For projects with an estimated contract price exceeding \$200 000, at least one evaluator holds a relevant Procurement Procedures qualification (for example the New Zealand Certificate in Infrastructure Procurement Procedures) or is otherwise approved by NZTA as a proposal evaluator. All evaluators sign Conflict of Interest declarations before evaluation commences. Evaluation outcomes are notified to all tenderers in accordance with section 5.5 of the Procurement Manual, including the relevant non-price attribute information where the price quality method has been used.

Contracts

Council uses the standard New Zealand contract suite for procurement activity, including:

- NZS 3910:2023 for general physical works.
- NZS 3916:2013 for design and construct procurement.
- NZS 3917:2013 for term services.
- Conditions of Contract for Consultancy Services (CCCS) and the Short Form Agreement for Consultancy Services for professional services engagements.

4.0 Implementation Plan

This section sets out the significant procurement activities Council expects to undertake during the term of this Strategy, the NZTA approvals to be obtained, the steps Council will take to develop procurement capability and the way Council will communicate the upcoming pipeline to the supplier market.

Significant Procurement Activities

A summary of significant procurement activities is provided at Appendix 3. The most significant items during the term of this Strategy are:

- Confirmation and implementation of the extension of the Road Network Maintenance contract with SouthRoads Ltd for the second five-year term, subject to NZTA approval and contractor performance.
- Confirmation and implementation of the extension of the Line Marking contract with SouthRoads Ltd for the second five-year term, subject to NZTA approval and contractor performance.
- Extension of the current Reseals and Pre-Seal Repairs term contract for another year with Fulton Hogan and concurrently retender the contract for the 2027-2030 NLTP period.
- Continued operation of the Professional Services Supplier Panel, with engagements directed under the panel agreement and secondary selection arrangements.
- Procurement of pavement rehabilitation, bridge replacement and renewals, drainage renewals, slip remediation and capital improvement projects through the established staged delivery model.

NZTA Approvals to be Obtained or Confirmed

- Approval of the Professional Services Supplier Panel as an advanced procurement procedure under section 10.5 of the Procurement Manual (sought through this Strategy).
- Continued approval of in-house professional services under section 26 of the LTMA (sought through this Strategy).
- Approval of the documented methodology for the in-house professional services administration fee and staff multiplier (to be sought prior to the 2027-2030 NLTP period).

Procurement Capability Development

Council has recruited a dedicated Procurement Officer to support the consistent application of procurement procedures, including land transport. Targeted activities during the term of this Strategy include:

- Refresh of internal procurement procedures, templates and guidance to reflect findings from the November 2025 procedural audit.
- Seek CE approval for additional staff to obtain the New Zealand Certificate in Infrastructure Procurement Procedures or equivalent.
- Implementation and embedding of the panel secondary selection process, including documentation, decision records and reporting.
- Annual update of the Low-Cost Low Risk template list and annual update of contract retentions and claim review processes.

Communication to the Market

Council communicates upcoming procurement opportunities through the following channels:

- All tenders are published on GETS in accordance with the Government Procurement Rules and the NZTA Procurement Manual.

- A forward pipeline of significant procurement activities is maintained internally and shared with the supplier market through Council's website and through pre-market engagement where appropriate.
- Procurement outcomes are reported to the Senior Leadership Team and elected members through quarterly project reporting, with Category A projects reported at the Risk and Assurance Committee meeting .

Strategy Ownership and Review

This Strategy is owned by Council's Infrastructure Strategy and Delivery group. The next review is scheduled for the 2028/29 financial year, ahead of the expiry of the current endorsement, to align with the development of the next Long-Term Plan and Regional Land Transport Plan cycle. Minor amendments may be made during the term of this Strategy to reflect changes to Council's organisation-wide procurement policy or to NZTA Procurement Manual requirements.

The Strategy has been adopted by Council as its procurement strategy for land transport activities, subject to NZTA endorsement.

Appendix 1: Procurement Strategy Overview

The table below summarises the relationship between the strategic considerations, the strategic approach and the implementation plan for Council's land transport procurement.

Element	Summary
Purpose	Provide a long-term integrated approach to procurement of land transport activities funded under section 20 of the LTMA.
Term	Three years from the date of NZTA endorsement, with review prior to expiry.
Network	Approximately 2938km of local road network including 863km sealed and 2075km unsealed, plus bridges, footpaths, drainage and street lighting.
Funding	2024-2027 NLTP provides a budgeted programme value of approximately \$40.5M in <i>NZTA investment</i> for Council's land transport activities. 2027-2030 NLTP under development.
Maintenance arrangement	Single 5+5-year Road Network Maintenance term service contract with SouthRoads Ltd. Extension to second five-year term sought through this Strategy.
Reseals	Term contract with Fulton Hogan, expiring within the term of this Strategy. Extension of current contract by 1 year to cover 2026/27 with concurrent retender for 2027-2030 (by open tender on GETS).
Professional services	Professional Services Panel with Beca as anchor consultant and a small number of sub-consultants. Panel approval as an advanced procurement procedure sought through this Strategy. Continued in-house provision under section 26 of the LTMA.
Capital works	Staged delivery model with minor contracts procured by open or closed tender depending on value and risk.
Procurement procedures	Thresholds and procedures applied per the table in section 3.0. Open tender preferred where value and risk justify the cost of the process.
Broader Outcomes	Embedded through weighted non-price attributes in price quality method evaluations. Tracked through quarterly reporting.
Audit response	Actions arising from the November 2025 NZTA procedural audit are tracked to closure, including the in-house professional services methodology.

Appendix 2: Current Categories and Supply Arrangements

The table below summarises Council's main spend categories and the current supply arrangements for each. Annual spend figures shown are forecast averages over the term of this Strategy, in NZTA share where applicable, and are subject to confirmation through the 2027-2030 NLTP and the relevant Long-Term Plan.

Category	Scope	Forecast annual spend	Current supply arrangement	How procured	Contract term	Supplier
Maintenance, Operations and Renewals	Sealed and unsealed pavement maintenance, drainage, environmental maintenance, signs, vegetation control, street sweeping, emergency works	\$9,400,000	Single term service contract C821 covering the whole district	Open tender on GETS, price quality method	5+5 1 July 2022 to 30 June 2027, with optional five-year extension to 30 June 2032 subject to NZTA approval	SouthRoads Ltd
Road/Line marking	Annual line marking	\$240,000	Single term service contract C832 covering the whole district	Open tender on GETS, price quality method	5+5 1 July 2022 to 30 June 2027, with optional five-year extension to 30 June 2032 subject to NZTA approval	Fulton Hogan
Sealed Road Resurfacing and Pre-Seal Repairs	Reseals, pre-seal repairs	\$4,907,000	Term contract C858 covering the whole district	Open tender on GETS, price quality method	3+1 1 November 2023 to 1 November 2026 with optional 1 year extension	Fulton Hogan

Category	Scope	Forecast annual spend	Current supply arrangement	How procured	Contract term	Supplier
Street Lighting Maintenance and Renewal	Street light maintenance, fault response, renewals	\$380,000	Term contract C876	Open tender on GETS, price quality method	3+4 01 January 2024 to 30 June 2026, with optional 4-year extension	Network Electrical Servicing Ltd
Professional Services	Network and asset management, planning, design, MSQA, traffic counting, bridge and structure inspection, data collection and asset and work manager support	\$850,000	Professional Services Supplier Panel (Beca anchor with supporting consultants Fluent, Bonisch, Stantec, GHD), supplemented by in-house professional services under section 26 of the LTMA	Panel agreement with documented secondary selection process. Approval of the panel as an advanced procurement procedure sought through this Strategy.	3 +1+1 03 April 2024 to 03 April 2027 with optional extensions in 1 or 2-year increments (the parties may further extend the End Date by mutual agreement)	Beca (anchor) Fluent (support) Bonisch (support) Stantec (support) GHD (support)
Pavement Rehabilitation	Pavement rehabilitation projects	\$1,600,000	Minor contracts procured project by project	Open tender on GETS, price quality method or LPC depending on scope	Project-specific	Multiple suppliers
Bridges and Structures	Bridge replacements, large repairs and renewals	\$1,254,000	Minor contracts procured project by project	Open tender on GETS, price quality method or LPC depending on scope	Project-specific	Multiple suppliers

Category	Scope	Forecast annual spend	Current supply arrangement	How procured	Contract term	Supplier
Capital Works and Improvements	Low-cost low risk improvements (Local Roads), walking and cycling improvements, intersection upgrades, slip remediation, larger improvement projects	\$6,180,591	Minor contracts procured project by project	Open or closed tender depending on value and risk	Project-specific	Multiple suppliers
Emergency Works	Response to weather events and other unforeseen network damage	Variable	Initially through the maintenance term contract; balance procured separately	Direct appointment or competitive tender depending on scope and urgency	Event-specific	SouthRoads Ltd and others

Appendix 3: Significant Procurement Activities

The table below summarises the significant procurement activities Council intends to undertake during the term of this Strategy, including activities required to retender supply arrangements that expire during the term and approvals to be sought from NZTA.

Category / Contract	Scope	Contract value*	Tender date	Procurement procedure	Contract term
Road Network Maintenance (extension)	Extension of contract C821 with SouthRoads Ltd for the second five-year period of the 5+5-year term	\$47,000,000	No new tender. Approval sought through this Strategy.	Negotiated extension under existing contract terms, subject to NZTA approval and confirmed contractor performance	1 July 2027 to 30 June 2032
Reseals and Pre-Seal Repairs	Term contract for sealed road resurfacing and pre-seal repairs across the district	\$9,000,000 Approximate value	December 2026	Open tender on GETS. Price quality method evaluation.	3 years + 1-year optional extension
Professional Services Panel	Continued operation of the panel with secondary selection arrangements. Periodic review of panel composition.	\$3,741,800 Additional variable following performance and subsequent years approved values	Ongoing	Panel agreement with secondary selection process. Advanced procurement procedure approval sought through this Strategy.	3 April 2027 – 3 April 2029
Pavement Rehabilitation programme	Annual pavement rehabilitation packages	\$1,600,000	Annual	Open tender on GETS. PQM or LPC depending on scope.	Project-specific
Bridges and Structures	Bridge replacements and renewals identified through the Activity Management Plan	Variable across projects	As required	Open tender on GETS. Price quality method or LPC depending on scope.	Project-specific

Category / Contract	Scope	Contract value*	Tender date	Procurement procedure	Contract term
Low-Cost Low Risk programme	Annual programme of LCLR Local Roads and Road to Zero improvements. .	\$6,180,591 WC 216 budget moved across as per NZTA approval	Annual	Open or closed tender by package, depending on value and risk	Project-specific
In-house Professional Services methodology	Documented methodology and justification for the cost of in-house professional services and the administration fee, presented to NZTA for approval	Not applicable	Prior to the 2027-2030 NLTP period	Approval under section 26 of the LTMA	Ongoing

Clutha District Council

Item for DECISION

Report	Catlins Dark Sky Reserve – Letter of Support Request
Meeting Date	20 August 2026
Item Number	4
Prepared By	Lilly Paterson – Community Development Team Leader
File Reference	1044887

REPORT SUMMARY

The purpose of this report is to seek Council’s approval to provide a letter of support for the Catlins Dark Sky initiative to achieve International Dark Sky status.

RECOMMENDATIONS

- 1 That Council receives the ‘Catlins Dark Sky Reserve – Letter of Support Request’ report.**
- 2 That Council agrees/does not agree to write a letter of support for the Catlins Dark Sky initiative’s application for International Dark Sky Park status.**

REPORT

1 Background

The Catlins Dark Sky initiative is a community-led project working towards achieving International Dark Sky Park status for an area centred around the Purakaunui Reserve. The project aims to protect the quality of the Catlins night skies while promoting environmental safety, sustainable tourism, education and community awareness.

The initiative has been engaging with Dark Sky International since 2023 to understand the certification requirements. While the long-term aspiration remains to achieve International Dark Sky status, the working group has determined that pursuing Dark Sky Park status initially is a more achievable and a manageable first step.

Since commencing this project, the working group has:

- Obtained three sky quality meters to measure night sky quality
- Undertaken regular sky monitoring
- Maintained ongoing engagement with Dark Sky International to ensure the project is progressing in line with certification requirements
- Met with Clutha District Council staff regarding existing policies
- Engaged with other New Zealand Dark Sky organisations to learn from their experience and seek advice.

The working group is now completing the final requirements for certification as a Dark Sky Park. As part of the application, Dark Sky International requires letters of support from key stakeholders and organisations.

2 Assessment of Options

The Catlins Dark Sky working group has requested that Clutha District Council provide a letter of support for its application.

Providing a letter of support acknowledges councils' recognition of the potential environmental, community and economic benefits associated with achieving Dark Sky Park status as described in attachment A.

Council can consider two options:

1. Approve providing a letter of support for the Catlins Dark Sky initiative's application for International Dark Sky Park status.
2. Decline the request for a letter of support.

3 Financial Impact

There are no direct financial implications associated with providing a letter of support.

4 References –

Attachment A – Letter from the working group

Kia Ora

In mid-2023 a volunteer working group (WG) was formed under the umbrella of Ōwaka Going Forward (OGF) as result of expressions of interest from some locals to investigate the possibility of The Catlins becoming an International Dark Sky Reserve. The WG currently consists of 4 (Glenys Hanley, Jo McLeary, Belinda Mason, Lisa Biginato).

The vision for The Catlins Dark Sky is *‘Protect and celebrate The Catlins night sky now and for the future’*.

It is important to note, local community, organisations/Iwi/local Councils, support is imperative for this initiative to become a reality, therefore a consultation process is required.

To date, there have been various WG meetings to discuss what is involved for The Catlins to become an International Dark Sky reserve and it soon became apparent the process will be a long one and could take up to 4-5 years to complete/initiate.

However, we can advise we have made some progress since 2023 which includes engaging with The International Dark Sky Association to register interest and to discuss what is involved in becoming an International Dark Sky reserve.

We have also put forward a submission to Southland and Clutha District Councils Long Term Plans 2024-2034 asking if they would consider supporting The Catlins becoming an International Dark Sky reserve. Clutha District Council have indicated they would look at supporting the initiative which includes discussing how/what the support would look like/might involve and Southland District Council have indicated they are aware of the interest of The Catlins becoming a Dark Sky area and it is an idea they will investigate.

From the submissions, we have received some positive and encouraging feedback from others who have already been through the process of becoming an International Dark Sky Reserve i.e., Kaikoura, McKenzie and have offered support to us if/where required.

As a result of others becoming an International Dark Sky Reserve (or other), there seems to be an increased amount of information available and awareness of light pollution impacts thus it is important to note the benefits of The Catlins

becoming a dark sky, which include but are not limited to (as per attached The Dark Sky Message):

- Maintain minimal and/or reduce light pollution given light pollution impacts i.e., 80% of Earth's land mass now suffers from light pollution, disrupts wildlife e.g. Catlins Pekapeka (long tail bats), ecosystems, negative effects on human health i.e., sleep disruption
- Visitor attraction (currently NZ provides the best star gazing in the southern hemisphere so would be good to keep it that way), bringing with it economic gain to local businesses.
- Cultural significance e.g., Matariki

To note, we will initially be focussing on a Catlins Dark Sky Reserve in the Clutha District.

Currently the working group are collating i.e., night readings, dark sky information etc so we will be in a position to apply to become an International Dark Sky Reserve. We are now at a stage we want to make contact with key people and organisations within The Catlins such as yours, to advise what the working group is doing and the progress made to date.

We welcome your feedback and support to progress this amazing opportunity for The Catlins to become an International Dark Sky reserve, so look forward to hearing from you.

Clutha District Council

Item for DECISION

Report	Residents Survey 2026
Meeting Date	20 August 2026
Item Number	5
Prepared By	Peter Stafford – Strategic Planning and Policy Manager
File Reference	1044965

REPORT SUMMARY

This report presents the Resident Satisfaction Survey for the 2025/26 year.

RECOMMENDATIONS

- 1 That Council receives the 'Residents Survey 2026' report.
- 2 That Council receives and accepts the 'Clutha District Council Resident Satisfaction Survey 2026 Research Report' (ATTACHMENT A).
- 3 That Council notes the Clutha District Council Resident Satisfaction Survey 2026 Research Report will be brought to Council for further consideration as part of its LTP 2027/37 Workshop Program to inform the development of the LTP 2027/37.

REPORT

1. Background

The annual resident satisfaction survey for the 2025/26 year was conducted during June 2026. The telephone survey resulted in 300 randomly selected residents giving their perceptions on a range of aspects relating to Council and elected members and Council services and facilities. An additional 28 self-selected participants completed the survey online. The results are published in the 'Clutha District Council Resident Satisfaction Survey 2026 Research Report' (**2026 Survey Report**), which is appended to this report as **Attachment A**.

The annual survey is carried out for several reasons:

- To gather feedback at a district-wide level about most of the services Council offers and how well residents think those services are being provided (either directly by Council or via its contractors).
- To help gauge whether the projects, programmes or changes Council makes alter residents' opinions about those services.
- Provides annual accountability towards Annual Report performance targets.
- Gives an indication of the levels of usage of various Council services.
- To guide whether there are service issues or improvements that may require further investigation including level of service reviews.

- To inform whether further communications work and publicity is warranted to provide information to residents about levels of service and/or related issues.

The report is attached for information. It includes both the phone and online version results of the survey.

2 Long-Term Plan Performance Targets (Phone Survey)

In the 2026 Survey Report, the performance targets specified in Council's Long-Term Plan 2024/34 that relate to the resident satisfaction survey are clearly identified. These targets, and the associated results, are as follows:

Category	LTP Target	2024 Result	2025 Result	2026 Result
Resident satisfaction with refuse/recycling service" (LTP2024/34, pg 165)	≥80%	89%	92%	92%
Average speed respondents felt safe travelling on unsealed roads (LTP2024/34 pg 123)	60-70km/h	Not reported ¹	70km/h	68km/h
Resident satisfaction with community facilities (weighted average)" (LTP2024/34, pg 60)	>90%	Not reported	Met	Not Met
Satisfaction with decision making, leadership and planning of elected members (Council) (LTP 2024/34, pg 177)	≥80%	47%	53%	60%

3 Other Notable Shifts from 2024 and 2025 Results (Phone Survey)

Notable shifts from 2024 and 2025 results in terms of other Internal Council targets are as follows:

Category	Council Target	2024 Result	2025 Result	2026 Result
Satisfaction with Stormwater services	≥75%	77%	64%	77%
Satisfaction with taste and clarity of water supply (<i>note 1 below</i>)	≥70%	54%	51%	58%
Satisfaction with footpaths	≥80%	61%	50%	53%
Milton Sportsground	≥80%	98%	95%	86%
District Parks and Reserves	≥80%	92%	92%	87%
Milton Pool	≥80%	67%	69%	81%

¹ In the 2024 Survey Report, it was reported that 60% of residents stated that >60km/h was the speed they felt they could travel safely on unsealed roads.

Note 1: It was particularly noted in the 2026 Survey Report (on page 18) that while resident satisfaction with taste and clarity of water had improved across the board, the most significant gains were among rural water scheme users.

3.1 Communications on the 2026 Survey Report

A press release will be issued on the 2026 Survey Report prior to this meeting.

3.2 Complaints Received During Survey Period

Council staff received some complaints from Clutha District residents who responded to the survey. The complaints related main to:

- difficulty understanding the interviewer and the interviewer's demeanour;
- receiving multiple calls, even after survey was completed;
- lack of understanding by the interviewer of the Clutha District.

Council staff have contacted the residents and discussed their concerns. The concerns have also been discussed with the Resident Survey provider, who has reviewed the recordings of all the interviews.

Council staff will be aiming to place additional quality control mechanisms, which have been discussed with this year's provider. These include:

- coordinating surveys across the Council so that there is less confusion with multiple surveys occurring at the same time;
- running mock interviews with the provider and Council staff to provide initial feedback;
- producing a factsheet of the Clutha District and Council for the prospective interviewer.

4 Strategic Goals and Outcomes

Information received from the survey helps provide information to staff and elected members regarding all community outcomes.

5 Additional Options to Council

Elected members could identify areas or levels of service identified from survey results for further investigation by Council staff.

The report recommends the Clutha District Council Resident Satisfaction Survey 2026 Research Report will be brought to Council for further consideration as part of its LTP 2027/37 Workshop Program to inform the development of the LTP 2027/37.

6 Consultation

This survey was conducted by telephone with a sample survey of 300 randomly selected 28 participants completed the survey online.

7 Attachments

Attachment A: Clutha District Council Residents Satisfaction Survey 2026.

Clutha District Council

Resident Satisfaction Survey 2026

Research report
July 2026



Photo by Jamie Kettle on Unsplash



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At The Curiosity Company, we use smart AI tools like Contented AI, Copilot, Ascribe and Grammarly to boost efficiency, improve readability, and uncover patterns in raw data. These tools support our process—but the insights in this report are all crafted by humans.

Section 1

Key Messages



Council Services

**85%**satisfied with district **wastewater systems****77%**satisfied with **stormwater services****53%**satisfied with the **maintenance of unsealed roads****68%**satisfied with the **maintenance of sealed roads****53%**satisfied with **footpaths****92%**satisfied with the **wheelie bin service****90%**satisfied with **Mt Cooee landfill**

Council Facilities


97%

 satisfied with **Clutha iSite Visitor Information Centre**


94%

 satisfied with **community centres or community halls**


81%

 satisfied with **public toilets**


93%

 satisfied with **community libraries**


94%

 satisfied with **cemeteries**


87%

 satisfied with **district parks and reserves**


83%

 satisfied with **playgrounds**


93%

 satisfied with **Balclutha Sportsground**


89%

 satisfied with **Balclutha Pool**


86%

 satisfied with **Milton Sportsground**


81%

 satisfied with **Milton Pool**

Elected Members and Council



67% satisfied with **the helpfulness and advice from Council staff**



66% satisfied with Council's goal to **promote growth, living, and working in the Clutha District**



57% satisfied with the **overall performance of the Clutha District Council**



50% satisfied with being able to **have a say in Council decision-making and planning**



60% satisfied with **decision making, planning and leadership of elected members**



37% satisfied with **value for money from rates**

Section 2

Research Design



Context

Clutha District Council commissions an annual residents' survey to gather feedback about the services the Council offers and how well residents think those services are being provided (either directly by Council or via its contractors).

This survey is one tool that Council uses to gauge whether the projects, programmes, or changes it makes alter residents' perceptions about the services. The survey also offers an opportunity to assess how residents feel about the District and the opportunities it provides.

The key service areas tested in the 2026 residents' survey were:

- Council services and facilities.
- Elected members and Council.

This year's survey was conducted amidst concerns around rising rates and infrastructure costs, long-term service sustainability and local government reform. The fieldwork was completed prior to the Clutha District Council formally adopting the 2026/27 Annual Plan on the 25th June.

Method

The 2026 survey had a dual method approach:

1. The core research was conducted via telephone interviews to mobile phone and landline numbers, with the option to complete online.
2. An additional online survey was offered to allow wider engagement with residents across the District.

PHONE SURVEY WITH ONLINE COMPLETION OPTION

The data produced from the phone survey element is the result of random sampling and is therefore free from self-selection bias; it can be considered statistically robust, and levels of statistical confidence can be applied to the data.

An online channel for the phone survey was introduced in 2016. The online completion option is important as it helps to minimise non-response error by increasing the response rate. From 2016, those respondents who were unwilling or unable to complete the survey by phone have been directed to the online survey.

STAND-ALONE ONLINE SURVEY

An additional online version of the survey was added in 2018 to enable more inclusive engagement. This provides an option for those with a preference for online completion or not invited to take part as part of the random telephone sample, to participate.

However, the online sample is self-selecting and is essentially different from that provided through the telephone approach (based on random sampling) where respondents are invited to take part. Self-selecting respondents are likely to have characteristics and opinions that are not consistent with the general population. The sample from the online survey should not be viewed as representative of the District's population. A comparison of results provided from the two different samples is provided in Appendix Two.

Communications to promote the online survey across the district were handled by Clutha District Council. Responses to the online residents' survey this year were lower than in recent years.

Given the low number of responses to the online version of this survey in 2026, the results from this should be treated with extreme caution.

NOTES ON THE ANALYSIS

The telephone survey provides a sample of 300 respondents that is representative of the District's population. An additional 28 residents chose to give their feedback through the online survey (down notably from 142 in 2025).

In line with previous reports, responses for 6-point scale satisfaction questions have been grouped as follows:

On a scale of 1 to 6, where 6 is very satisfied and 1 is very dissatisfied, how would you rate your stormwater services during the last 12 months?

Very dissatisfied		Dissatisfied	Satisfied	Very satisfied		Don't know N/A
1	2	3	4	5	6	98

Trend analysis and performance against Key Performance Indicators have also been included. Targets are either internal Council measures or formal Long Term Plan 2024/34 (LTP) targets. LTP measures have been identified in the text. For these measures, the proportion of respondents that stated that they were satisfied (4–6), are shown.

It should be noted that all "don't know" responses have been excluded from the results. It should also be noted that, in this report, figures have been rounded to whole numbers. Due to this rounding, some charts, tables, and summary measures may not add up precisely to the totals provided or to 100 per cent.

Sampling

Following a pilot testing phase, telephone data collection took place between the 9th and 24th June using a randomised database of telephone numbers covering the Clutha District.

Data collection was randomised within each household to ensure the sample included a range of respondents based on age, location, and gender, with a quota system being used to ensure the sample was representative of the population as per Census 2023 statistics.

In 2026 it was more difficult to secure engagement from younger residents. The number of residents aged 16 – 29 who took part in the survey was below the targets set for representation. A weighting has therefore been applied to the data by the age break down.

A full demographic breakdown of the sample is shown in Appendix One.

Overall data is accurate to a maximum error margin of +/- 5.6% at the 95% confidence level (if 50% of respondents stated they were satisfied with a Council facility, then we could be 95% sure that between 44.4% and 55.6% of the entire population also feel this way).

The online survey was also available from the 9th through to the 24th of June.

Section 3

Use of, and Visits to, Council Facilities



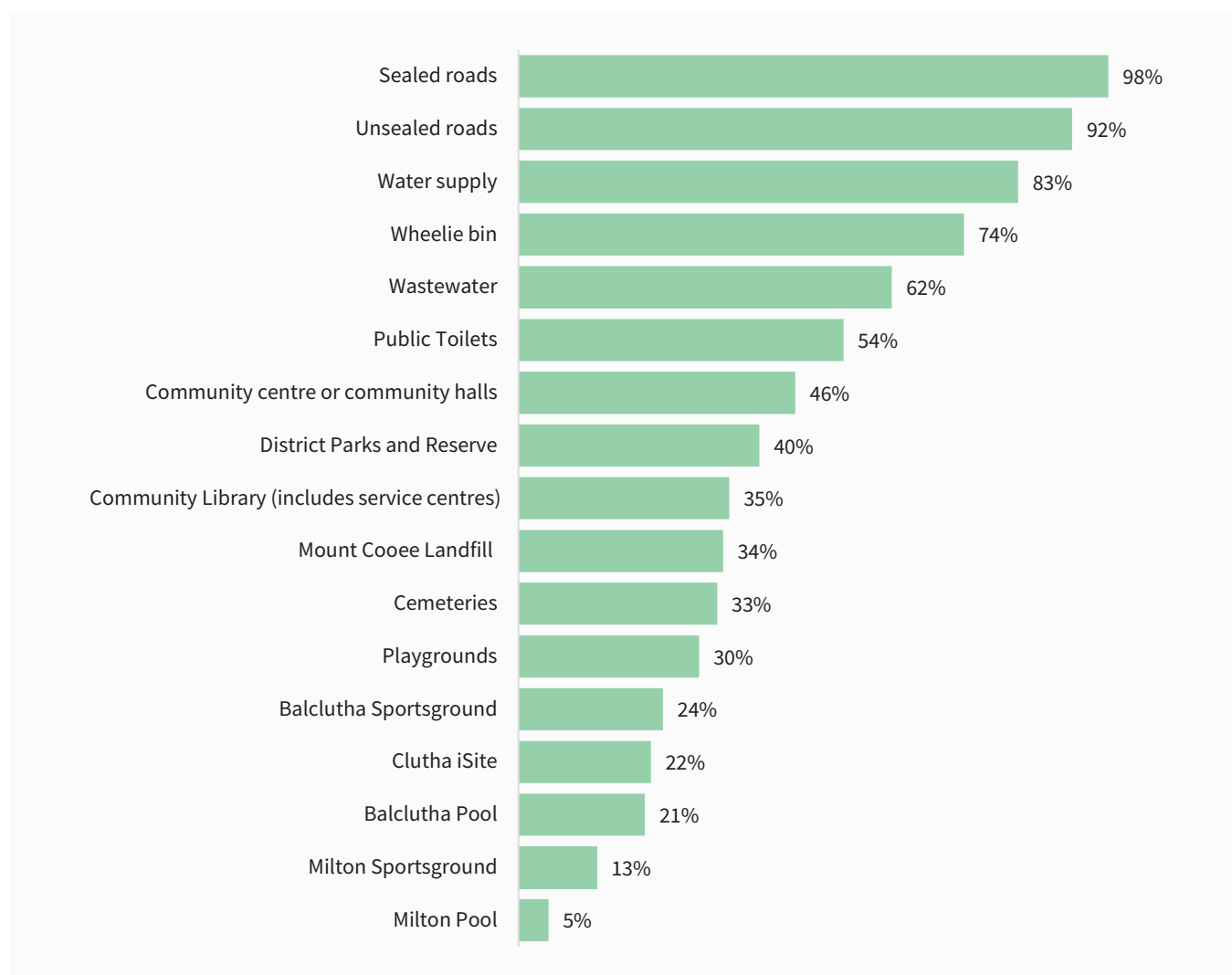
Clutha residents were asked to confirm whether they had visited or used specified Council facilities in the past 12 months.

The most widely used Council facilities remain consistent in usage in comparison with last year. Over 60 per cent of Clutha residents continue to use sealed / unsealed roads, water supply, wheelie bin and wastewater services.

There has been a reported decline in usage across other Council facilities. The most notable declines were seen for district parks and reserves (13 per cent decrease), playgrounds (12 per cent decrease) and libraries (11 per cent decrease).

On average residents had used 7.6 facilities in 2026 compared to 8.3 in 2025.

Figure 3.1 Visits and usage of Council facilities



Section 4

Wastewater & Stormwater



Wastewater

Eighty-five per cent of residents with properties connected to one of the district's wastewater systems stated that they were satisfied with the service:

✓ **Performance target met (2025/26 aim: ≥85%)**

Performance in this area is consistent with the 2025 results. However, the 2026 results continue a very gradual downward trend since 2022. Analysis of residents' feedback did not highlight any specific issues to flag.

Figure 4.1 Satisfaction with District wastewater systems

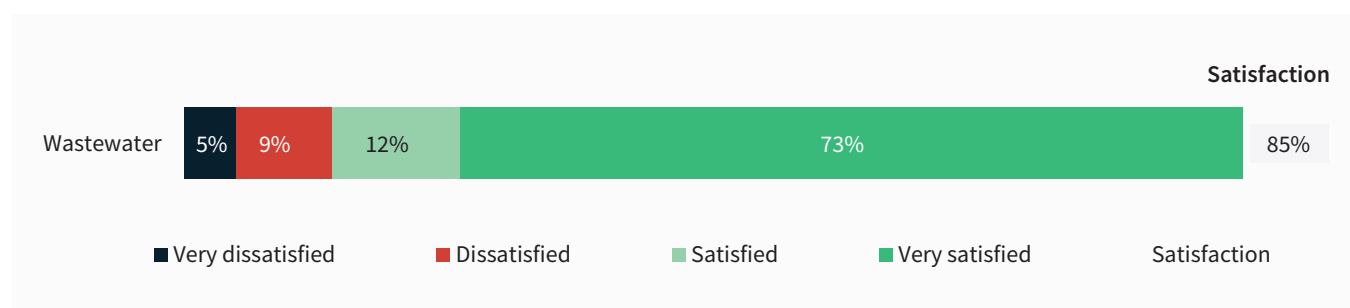
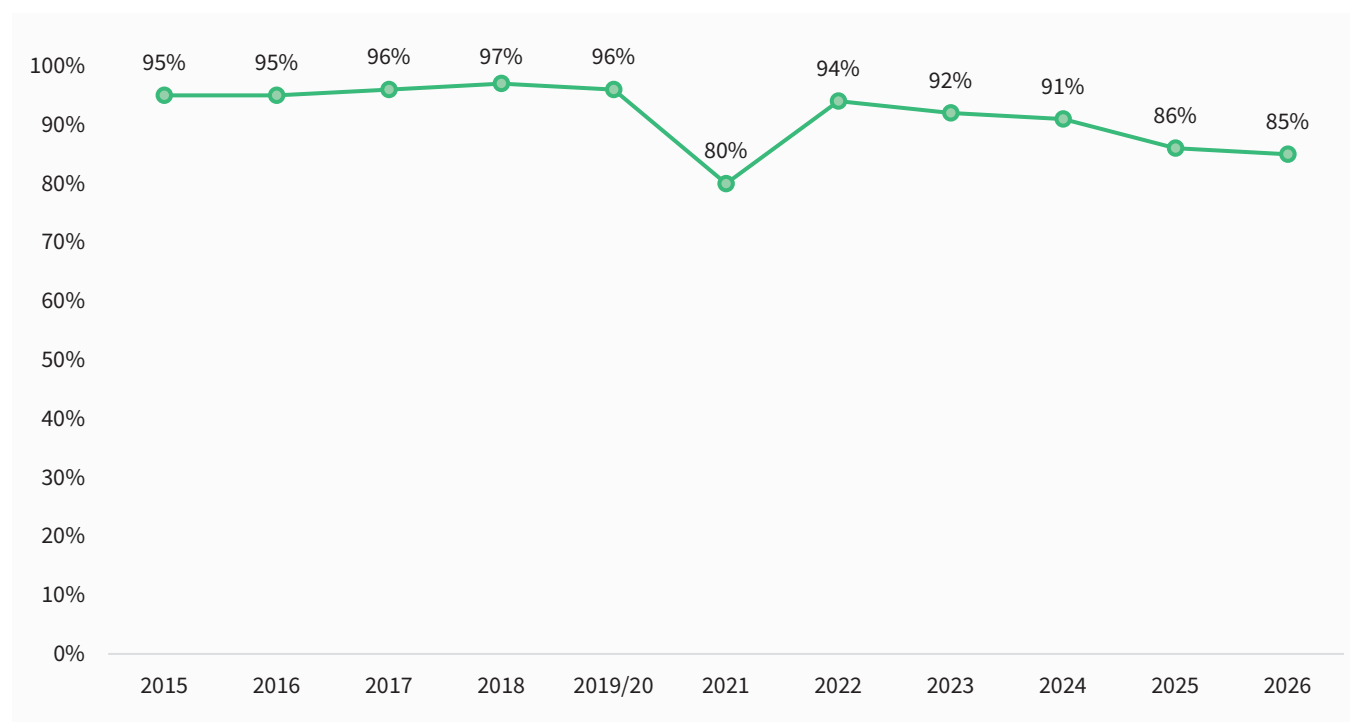


Figure 4.2 Satisfaction with wastewater systems, over time



Stormwater

Residents connected to the district's wastewater systems were also asked to rate satisfaction with stormwater services.

- 77% of these residents stated that they were satisfied with the service.

✓ **Performance target met (2025/26 aim: $\geq 75\%$)**

Satisfaction with stormwater services shows a trend that is volatile, with satisfaction in 2026 recovering to similar levels in 2024 after a notable decline in 2025. This volatility is likely to relate to weather patterns where severe weather events have tested the stormwater systems. Prior to July 2026, by which time interviewing for this survey was complete, the district had not experienced the same degree of significant weather events seen in 2025.

Figure 4.3 Satisfaction with stormwater services

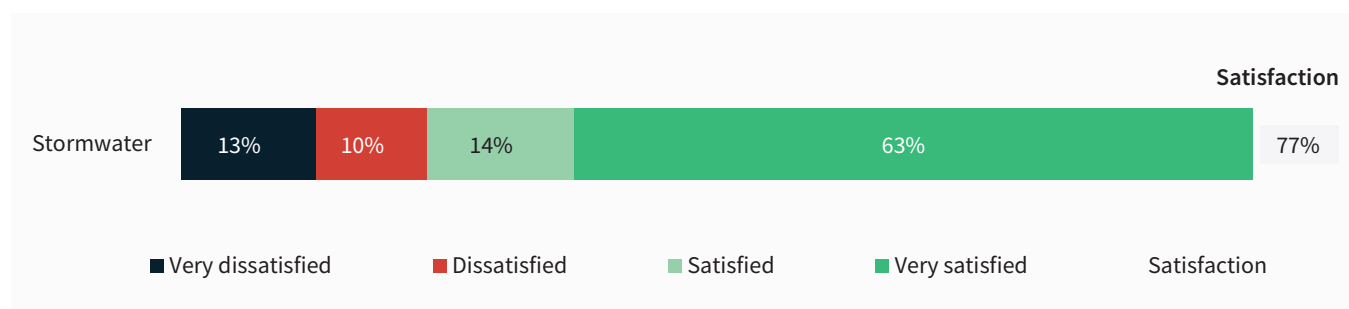
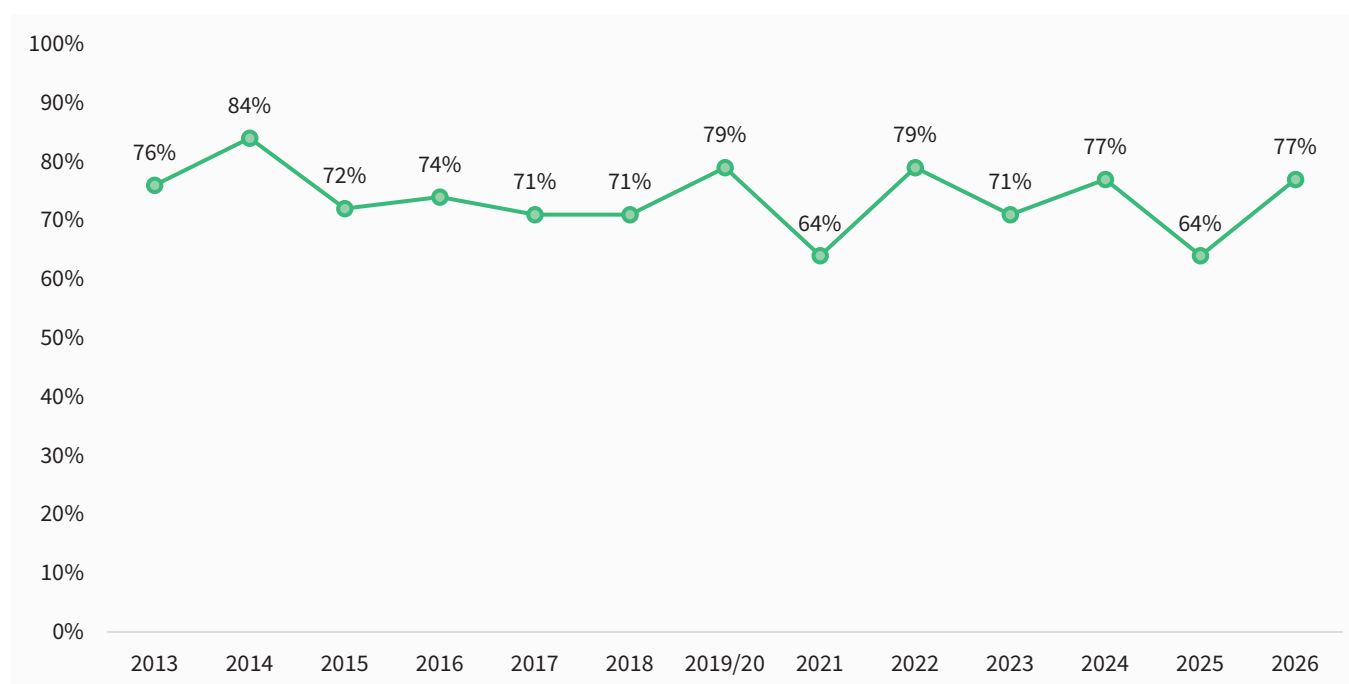


Figure 4.4 Satisfaction with stormwater services, over time



Section 5

Water Supply



Eighty-three per cent of respondents were connected to the town water supply or a rural water scheme.

Figure 5.1 Water supply

	%	Number of respondents
Town water supply	56%	170
Rural water scheme	25%	74
Both, Council (town) or rural scheme, and own supply of water	2%	6
Own supply of water (e.g., roof water or bore source)	16%	47
Don't know	2%	3
Total	100%	300

Respondents with access to the town water supply or a rural water scheme were asked to rate the reliability, taste, and clarity of the supplies.

RELIABILITY

Overall, 70 per cent stated that they were satisfied with the reliability of the water supply in the last 12 months. This is a slight improvement on 67 per cent in 2025.

Improvements in satisfaction with the reliability of the water supply have been seen for both residents on the town water supply and the rural water scheme. Although those on the town water supply continue to have higher levels of satisfaction, the gap in satisfaction levels has decreased.

Figure 5.2 Satisfaction with the reliability of water supply

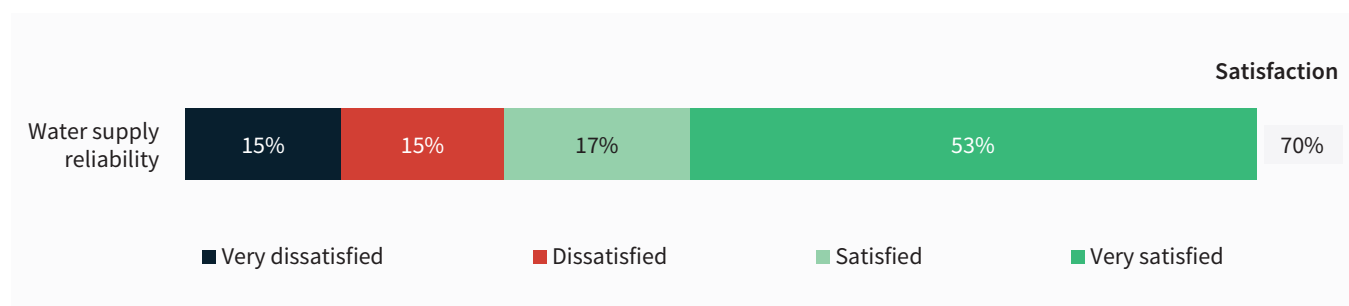
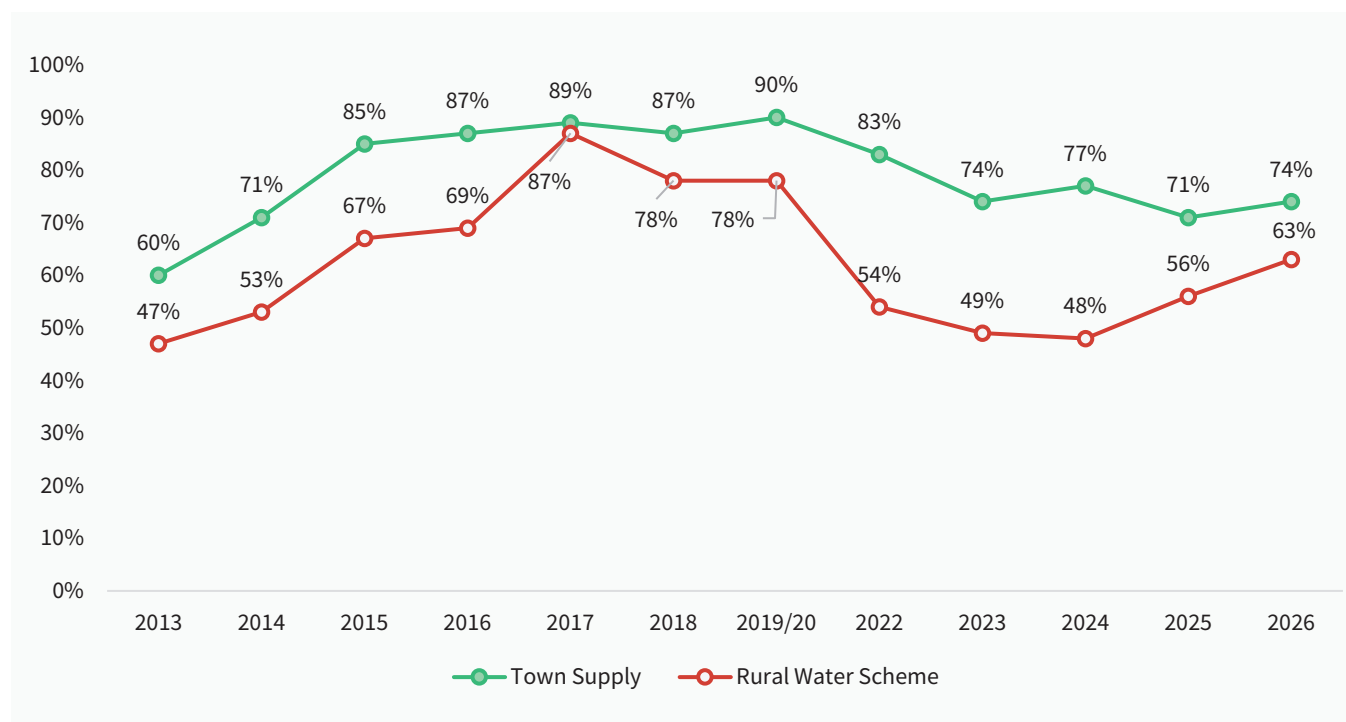


Figure 5.3 Satisfaction with the reliability of water supply, over time¹



2026 Town supply n=170, Rural water scheme n=74

TASTE AND CLARITY

Just over half (58 per cent) indicated that they were satisfied with the taste and clarity of their water supply. This represents an improvement of 7 per cent on 2025 results but does not meet the performance target.

✗ **Performance target not met $\geq 70\%$.**

While satisfaction with the taste and clarity of the water supply has improved among both town-supply and rural water scheme users, the most significant gains have been recorded among rural scheme users. As a result, the gap in satisfaction between the two groups has narrowed to its smallest level since 2018.

¹ Satisfaction with reliability of water supply was not asked in the 2020/2021 survey.

Figure 5.4 Satisfaction with the taste and clarity of water supply

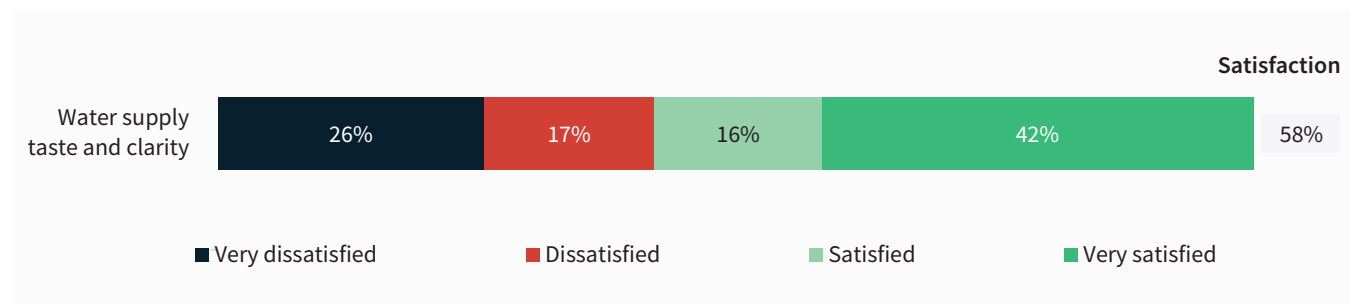
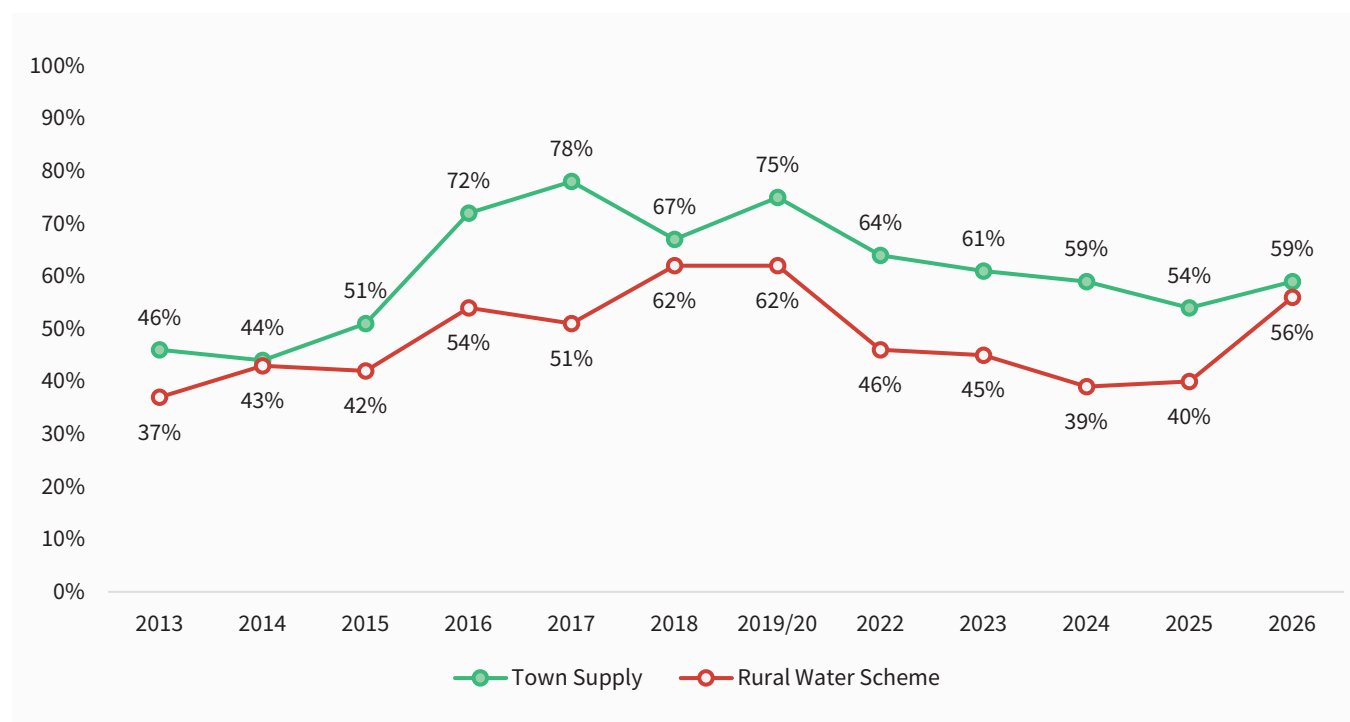


Figure 5.5 Satisfaction with the taste and clarity of water supply, over time²



2026 Town supply n=166, Rural water scheme n=72

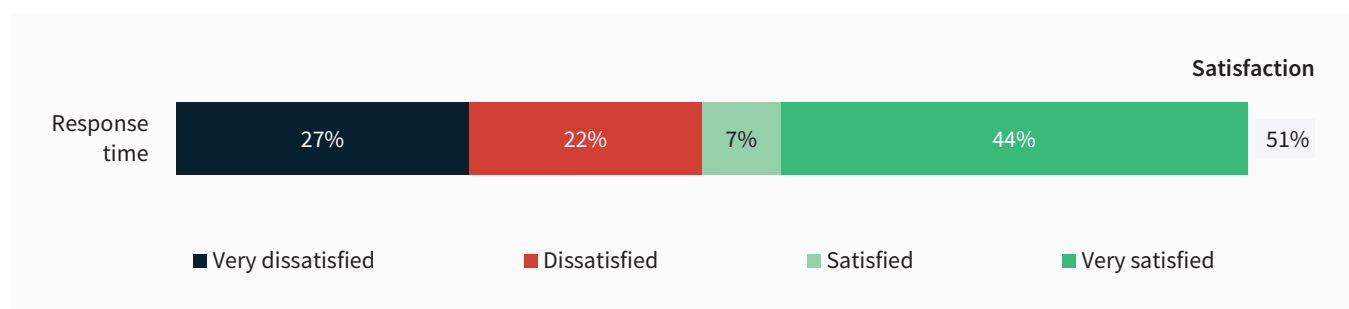
² Satisfaction with taste and clarity of water supply was not asked in the 2020/2021 survey.

REPAIR OF WATER LEAK OR SEWER BLOCKAGE

In 2026, additional questions were added to gather residents' feedback on their experience when reporting a water leak or sewer blockage.

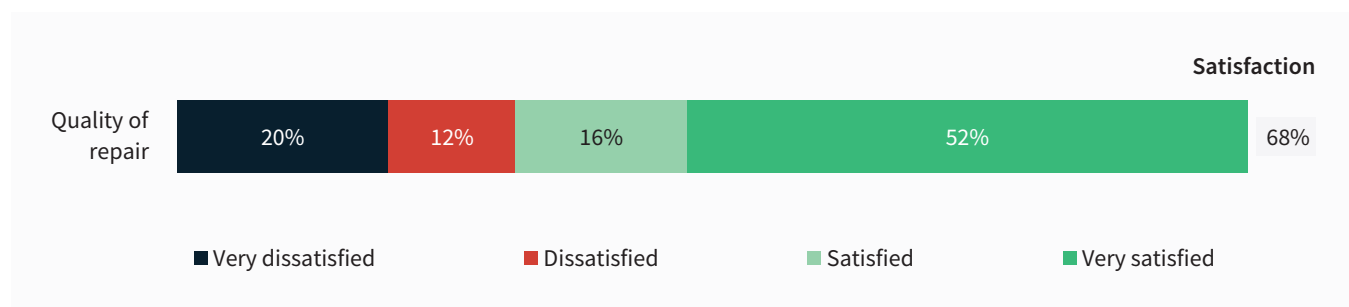
21 per cent of residents had reported a water leak or sewer blockage that required repair in the last 12 months. Residents were more satisfied with the quality of the repair (68 per cent) than the response time for the repair (51 per cent).

Figure 5.6 Satisfaction with response time



2026 n=62

Figure 5.7 Satisfaction with quality of repair



2026 n=59

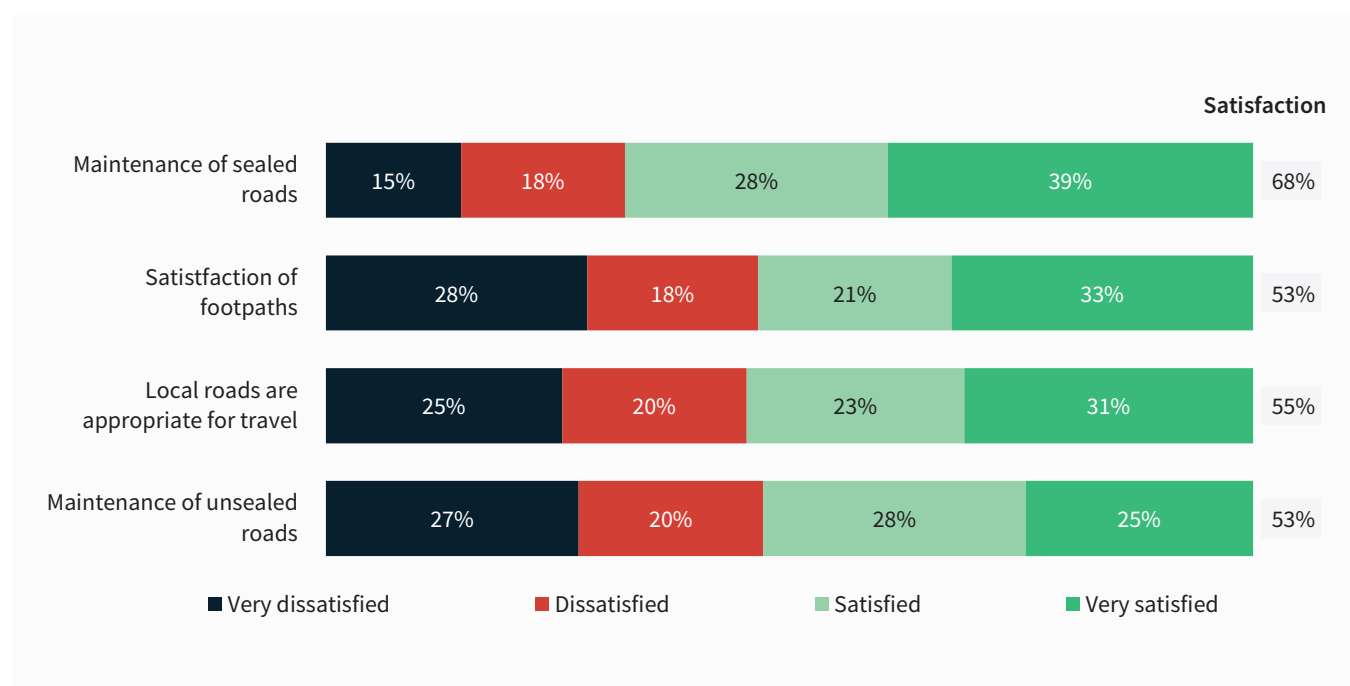
Section 6

Roading



More than half of the respondents (55 per cent) were satisfied that local roads are appropriate for their travel needs. This is consistent with the 2025 result. Urban residents had notably higher levels of satisfaction than rural residents (59 per cent compared with 49 per cent)

Figure 6.1 Satisfaction with roading and footpaths



Sealed roads

- 68 per cent of respondents were satisfied with the maintenance of sealed roads.

✗ **Performance target not met (2025/26 aim $\geq 70\%$)**

- Rural residents had higher levels of satisfaction with the maintenance of sealed roads (71 per cent) compared to urban residents (64 per cent).
- The average speed respondents felt safe travelling at on unsealed roads was 92 km/hr.

✓ **Performance target met (2025/26 aim 80–90 km/hr)**

Unsealed roads

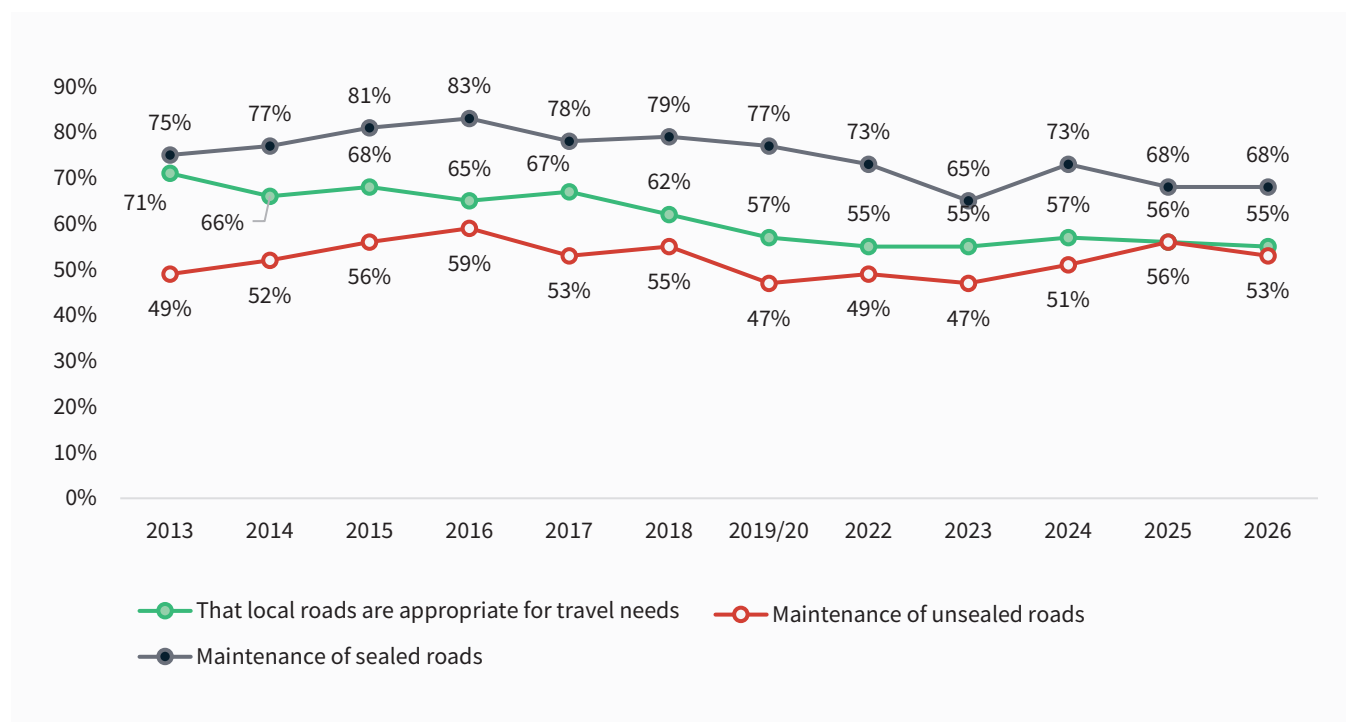
- Over half of respondents (53 per cent) were satisfied with maintenance of unsealed roads.

✓ **Performance target met (2025/26 aim $\geq 52\%$)**

- The average speed respondents felt safe travelling at on unsealed roads was 68 km/hr.

✓ **Performance target met (2025/26 aim 60–70 km/hr)**

Figure 6.2 Satisfaction with roads over time³



³ Satisfaction with roads was not measured in the 2020/2021 survey.

Footpaths

- 53 per cent of residents were satisfied with footpaths in the district. This is an improvement on 2025's results but still lower than in recent years.
- Improvements suggested by residents in this area relate to both maintenance and surfacing.

✖ **Performance target not met (2025/26 aim $\geq 80\%$).**

Figure 6.3 Satisfaction with footpaths over time

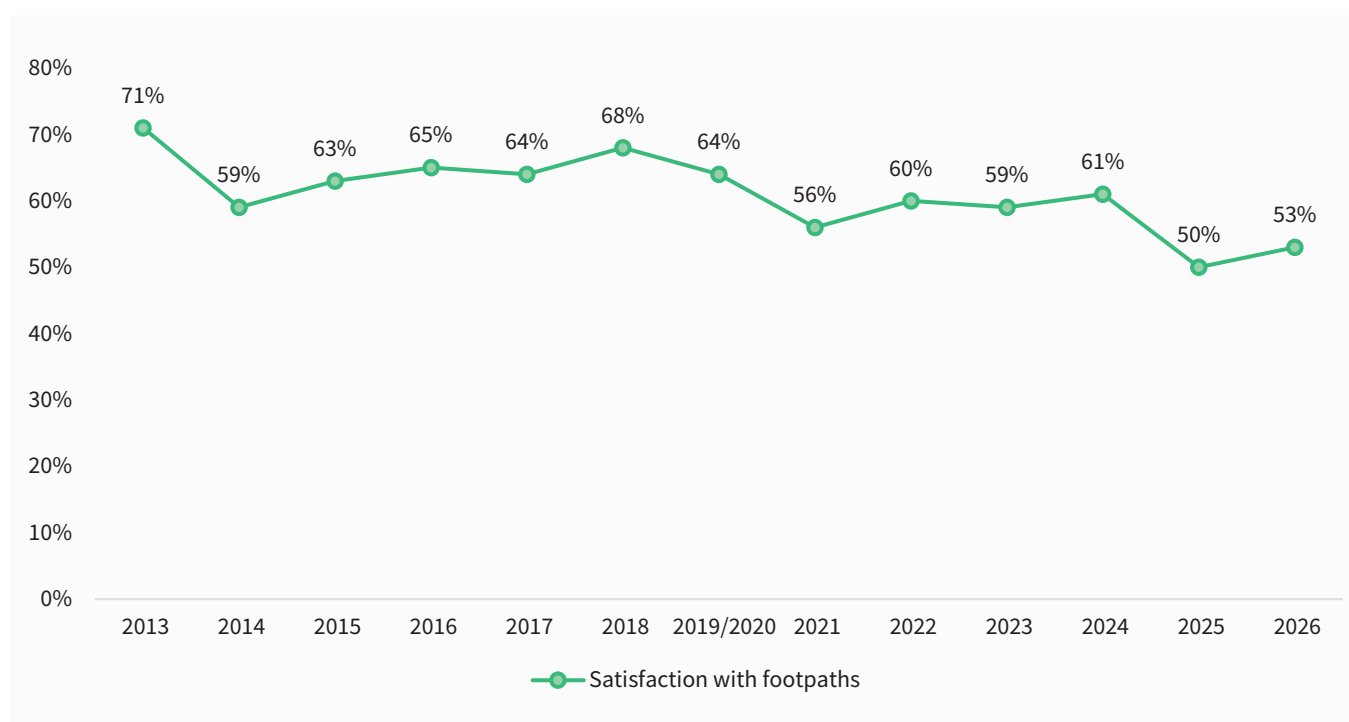


Figure 6.4 Satisfaction with roading and footpaths, by location

	Rural	Urban
Local roads are appropriate for travel needs	49%	59%
Maintenance of unsealed roads	49%	56%
Maintenance of sealed roads	71%	64%
Satisfaction with footpaths	53%	54%

Section 7

Solid Waste Services



Mt Cooee landfill

Thirty-four per cent of respondents had used the Mt Cooee landfill over the last 12 months.

- Of those that had used the service, 90 per cent were satisfied.

✓ **This meets the 2025/26 performance target for this area of $\geq 75\%$.**

Use levels and satisfaction with Mt Cooee landfill have remained stable compared with 2025.

WHEELIE BINS

Seventy-four per cent of respondents stated that they had used the wheelie bin service in the district in the last 12 months.

- Of those that had used the service, 92 per cent were satisfied.

✓ **This meets the LTP 2024-34 performance target for this area of $\geq 80\%$.**

Use levels and satisfaction with the wheelie bin service have also remained consistent with 2025 levels.

Figure 7.1 Satisfaction with solid waste services

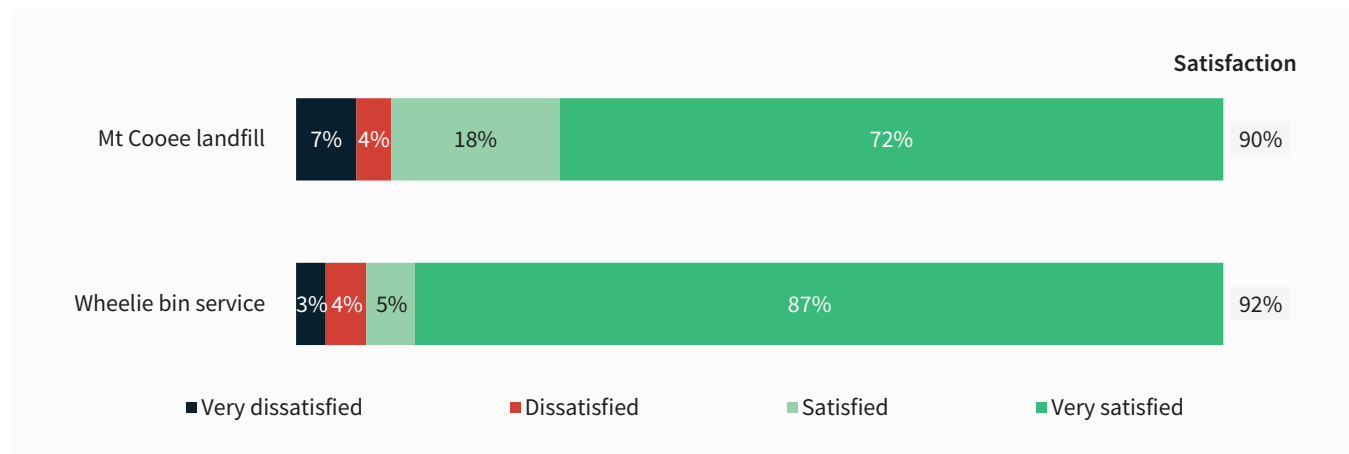
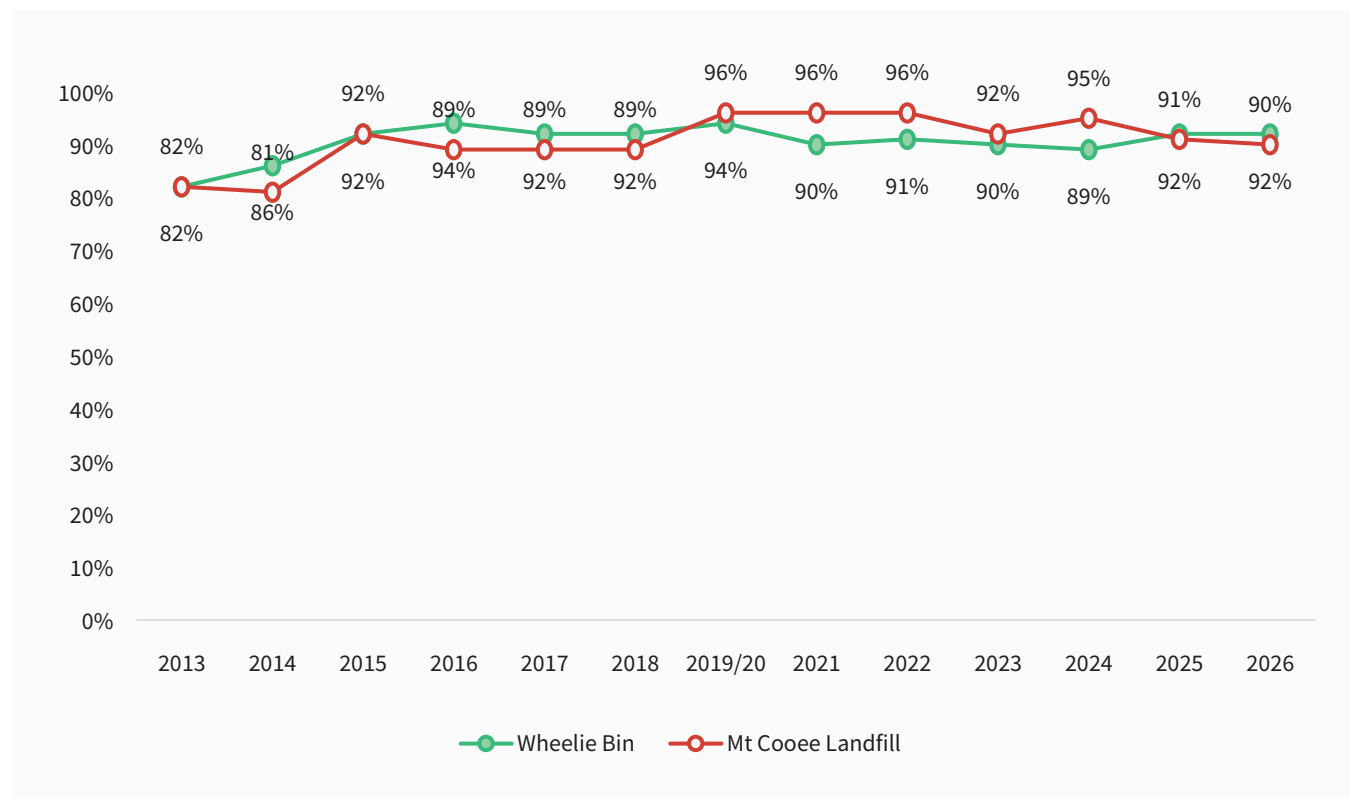


Figure 7.2 Satisfaction with solid waste services, over time



Section 8

Community Services



All community services that were part of the survey met their performance target in 2026.

Most respondents (86 per cent) had visited at least one facility in the last 12 months.

Satisfaction with most Council-provided facilities was high:

- Satisfaction with Cemeteries, Balclutha Sportsground, Community libraries, Community Centres or halls, and the service at Clutha iSite Visitor Information Centre were all above 90 per cent.
- Satisfaction has increased for Cemeteries, Milton Pool and the service at Clutha iSite Visitor Centre since 2025.
- Although all community services met their performance target in 2026, there were some declines in satisfaction level when compared with last year. Most notably Milton Sportsground, District Parks and Reserves, Balclutha Pool and Playgrounds all dropped below 90%. Open feedback from residents on these services relate to maintenance needs and desires for upgrades and expanded facilities.

✗ **The weighted average of satisfaction with community facilities does not meet the LTP 2024-34 performance target of $\geq 90\%$.**

Figure 8.1 Overall satisfaction with community services

	Very dissatisfied	Dissatisfied	Satisfied	Very satisfied	% Satisfied	Performance target	Number of respondents
Milton Sportsground*	7%	7%	36%	49%	86%	$\geq 80\%$	40
Cemeteries	3%	4%	15%	78%	94%	$\geq 80\%$	94
Balclutha Sportsground	4%	3%	16%	77%	93%	$\geq 80\%$	74
Community Libraries	4%	3%	14%	79%	93%	$\geq 80\%$	112
District Parks and Reserves	4%	9%	18%	68%	87%	$\geq 80\%$	119
Community centre or community halls	1%	5%	15%	79%	94%	$\geq 80\%$	136
Balclutha Pool	2%	10%	12%	77%	89%	$\geq 80\%$	61
Playgrounds	5%	12%	17%	66%	83%	$\geq 80\%$	89
Public Toilets	5%	14%	20%	62%	81%	$\geq 80\%$	168
Milton Pool*	6%	12%	36%	46%	81%	$\geq 80\%$	15
Clutha iSite Visitor Information Centre	3%	0%	8%	89%	97%	$\geq 80\%$	71

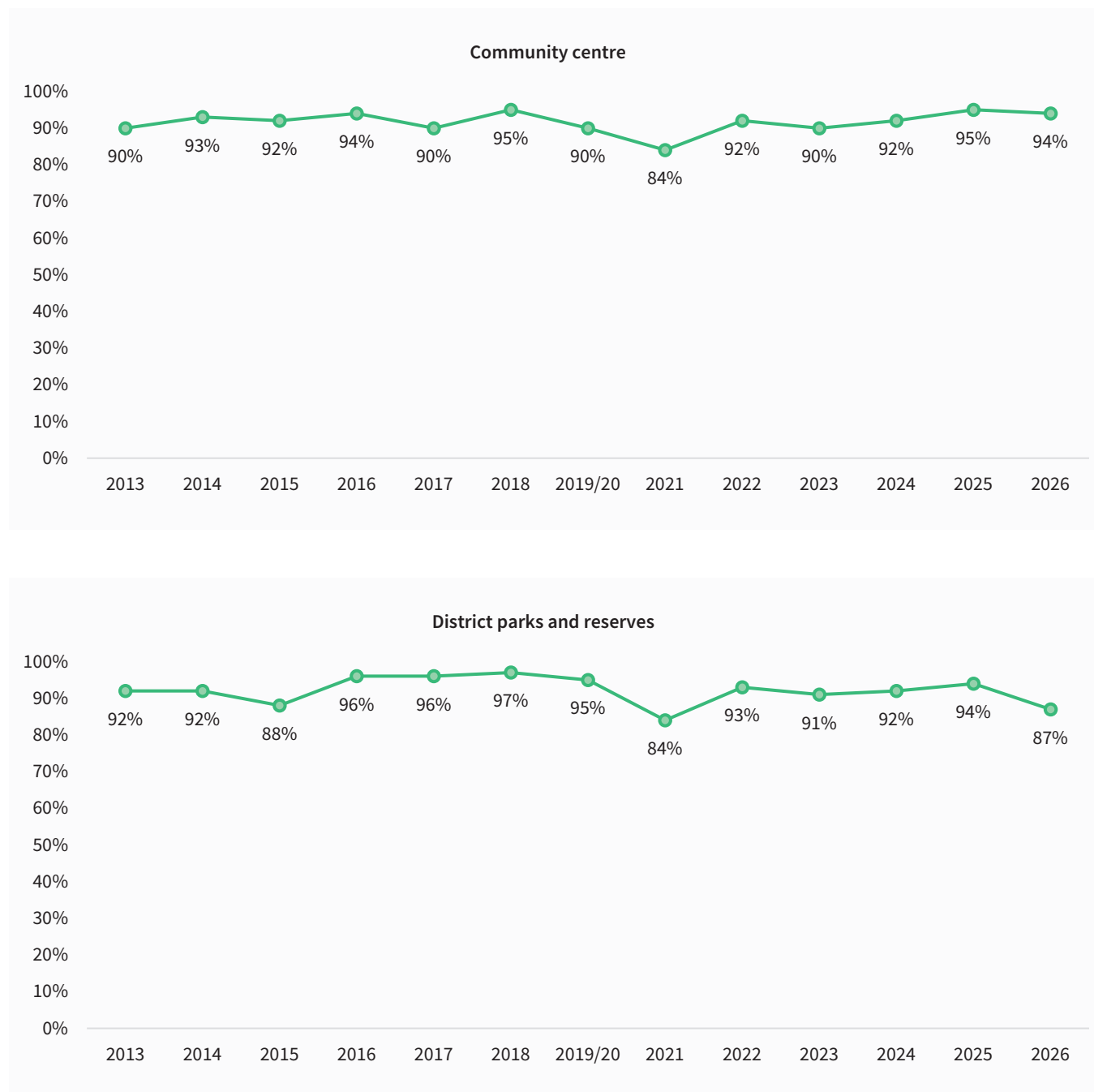
*Caution: small sample size

Figure 8.2 Satisfaction with community services by sub-group

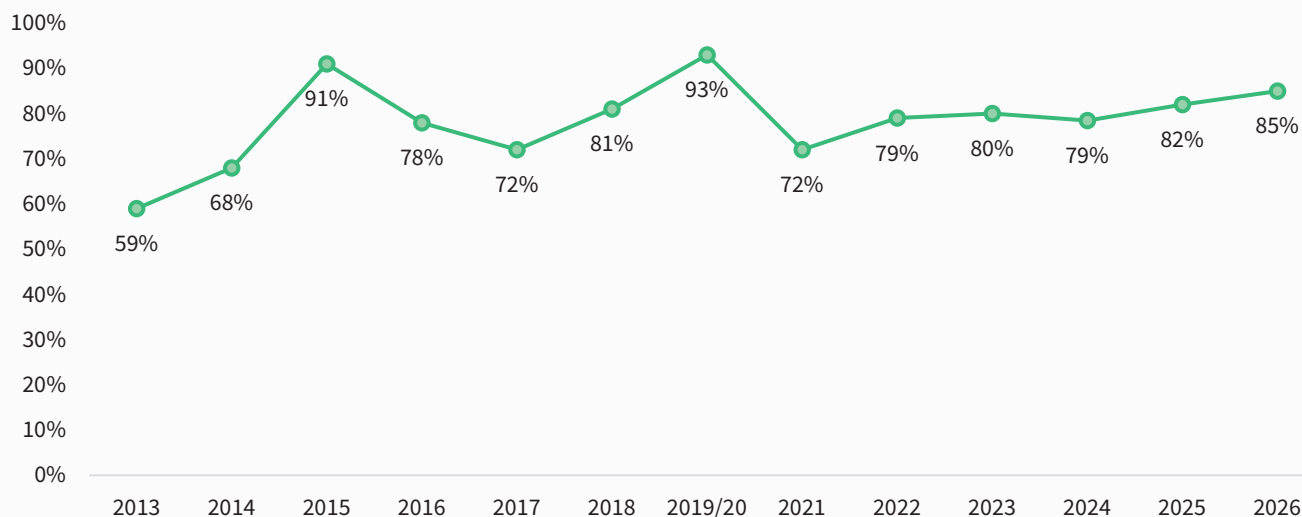
	All Respondents	Rural	Town (Urban)	16 –29 years	30 –49 years	50 –64 years	65+ years	Male	Female
Milton Sportsground	40	85%	86%	100%	86%	75%	89%	90%	81%
Cemeteries	94	94%	93%	100%	81%	100%	94%	99%	88%
Balclutha Sportsground	74	88%	97%	100%	88%	100%	88%	93%	92%
Community Libraries	112	95%	91%	100%	91%	91%	93%	91%	94%
District Parks and Reserves	119	86%	87%	88%	87%	85%	88%	86%	87%
Community centre or community halls	136	92%	97%	100%	92%	97%	91%	94%	95%
Balclutha Pool	61	92%	86%	100%	90%	81%	80%	87%	91%
Playgrounds	89	73%	91%	83%	79%	88%	85%	85%	81%
Public Toilets	168	73%	90%	88%	66%	83%	94%	83%	80%
Milton Pool*	15	21%	100%	100%	60%	80%	100%	79%	85%
Clutha iSite Visitor Information Centre	71	97%	97%	100%	91%	100%	100%	97%	97%
n	300	149	179	22	102	99	104	165	162

Note: All respondents n = 300. The samples sizes for each service or facility by each location, age or gender category will vary depending on utilisation. This data should be treated with caution due to low samples sizes at individual sub-group level.

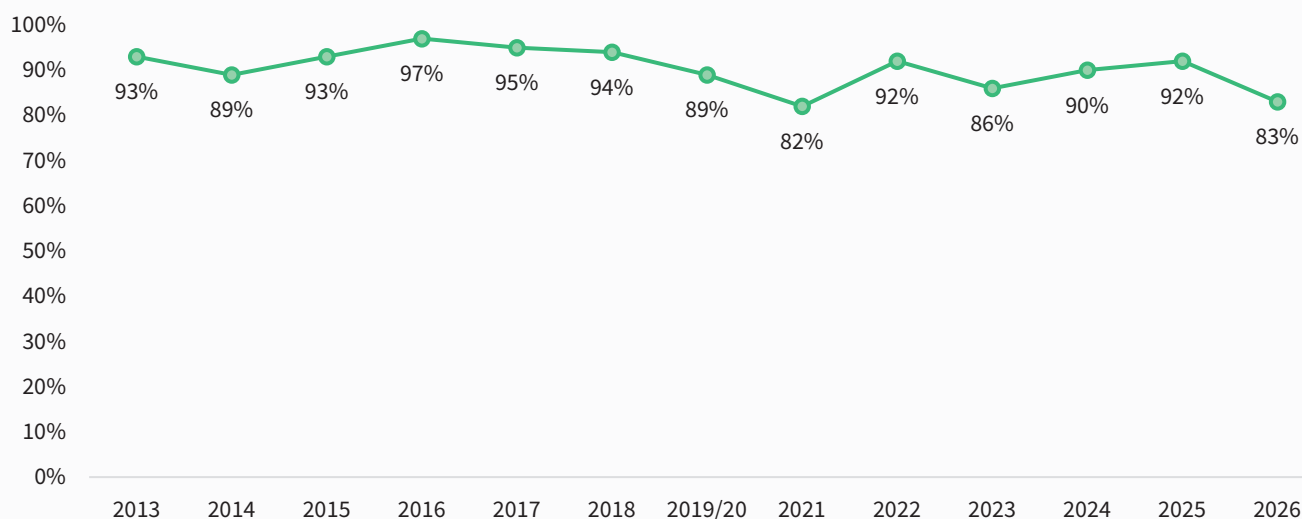
Figure 8.3 Satisfaction with facilities – trend analysis

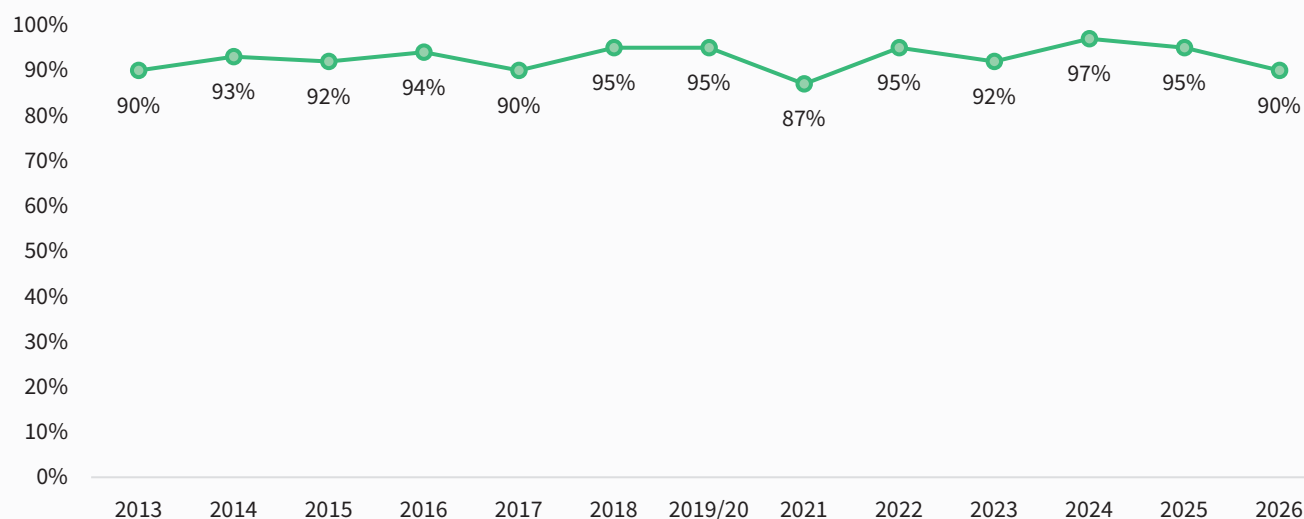
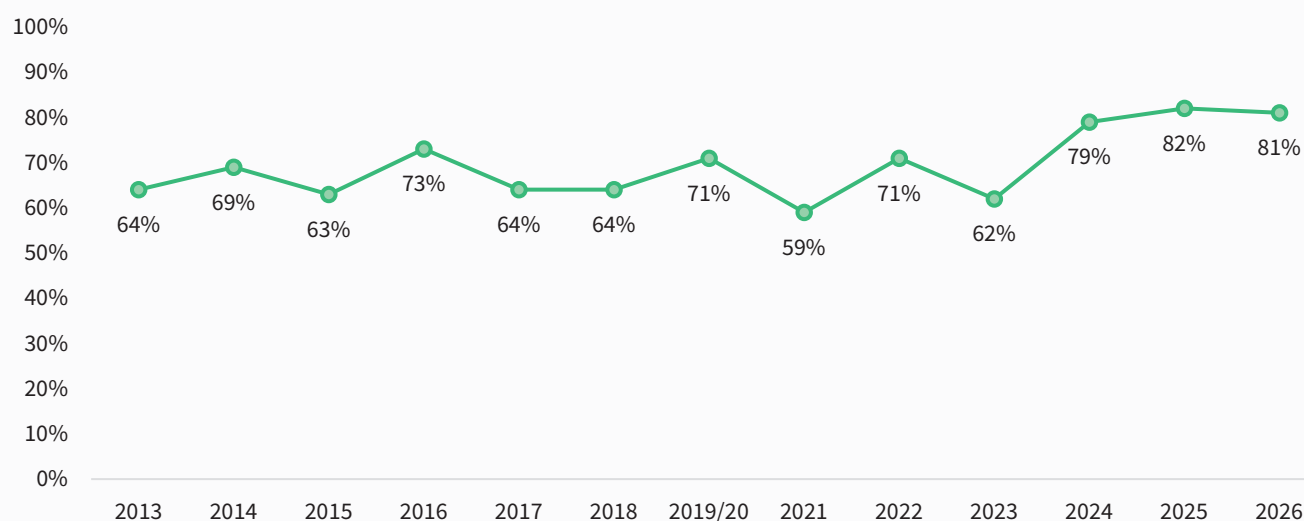


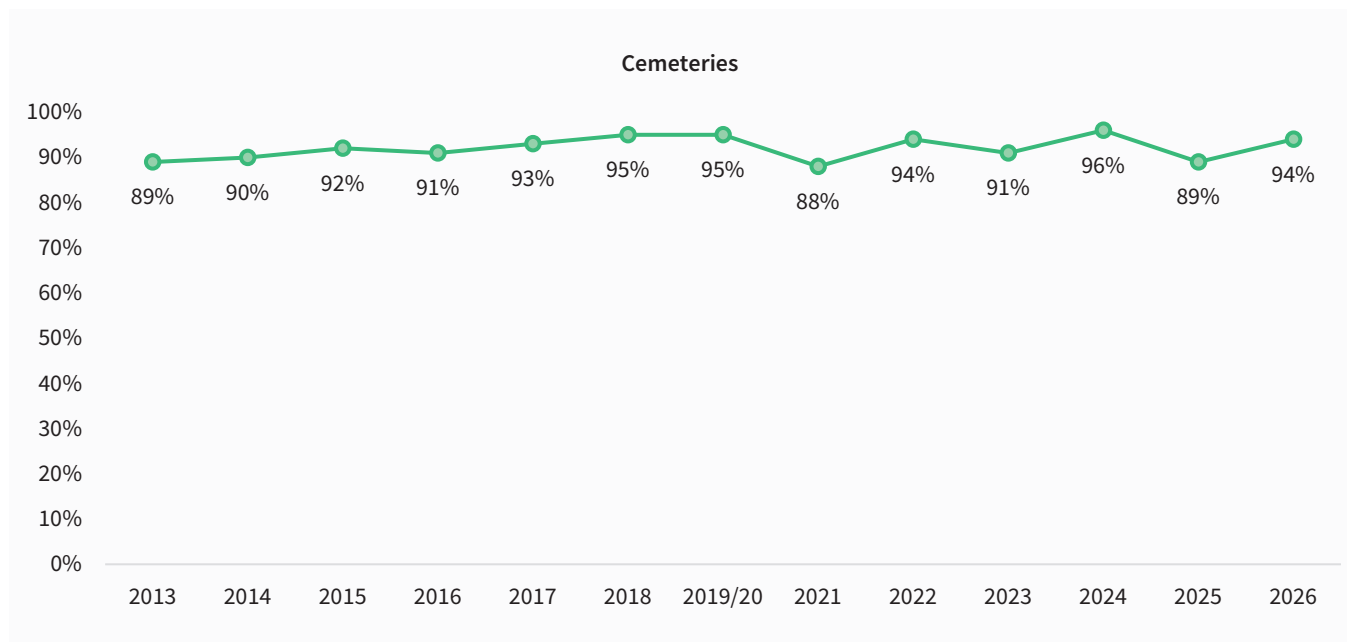
Pools



Playgrounds



Sportsgrounds**Public toilets**



Section 9

Elected Members and Council



Satisfaction with elected members

To understand residents' satisfaction with their elected members and the Council overall, we asked residents about:

- two areas that focus on elected members and Council staff and
- three areas that reflect on the performance of the Council as a whole.

Additionally, residents were asked about their satisfaction with the value for money they feel they get from their rates paid to Clutha District Council.

In 2026 all measures were rated by residents above average (>50%) with the exception of value for money. The Council is viewed as doing well (all above 60 per cent) when it comes to:

- The helpfulness and advice from Council staff.
- Achieving its goal of promoting growth, living, and working in the Clutha District.
- Decision-making, planning and leadership of elected members

Improvements were seen in comparison to 2025 in the following three areas:

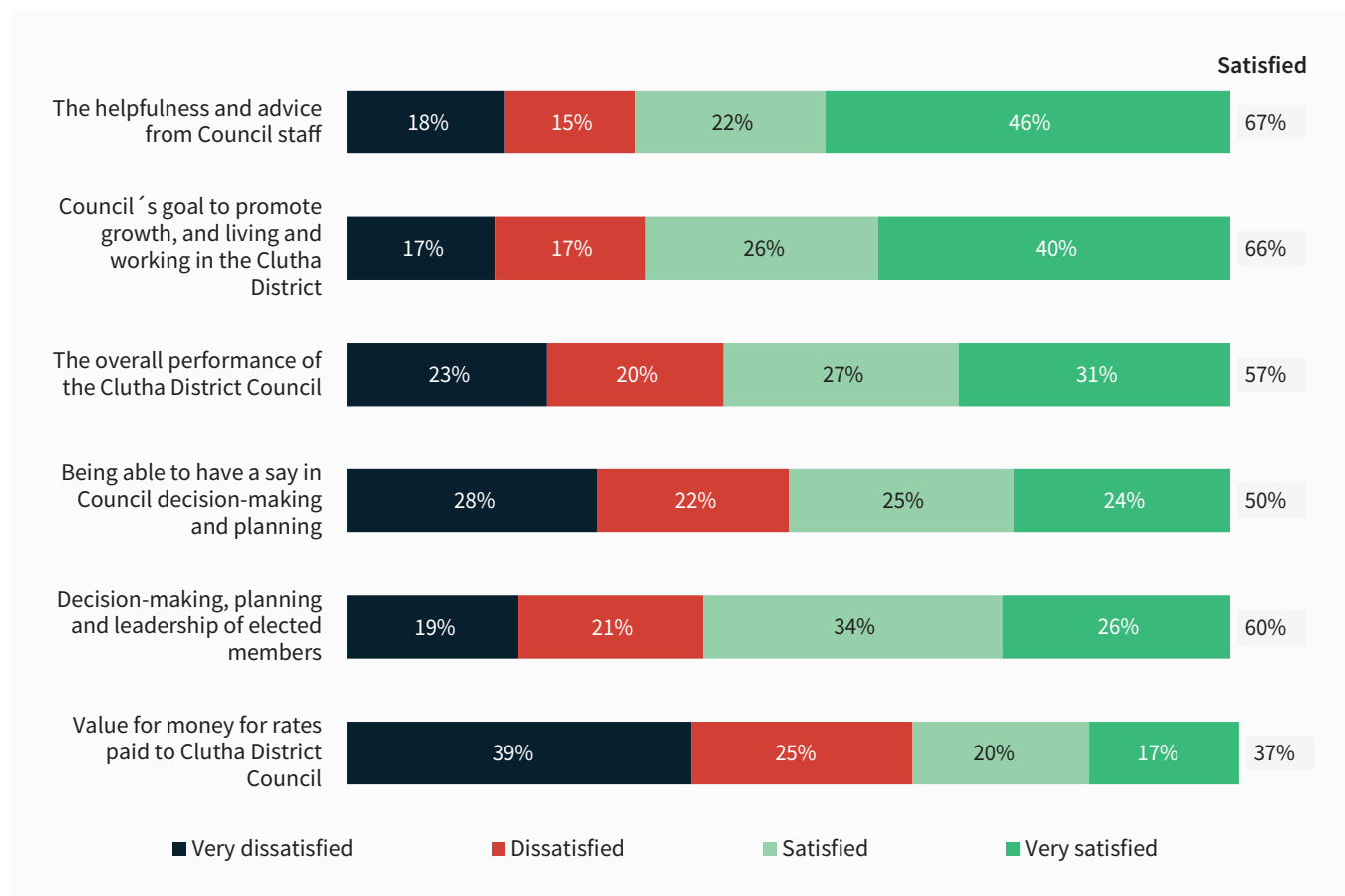
- Achieving its goal of promoting growth, living, and working in the Clutha District.
- Decision-making, planning and leadership of elected members
- Being able to have a say in Council decision-making and planning

Satisfaction with value for money from rates paid to Clutha District Council has remained stable in comparison with the last two years but satisfaction continues to be notably lower than the levels seen for the other performance measurements.

However, satisfaction with overall performance was slightly lower than seen in 2025 (3 per cent decrease). When residents were given the opportunity to provide any additional feedback, many of these comments related to concerns about rates rises. This issue is likely driving perceptions of overall performance.

The target for perceptions of the decision-making, planning and leadership of elected members was not met:

✗ **LTP 2024-34 performance target not met (2025/26 aim ≥80%).**

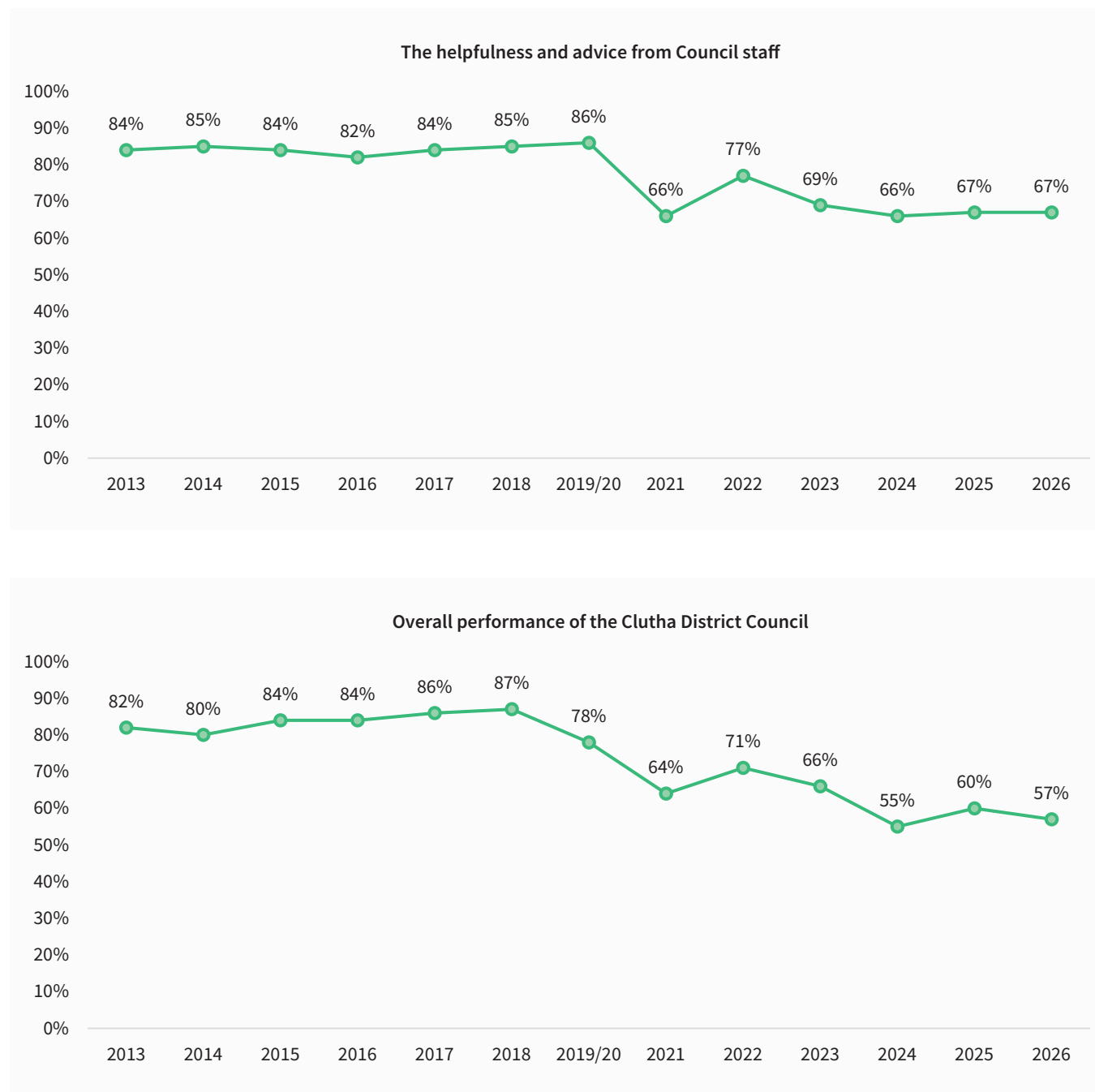
Figure 9.1 Satisfaction with elected members and Council

Figure 9.2 Satisfaction with elected members and Council – sub-group analysis

	All respondents	Rural	Urban	16 – 29 years	30 – 49 years	50 – 64 years	65+ years
Decision-making, planning and leadership of elected members	60%	62%	58%	55%	55%	58%	71%
Council's goal to promote growth, living, and working in the Clutha District	66%	64%	68%	75%	60%	58%	75%
Being able to have a say in Council decision-making and planning	50%	48%	52%	57%	42%	44%	60%
The helpfulness and advice from Council staff	67%	62%	72%	80%	53%	64%	78%
The overall performance of the Clutha District Council	57%	52%	62%	60%	49%	54%	69%
Value for money for rates paid to Clutha District Council	37%	32%	42%	54%	22%	33%	47%

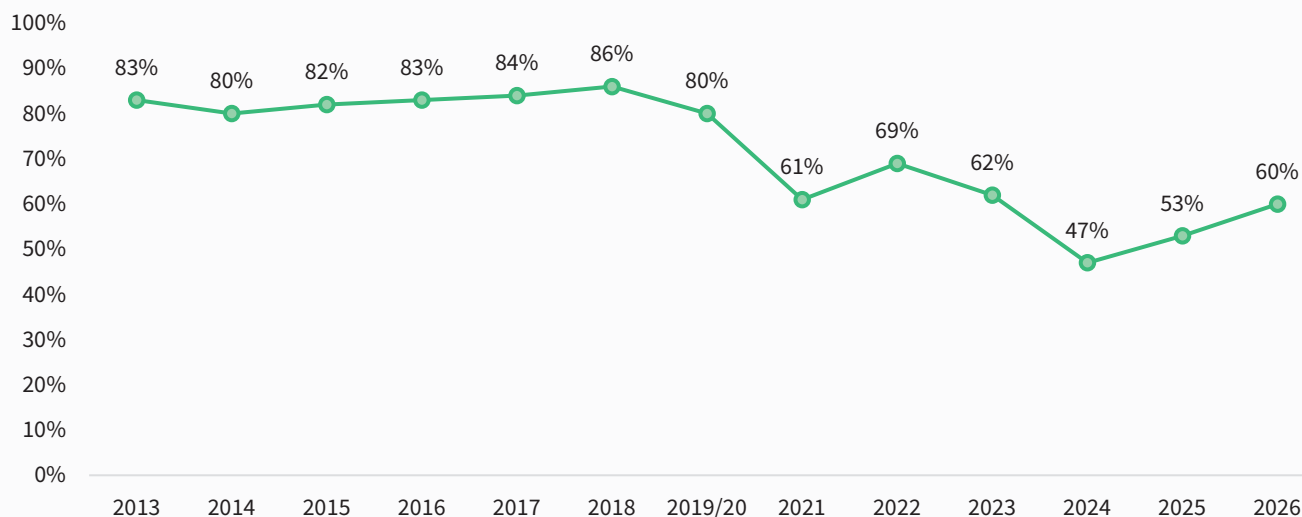
Figure 9.3 Satisfaction with elected members and Council – trend analysis

		2015	2016	2017	2018	2020	2021	2022	2023	2024	2025	2026
Decision-making, planning and leadership of elected members	Satisfied	82%	83%	84%	86%	80%	61%	69%	62%	47%	53%	60%
	Very satisfied	50%	48%	55%	56%	46%	27%	37%	32%	26%	25%	26%
Council's goal to promote growth, living, and working in the Clutha District	Satisfied	89%	82%	84%	86%	82%	67%	75%	70%	56%	60%	66%
	Very satisfied	61%	62%	63%	64%	51%	36%	50%	42%	31%	34%	40%
Being able to have a say in Council decision-making and planning	Satisfied	71%	73%	73%	77%	72%	56%	59%	52%	51%	46%	50%
	Very satisfied	40%	45%	46%	47%	43%	24%	35%	33%	23%	25%	24%
The helpfulness and advice from Council staff	Satisfied	84%	82%	84%	85%	86%	66%	77%	69%	66%	67%	67%
	Very satisfied	58%	59%	60%	65%	62%	37%	56%	48%	49%	48%	46%
The overall performance of the Clutha District Council	Satisfied	84%	84%	86%	87%	78%	64%	71%	66%	55%	60%	57%
	Very satisfied	56%	56%	56%	61%	50%	36%	44%	38%	31%	29%	31%
Value for money for rates paid to Clutha District Council	Satisfied							54%	46%	39%	38%	37%
	Very satisfied							23%	24%	19%	14%	17%

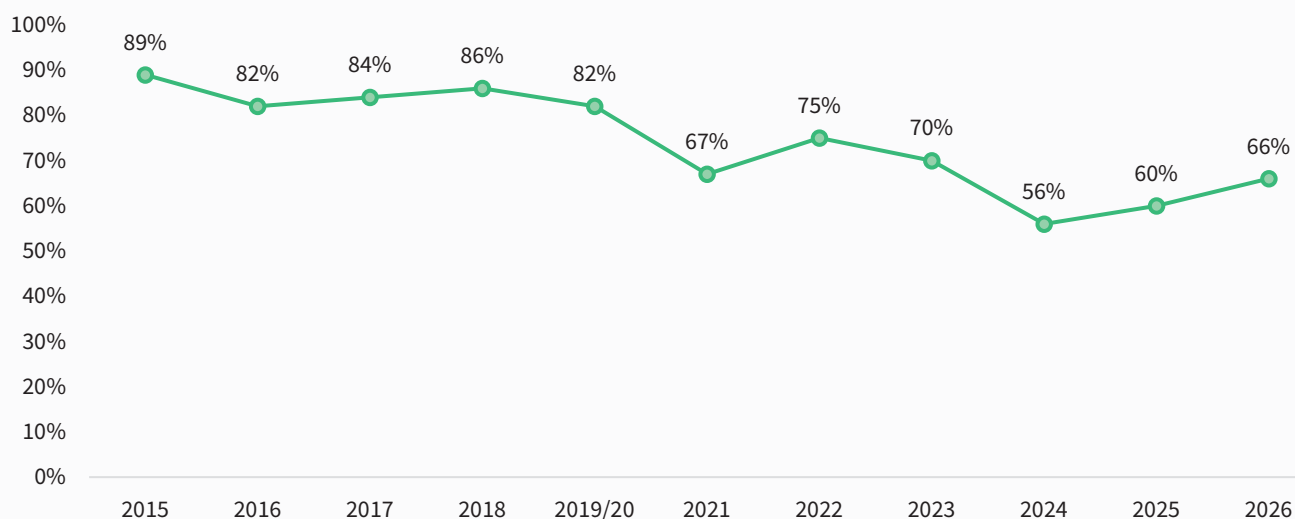
Figure 9.4 Satisfaction with elected members and Council, over time

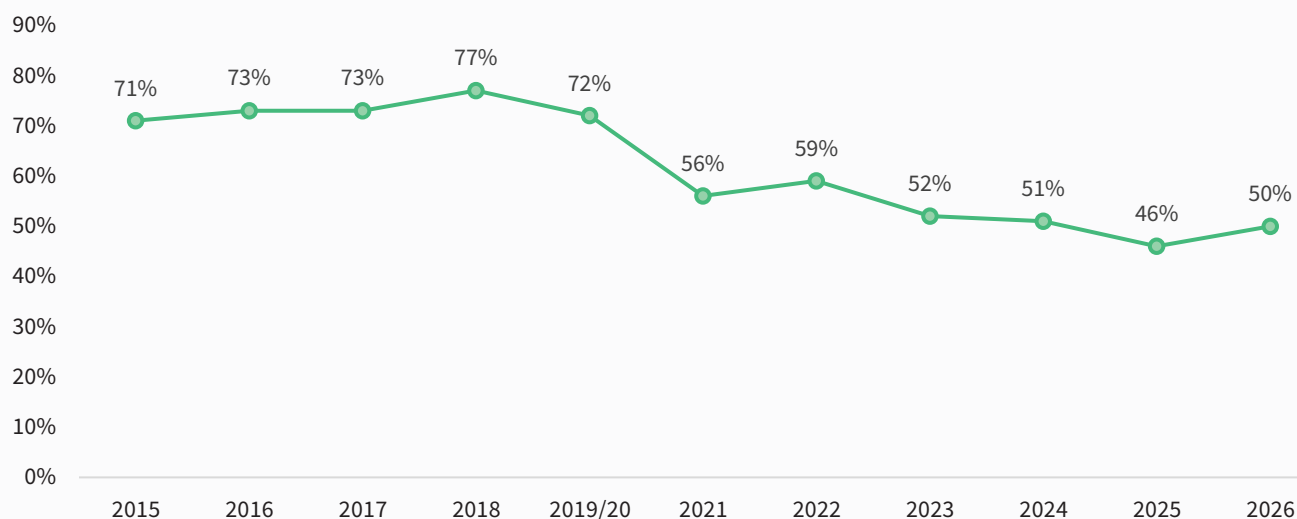
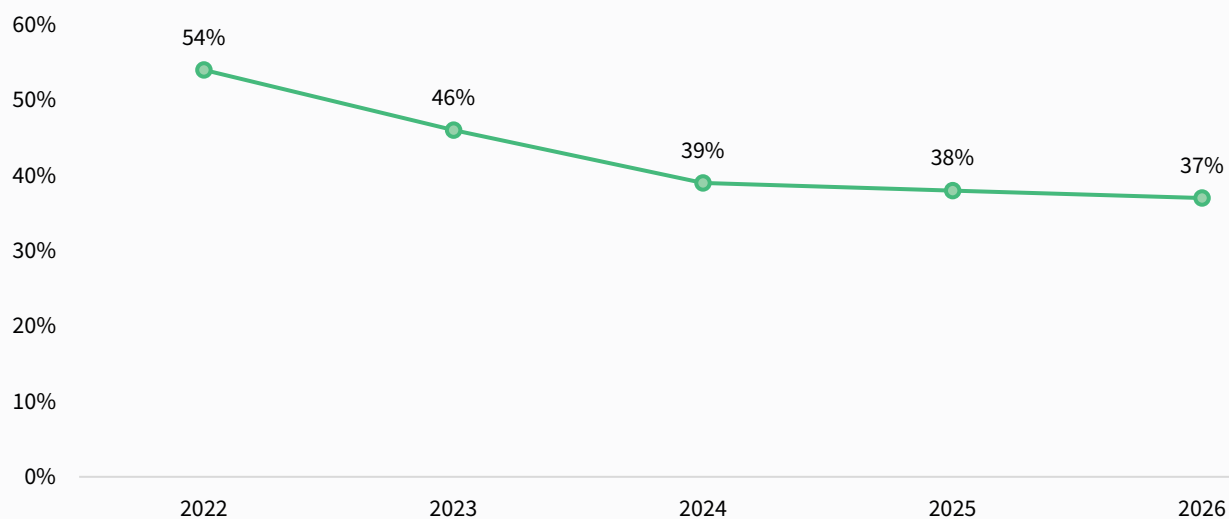


Decision-making, planning and leadership of elected members



Council's goal to promote growth, living, and working in the Clutha District



Being able to have a say in Council decision-making and planning**Value for money for rates paid to Clutha District Council**

Section 10

Areas for Council Improvement



When asked what services or facilities the Council needed to make improvements on, bearing in mind the potential impact on rates and/or user charges, residents have consistently recognised roading as the key priority. The figures below show a comparison of improvements listed between 2023 and 2026.

The highest proportions of residents in 2026 advocated for improvements to:

- Roading – particularly grading and addressing potholes
- Footpath maintenance and surfacing
- Financial management – advocating for cautious spending with a focus on essential projects and efficiency
- Rates / rates affordability

Water quality, which was at a high of 13 per cent last year, has declined to just 2 per cent of mentions. This aligns with improvements seen in satisfaction levels with both reliability and taste and clarity of water supply.

The proportion of residents stating that Council does not need to make any improvements has risen to 20 per cent in 2026. This the highest level recorded since the beginning of measurement in 2023.

Figure 10.1 Other Council improvements

	2023	2024	2025	2026
Roads	23%	20%	16%	22%
Council does not need to make any improvements to services or facilities	9%	11%	13%	20%
Footpath maintenance	12%	8%	14%	15%
Financial management	3%	11%	13%	9%
Rates / rates affordability	3%	6%	5%	7%
Water – general	15%	3%	8%	5%
Listening to/communicating with public	4%	6%	9%	4%
Waste management/ recycling	7%	6%	8%	4%
Water supply	4%	2%	2%	4%
Public toilets	4%	5%	2%	3%
Water management	1%	7%	8%	2%
Swimming pools	2%	4%	3%	2%
Water quality	3%	7%	13%	2%
Halls and community centres	1%	1%	1%	2%
Policies/ processes	2%	2%	3%	1%
Stormwater	4%	2%	2%	1%

	2023	2024	2025	2026
Libraries		2%	2%	1%
Elected members and council	2%	1%	1%	1%
Playgrounds		1%	1%	1%
Parks and reserves	3%	2%	1%	1%
Traffic management (e.g. pedestrian crossings, signage)			1%	1%
Main street			1%	1%
Eliminate urban-rural divide/ less focus on Balclutha		1%	1%	1%
Other	4%	3%	1%	6%
Cost of Mt Cooee landfill		1%	2%	0%
Planning/Direction		2%	1%	0%
Parking		1%	1%	0%
Wastewater / sewerage	3%	2%	1%	0%
Community Facilities - General		2%	1%	0%

Section 11

Appendix One: Demographic Profile



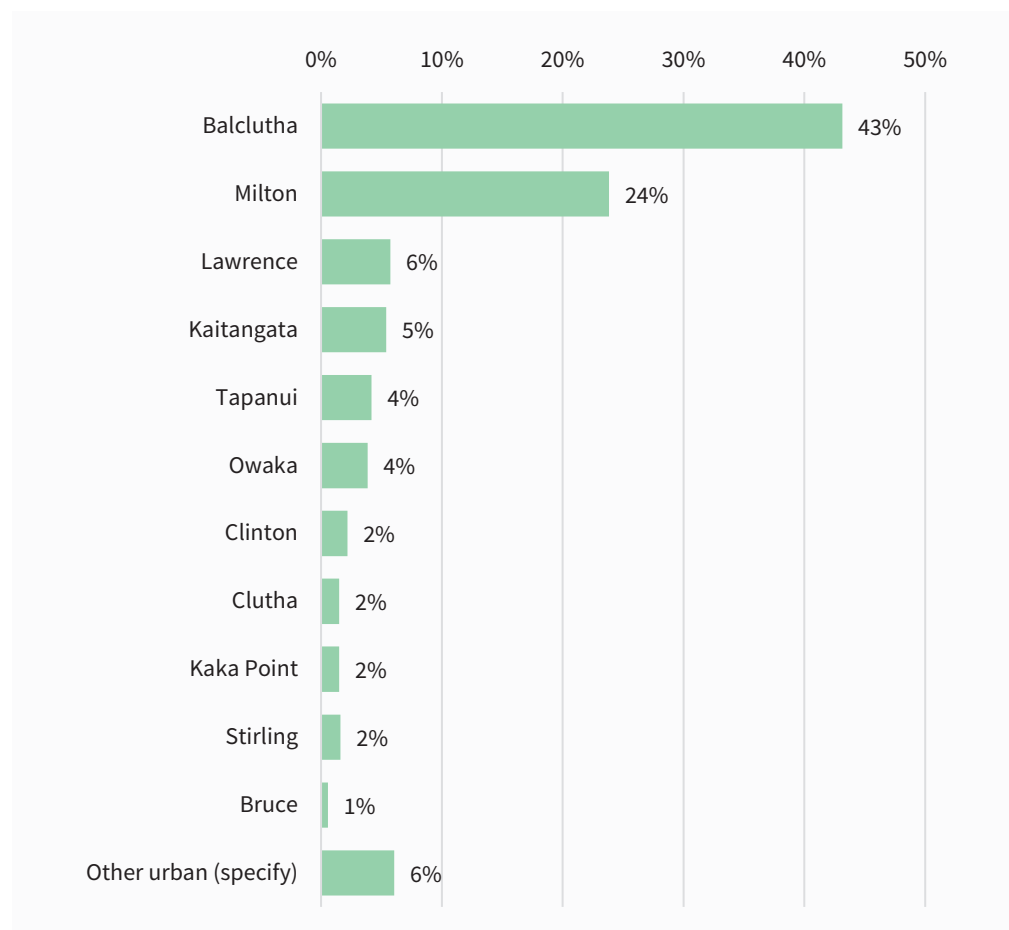
Figure 11.1 – Place of residence

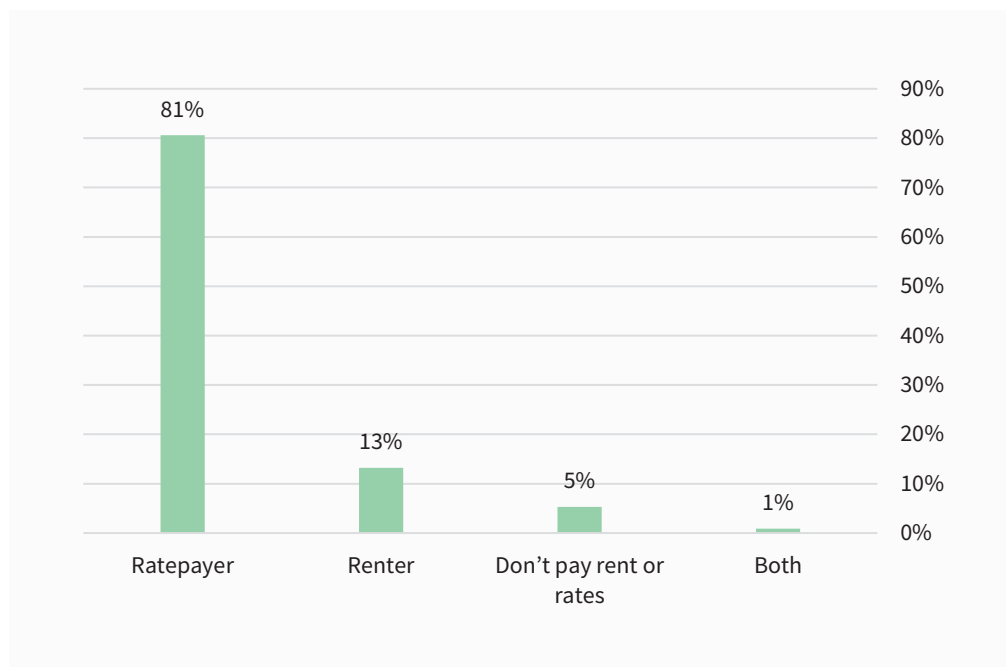
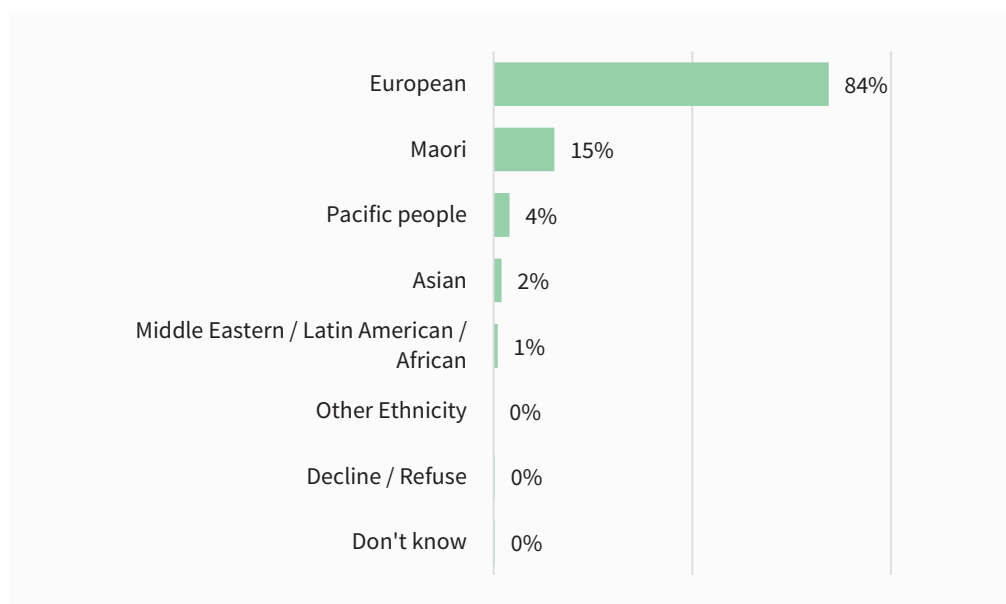
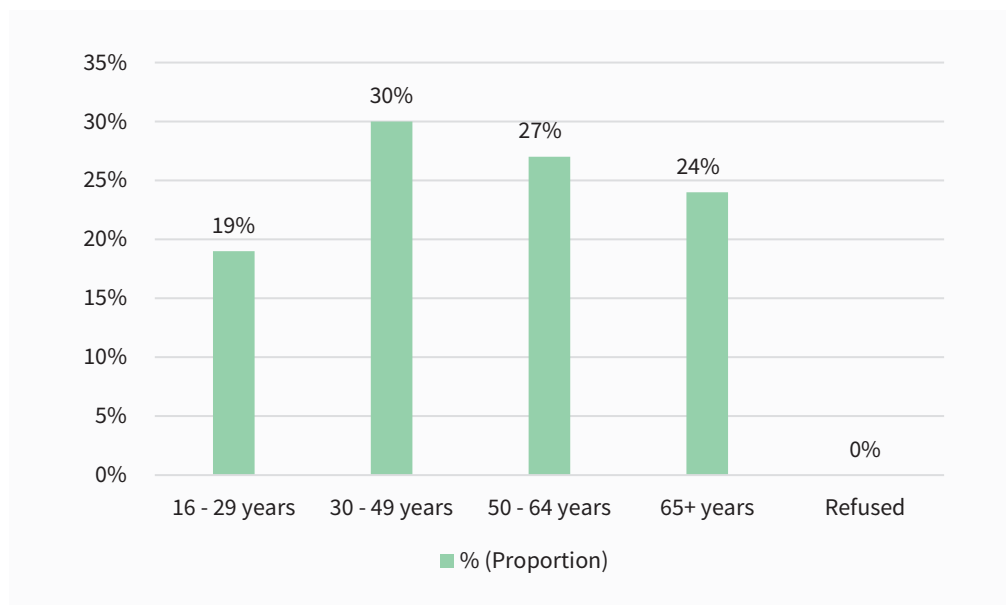
Figure 11.2 – Ratepayer status

Figure 11.3 – Ethnicity


Figure 11.4 – Age ⁽¹⁾ spread (weighted)


⁽¹⁾ Age spread (unweighted): 16-29 yrs 7%, 30-49 32%, 50-64 29%, 65+ 32%

Figure 11.5 – Rural/urban split

	Responses	Frequency
Rural	140	47%
Town (Urban)	160	53%
Total	300	100%

Figure 11.6 – Gender split

	Responses	Frequency
Male	156	53%
Female	144	47%
Gender diverse	0	0%
Prefer not to specify	0	0%
Total	300	100%

Section 12

Appendix Two: Online Survey Respondents



The online survey was open for completion to all residents between the 9th and 24th June. The survey link was promoted by Clutha District Council. At the time the survey was live, Council was also asking residents to participate in its Local Government Amalgamation Survey and had recently sought feedback from some residents in relation to housing. The consultation period for the Draft Annual Plan closed on the 28th April, prior, but still close to this survey period.

28 residents chose to complete the survey online this year. Given the small base size for this group of residents, all data from this survey source should be treated with caution and as indicative of differences only.

NOTE ON ONLINE SURVEY RESULTS.

The 28 residents that chose to complete the online survey self-selected to participate and, therefore, should not be viewed as a representative sample of the Clutha District population.

The results from the two survey samples are shown in the following tables. Statistically significant differences between the two groups are highlighted by red and green font in the tables.

Note: Due to small base sizes in 2026, there are relatively fewer differences observed between the survey types than seen in previous years.

Satisfaction with wastewater service

	Random sample –phone survey	Self-selecting sample –online survey
Very dissatisfied or dissatisfied	15%	27%
	31	4
Very satisfied or satisfied	85%	73%
	154	11

Satisfaction with the stormwater system

	Random sample –phone survey	Self-selecting sample –online survey
Very dissatisfied or dissatisfied	23%	35%
	41	6
Very satisfied or satisfied	77%	65%
	141	11

Reliability of water supply

	Random sample –phone survey	Self-selecting sample –online survey
Very dissatisfied or dissatisfied	30%	54%
	70	14
Very satisfied or satisfied	70%	46%
	180	12

Taste and clarity of water supply

	Random sample –phone survey	Self-selecting sample –online survey
Very dissatisfied or dissatisfied	42%	69%
	101	18
Very satisfied or satisfied	58%	31%
	142	8

Local roads appropriate for travel

	Random sample –phone survey	Self-selecting sample –online survey
Very dissatisfied or dissatisfied	45%	54%
	135	15
Very satisfied or satisfied	55%	46%
	163	13

Maintenance – local gravel roads

	Random sample –phone survey	Self-selecting sample –online survey
Very dissatisfied or dissatisfied	47%	56%
	136	15
Very satisfied or satisfied	53%	44%
	149	12

Maintenance – local sealed roads

	Random sample – phone survey	Self-selecting sample – online survey
Very dissatisfied or dissatisfied	32%	57%
	94	16
Very satisfied or satisfied	68%	43%
	203	12

Footpaths

	Random sample – phone survey	Self-selecting sample – online survey
Very dissatisfied or dissatisfied	47%	83%
	127	19
Very satisfied or satisfied	53%	17%
	136	4

Wheelie bin service

	Random sample –phone survey	Self-selecting sample –online survey
Very dissatisfied or dissatisfied	8%	24%
	19	6
Very satisfied or satisfied	92%	76%
	205	19

Mount Cooe landfill

	Random sample –phone survey	Self-selecting sample –online survey
Very dissatisfied or dissatisfied	10%	27%
	11	3
Very satisfied or satisfied	90%	73%
	87	8

Satisfaction with Council facilities

	Random sample – phone survey	Self-selecting sample –online survey
District parks and reserves	87%	73%
	103	8
Balclutha Sportsground	93%	50%
	68	2
Milton Sportsground	86%	n/a
	34	n/a
Playgrounds	83%	43%
	74	3
Cemeteries	94%	78%
	87	7
Community Libraries	93%	100%
	103	10
Clutha iSite Visitor Information Centre	97%	100%
	69	5
Public toilets	81%	53%
	137	8
Balclutha Pool	89%	100%
	53	3
Milton Pool	81%	50%
	12	1
Community centre or community halls	94%	100%
	127	10

Satisfaction with Council

	Random sample –phone survey	Self-selecting sample –online survey
Decision-making, planning and leadership of elected members	60%	28%
	160	7
Council's goal to promote growth, living, and working in the Clutha District	66%	42%
	178	10
Being able to have a say in Council decision-making and planning	50%	21%
	129	5
The helpfulness and advice from Council staff	67%	43%
	174	10
The overall performance of the Clutha District Council	57%	31%
	164	8

Value for money

	Random sample –phone survey	Self-selecting sample –online survey
Very dissatisfied or dissatisfied	63%	84%
	153	21
Very satisfied or satisfied	37%	16%
	84	4

Sample profile

Age	Random sample – phone survey	Self-selecting sample –online survey
16–29	19%	4%
	21	1
30–49	30%	21%
	96	6
50–64	27%	39%
	88	11
65+	24%	32%
	95	9
Refused	0%	4%
	0	1
Total sample	300	28

Gender	Random sample –phone survey	Self-selecting sample –online survey
Male	53%	32%
	156	9
Female	47%	64%
	144	18
Gender diverse	0%	0%
	0	0
Prefer not to say	0%	4%
	0	1
Total sample	300	28

Ratepayer status	Random sample –phone survey	Self-selecting sample –online survey
Ratepayer	81%	86%
	249	24
Renter	13%	7%
	36	2
Both	1%	4%
	3	1
Do not pay rent or rates	5%	4%
	12	1
Other	0%	0%
	0	0
Refused	0%	0%
	0	0
Total sample	300	28

Location	Random sample –phone survey	Self-selecting sample –online survey
Rural	47%	46%
	140	13
Urban	53%	54%
	160	15
Total sample	300	28

Area	Random sample –phone survey	Self-selecting sample –online survey
Balclutha	43%	20%
	72	3
Milton	24%	20%
	36	3
Kaitangata	5%	7%
	10	1
Tapanui	4%	47%
	8	7
Lawrence	6%	7%
	9	1
Kaka Point	2%	0%
	3	0
Stirling	2%	0%
	3	0
Clinton	2%	0%
	4	0
Owaka	4%	0%
	5	0
Clutha	2%	0%
	3	0
Benhar	0%	0%
	1	0
Bruce	1%	0%
	1	0
Other urban (specify)	6%	0%
	9	0
Total respondents	164	15



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Clutha District Council

Item for DECISION

Report	Risk & Assurance Committee Recommendations
Meeting Date	20 August 2026
Item Number	6
Prepared By	Rolene Coetzee – Executive Assistant/Property Manager
File Reference	1044609

REPORT SUMMARY

Recommendations made by the Risk & Assurance Committee to Council at a meeting held on 23 July 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 23 July 2026 be adopted:

1. CATEGORY A REPORTING 2026-2027

That Council includes the following Category A projects for reporting to the Risk & Assurance Committee for the 2026/27 Financial year:

- Elsie Stewart Community Library and Pool Project
- Milton Main Street Group of projects
 - North Milton State Highway 1 Pipeline Renewals
 - Milton Streetscape
 - Milton AC and concrete pipeline renewals
 - Milton Sewer and Stormwater network renewals
- Mt Coote Capital Projects
- Rosebank Hill (Clyde Street) pipeline Renewals
- Transportation Group of Projects (year 3)
- Wastewater Compliance Projects 22
- Datascape ERP Upgrade
- Southern Water Done Well Transition Process
- Long Term Plan Project

Clutha District Council

Item for CONFIRMATION

Report	Proposed 2027 Meeting Dates
Meeting Date	20 August 2026
Item Number	7
Prepared By	Julie Gardner – Executive Assistance/Governance Advisor
File Reference	1038747

REPORT SUMMARY

This report presents the proposed meeting dates for 2027 for confirmation.

RECOMMENDATIONS

1. That Council receives the Proposed 2027 Meeting Dates report.
2. That Council confirms the 2027 Meeting Dates or as amended.



CLUTHA DISTRICT COUNCIL MEETING DATES 2027

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COMMUNITY BOARDS 8-weekly		RISK & ASSURANCE 6-weekly	COUNCIL WORKSHOPS	COUNCIL 4-weekly		ADDITIONAL MEETINGS	YOUTH COUNCIL 6-weekly
West Otago <i>10.30am</i>	Law/Tuapeka <i>3.00pm</i>	9.30am	8.45am	1.30pm	Order (information reports only)		5.00pm
Wed 17 Feb	Wed 17 Feb	Thu 28 Jan		Thu 28 Jan	Int/ISD/3 Waters		
			Thu 25 Feb	Thu 25 Feb	Comm/F&P/Reg		
		Thu 11 Mar	Wed 24 Mar	*Wed 24 Mar	Int/ISD/3 Waters	Thu 11 Mar (LTP Council meeting)	Mon 22 Mar
Wed 14 Apr	Wed 14 Apr	Thu 22 Apr		Thu 22 Apr	Comm/F&P/Reg	Tue 20 & Wed 21 Apr (LTP Hearings)	
				Thu 20 May	Int/ISD/3 Waters	Wed 12 & Thu 13 May (LTP Decisions)	Mon 3 May
Wed 9 Jun	Wed 9 Jun	Thu 3 Jun		Thu 17 Jun	Comm/F&P/Reg	Thu 24 Jun (LTP adoption)	Mon 14 Jun
		Thu 15 Jul		Thu 15 Jul	Int/ISD/3 Waters		Mon 26 Jul
Wed 4 Aug	Wed 4 Aug			Thu 12 Aug	Comm/F&P/Reg		
Wed 29 Sep	Wed 29 Sep	Thu 26 Sep		Thu 9 Sep	Int/ISD/3 Waters		Mon 6 Sep
		Thu 7 Oct		Thu 7 Oct	Comm/F&P/Reg		Mon 18 Oct
Wed 24 Nov	Wed 24 Nov	Thu 25 Nov		Thu 4 Nov	Int/ISD/3 Waters		Mon 29 Nov
				Thu 9 Dec	Comm/F&P/Reg		



PUBLIC HOLIDAYS New Year's Day – Fri 1 Jan 2027 Day after New Year's Day – Sat 2 Jan 2027 (observed Mon 4 Jan 2027) CDC offices reopen – Tue 5 Jan 2027 Waitangi Day – Sat 6 Feb 2027 (observed Mon 8 Feb 2027) Actual Otago Anniversary Day – Mon 22 March 2027 Easter – Good Fri 26 Mar – Mon 29 Mar 2027 Observance of Otago Anniversary Day – Tue 30 Mar 2027 Anzac Day Holiday – Sun 25 Apr 2027 (observed Mon 26 Apr 2027) King's Birthday – Mon 7 Jun 2027 Matariki – Fri 25 Jun 2027 Labour Day – Mon 25 Oct 2027	LGNZ RURAL & PROVINCIAL SECTOR MEETINGS TO BE ADVISED ZONE 5 & 6 MEETINGS TO BE ADVISED NOTES * Wed due to Easter	LGNZ ANNUAL CONFERENCE TO BE ADVISED SCHOOL TERMS By Wed 3 Feb – Fri 9 Apr 2027 Tue 27 Apr – Fri 2 Jul 2027 Mon 19 Jul – Fri 24 Sept 2027 Mon 11 Oct – By Fri 17 Dec 2027
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Clutha District Council

Item for CONFIRMATION

Report	Confirmation of Council Minutes
Meeting Date	20 August 2026
Item Number	8
Prepared By	Julie Gardner – Executive Assistant/Governance Advisor
File Reference	1043064

REPORT SUMMARY

Attached for confirmation are the minutes of the meetings of the Clutha District Council held on 23 July and 30 July 2026.

RECOMMENDATION

1. That the minutes of the meeting of the Clutha District Council held on 23 July 2026 be approved as a true and correct record.
2. That the minutes of the meeting of the Clutha District Council held on 30 July 2026 be approved as a true and correct record.

Clutha District Council

Minutes of the meeting of Clutha District Council held in the Council Chambers, 1 Rosebank Terrace, Balclutha on Thursday 23 July 2026 commencing 1.30pm.

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), Linda Till (Three Waters Group Manager), Sharon Jenkinson (Finance & Policy Group Manager), Donna McArthur (Infrastructure Strategy & Delivery Group Manager), David Ward (Risk & Assurance Chair), Peter Stafford (Strategic Planning Manager), Beki McCabe (Senior Communications Advisor) and Julie Gardner (Executive Assistant/Governance Advisor)
Apologies	There were no apologies.

Mayor Jock Martin welcomed Councillors, staff and the media to the meeting.

Mayor Martin said a Whakatauki to start the meeting.

LATE ITEMS

Moved Councillors McCrostie/Graham and Resolved:

“That the “Request to Accept a Late Item to the Public Excluded Council Meeting Agenda” report be received.

That Council accepts the following item as a Public Excluded Late Item:

- ***Draft offer of settlement***

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
Draft offer of settlement	The information contained in the report is subject to an obligation of confidence which would prejudice the supply of information from Parker Cowan Lawyers if made public. The information contained in this report includes legal advice which is also subject to legal professional privilege.	A2 (c)(i) Protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied A2 (g) To maintain legal professional privilege.

DECLARATIONS OF INTEREST

- Councillor McCrostie – Agenda Item 4 – Temporary Road Closure – Catlins Rally Sprints 2026
- Councillor Cotton – Agenda Item 2 – Lawrence Heritage & Cultural Trust Reimbursement Request

PRESENTATIONS

Linda Till – Three Waters Group Manager presented the following staff with certificates and congratulated them on their achievements:

- Neil Higgins – NZ Certificate in Wastewater Treatment (Level 4)
- Norton Shield – NZ Certificate in Water Treatment (Level 4)

- **Geoff Davidson**

Lawrence/Tuapeka Community Board Chairman Geoff Davidson was recognised by Mayor Martin and Councillor Cotton for 37 years as a Member of Lawrence/Tuapeka Community Board. He will be nationally recognised at the LGNZ AGM at the end of July for his achievement. Geoff was presented with a certificate and photo, and Joss was presented flowers in recognition of her ongoing support for Geoff.

PUBLIC FORUM

Phil Barrett

- Started with an apology to Chief Executive Steve Hill for his recent outburst.
- He conveyed ratepayer frustration about recent rates rises and the financial pressure on families and fixed-income earners.
- He urged Council to better represent ratepayers' interests, including challenging Government direction where necessary.
- He expressed concern that Council decision-making is influenced by staff reports and paperwork, rather than elected representatives.
- He said amalgamation would not solve the issues and would likely result in a larger bill being spread across more ratepayers.
- He asked staff to provide practical options and adopt a different approach to addressing community concerns.

1 APPLICATION FOR RATES REMISSION – RETIREMENT COTTAGES IN LAWRENCE

The report presents a request from Tuapeka Health Incorporated (THI) for a rates remission for their four retirement cottages, located at 4 Harrington Place, Lawrence for a three-year term.

Sharon Jenkinson (Finance & Policy Group Manager) was in attendance for this item.

She highlighted the letter and the options analysis that are included with this item then introduced Mark Hay from THI to talk to the item.

He stated that the request was well summarised in the agenda item and answered various questions from the Councillors.

The questions asked are summarised below:

- Residents may apply for the rates rebate under their occupational rights agreement, even though the rates are formally paid by THI.
- Residents own the units, which are eventually sold back to THI as part of the arrangement.
- Any rates rebate received would provide financial relief to the tenant.

The discussion noted that the request did not meet the criteria of the current policy, raising concerns about setting a precedent for other facilities. However, some support was expressed given the circumstances and the potential financial impact on THI and residents.

Moved Councillors Graham/Catherwood and Resolved:

“That Council receives the ‘Application for Rates Remission – Retirement Cottages in Lawrence’ report.”

That Council does not grant a rates remission for the four retirement cottages at 4 Harrington Place, Lawrence for a 3-year term from 1 July 2026 to 30 June 2029.”

Vote:

For (9)

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

Against (1) - Councillor Cotton

Motion carried.

2 LAWRENCE HERITAGE & CULTURAL CHARITABLE TRUST REIMBURSEMENT REQUEST

The Finance & Policy Group Manager and Community Services Administrator submitted a request from the Lawrence Heritage & Cultural Charitable Trust for reimbursement of building consent additional processing charges.

As the reimbursement does not fit within any Council Policy it is referred to Council for a decision.

Sharon Jenkinson and Sonia Farquharson were in attendance for this item.

Councillor Cotton had declared a conflict of interest in this item earlier in the meeting however was permitted to answer questions.

The discussion noted that the Trust had already paid \$14,000 in building consent fees and was seeking reimbursement of the remaining balance. While the request did not clearly fit within current policy settings, Councillors acknowledged the heritage value of the courthouse, the group’s proactive fundraising efforts, and the financial pressure created by the building consent process.

Moved Councillors Graham/Frost:

“That Council receives the ‘Lawrence Heritage & Cultural Charitable Trust Reimbursement Request’ report.

That Council does not approve the request from the Lawrence Heritage & Cultural Charitable Trust for a fees reimbursement of \$4,664.00 (GST Incl.) to cover the remaining balance of their building consent fees."

Vote:

For (2)

Councillors Frost, Graham

Against (8)

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

Motion was lost.

Moved Councillors McAtamney/Kennedy and Resolved:

"That Council receives the 'Lawrence Heritage & Cultural Charitable Trust Reimbursement Request' report.

That Council approves a fees reimbursement of \$4,664.00 (GST Incl.) to the Lawrence Heritage and Cultural Charitable Trust to cover the remaining balance of their building consent fees from the Fees Reimbursement Scheme."

Vote:

For (6)

Mayor Martin, Councillors McAtamney, Kennedy, Harrison, Smith, McCrostie

Against (3)

Councillors Frost, Graham, Catherwood

Motion carried.

3 STRATEGIC PROCUREMENT OPTIONS FOR MT COOEE LANDFILL

The Infrastructure Strategy & Delivery Group Manager presented a report providing Council with information to support an informed future decision on the long-term future of Mt Cooe, and whether to continue landfill development or a transfer station facility enabling waste to be transferred out of region.

Donna McArthur was in attendance and provided updated information on this item.

Matt Thomas via Teams, and Paul Duffy (DS Project Solutions) were also in attendance.

The following points were highlighted:

- Mt Cooee options were discussed, including continued landfill development, a temporary transfer station, and potential out-of-district waste transfer.
- Procurement and tendering timeframes were outlined, with a new cell needed by September 2027 and temporary overfilling possibly required.
- Financial matters included AB Lime pricing assumptions, an \$8M budget deficit, ETS and levy impacts, debt concerns, and likely added transport costs.
- Further modelling is needed through the business case, including break-even points and public/private partnership options.
- Parallel procurement/design work was proposed to avoid delays, with temporary transfer station modelling and tender documents already available.

Moved Councillors Frost/Graham and Resolved:

“That Council receives the ‘Strategic Procurement Options for Mt Cooee Landfill’ report.

That Council approves the initiation of a formal Business Case to confirm the benefits forecast of \$18.9M over 25 years.

That Council approves in parallel, the advancement of the procurement of design and construction of Mt Cooee.

That Council approves in parallel, the advancement of the procurement of design and construction of a temporary transfer station at Mt Cooee.”

Unanimous.

Meeting was adjourned at 3.33pm.

Meeting was reconvened at 3.47pm.

4 TEMPORARY ROAD CLOSURE – CATLINS RALLY SPRINT 2026

The Transportation Network Control Officer submitted a report seeking approval for the temporary closure of Puaho & Burnt Flat Roads on Saturday 15 August 2026 and Cannibal Bay Road on Sunday 16 August 2026 to facilitate the running of the Catlins Rally Sprint Weekend.

Moved Councillors Catherwood/Cotton and Resolved:

“That Council receives the ‘Temporary Road Closure – Catlins Rally Sprint 2026’ report.

That Council approves the temporary closure of Puaho & Burnt Flat Roads on Saturday 15 August 2026 and Cannibal Bay Road on Sunday 16 August 2026 from 8am to 6pm respectively.”

5 ELECTORAL DECISIONS BRIEFING

The Strategic Planning Manager and Electoral Officer, Election Services presented a report requesting Council to consider voting systems, Māori ward options and an 'early' review of representation arrangements for the 2028 elections rather than 2031 which is the current requirement.

Peter Stafford was in attendance for this item, along with Judith Ofoske and Stacey Siddle (Election Services) via Teams.

Councillor Harrison left the meeting at 4.03pm and was an apology for the public excluded session.

Moved Councillors Catherwood/Graham and Resolved:

"That Council receives the 'Electoral Decisions Briefing' report.

That Council notes the presentation to be provided by Judith Ofoske and Stacey Siddle, Electoral Officer, from Election Services.

That Council agree to the decision timetable for the electoral reviews and decisions as follows:

- ***The review of the electoral system which must be completed by 12 September 2026, will be brought to Council for decision at its meeting on 20 August 2026.***
- ***Consideration of whether Māori wards should be introduced is currently optional, but if these are to be introduced for the 2028 elections, a decision is required by 12 September 2026. It is proposed this matter will be brought to Council for decision at its meeting on 20 August 2026 following consultation with Iwi.***
- ***It is proposed the need for an 'early' review of representation arrangements will be brought to Council at its meeting on 20 August 2026 for decision, considering whether the current structure is working, Māori wards decisions and potential impacts of Government reforms."***

Unanimous.

6 ASSET MANAGEMENT POLICY REVIEW

The Manager Asset Management presented the Asset Management Policy 2026 for adoption.

Cosmus Makuvise was in attendance for this item.

When questioned about incorporating Te Ao Māori values, Cosmus explained that these are a part of the Āpōpō Professional Guide to asset management practice in the local government sector. It is about best practice, although Councillors questioned whether it added to the cost.

Moved Councillors Catherwood/McCrostie and Resolved:

“That Council receives the ‘Asset Management Policy Review’ report.

That Council adopts the Draft Asset Management Policy 2026 (Attachment A).

That Council retires the ‘Asset Management Policy 2022’ (Attachment B).

That Council notes that subject to Council’s adoption of the Draft Asset Management Policy 2026, staff will bring back to Council by 17 September 2026, proposals to update policies that can be brought under the umbrella of this overarching Policy either as a procedure or guidelines - for example Policy on Footpaths.

That Council delegates to the Chief Executive responsibility to maintain the currency of technical references within the policy in relation to sections on: Relevant Legislation; Clutha District Council Documents; and Best Practice Reference/Standards.”

Unanimous.

7 STRATEGIC ASSET ALLOCATION REPORT – was Agenda Item 8

The Finance & Policy Group Manager submitted a report requesting a decision on changes to Council’s investments with Amova Asset Management.

Sharon Jenkinson was in attendance for this item, along with Ben Trollip from MJW who provided updated information on the investments.

Moved Councillors Cotton/Catherwood and Resolved:

“That Council receives the ‘Strategic Asset Allocation’ report.

That Council notes the Melville Jessop Weaver recommendations to change the investment strategy and asset allocation with Amova Asset Management.

That Council approves the recommended changes to Clutha District Council’s Investment strategy and asset allocation as suggested by Melville Jessop Weaver.”

Unanimous.

8 REASONS TO MOVE TO PUBLIC EXCLUDED SESSION – was Agenda Item 19

Moved Councillors Kennedy/Catherwood 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
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		The specific provisions of the Act that relate to these minutes can be found in the open minutes of the Risk &

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.	Assurance Committee meeting held on 11 June 2026.
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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 4.32pm.

The meeting moved back into public session at 4.48pm.

9 LGNZ POLICY REMITS 2026

The Assistant to the Mayor submitted a report requesting Council consider the 2026 LGNZ policy remits and provide voting directions on these.

Moved Councillors Catherwood/Cotton and Resolved:

“That Council receives the ‘LGNZ Policy Remits 2026’ report.”

Moved Councillors Graham/McCrostie and Resolved:

“That Council provides a voting direction on the nine Remits for the LGNZ Annual General Meeting as follows:

Remit 1 – Priorities for Dog Control Act reform - Support

Remit 2 – Improved regulation of vape retailers – Not Support

Remit 3 – Financial support for government reform implementation costs - Support

Remit 4 – Removal of Representation Review requirements during Simplifying Local Government reform - Support

Remit 5 – Devolution of place-naming authority to Territorial Authorities - Support

Remit 6 – Enhanced role for government in supporting subnational diplomacy – Not Support

Remit 7 – Bulk funding of transport activities – Support

Remit 8 – Improving LTP audit requirements - Support

Remit 9 – A fairer approach to uneconomic transport infrastructure funding - Support

10 CONFIRMATION OF COUNCIL MINUTES

The minutes of the meeting of the Clutha District Council held on 25 June 2026 were submitted for confirmation.

Moved Councillors Kennedy/Frost and Resolved:

“That the minutes of the meeting of the Clutha District Council held on 25 June 2026 be approved as a true and correct record.”

11 WEST OTAGO COMMUNITY BOARD MINUTES

The unconfirmed minutes of the meeting of the West Otago Community Board held on 10 June 2026 were submitted.

Moved Councillors Kennedy/Cotton and Resolved:

“That the unconfirmed minutes of the meeting of the West Otago Community Board held on 10 June 2026 be noted.”

12 LAWRENCE/TUAPEKA COMMUNITY BOARD MINUTES

The unconfirmed minutes of the meeting of the Lawrence/Tuapeka Community Board held on 10 June 2026 were submitted.

Moved Councillors Cotton/Kennedy and Resolved:

“That the unconfirmed minutes of the meeting of the Lawrence/Tuapeka Community Board held on 10 June 2026 be noted.”

13 YOUTH COUNCIL MINUTES

The unconfirmed minutes of the meeting of the Clutha District Youth Council held on 15 June 2026 were submitted.

Moved Councillors McCrostie/Smith and Resolved:

“That the unconfirmed minutes of the Youth Council meeting held on 15 June 2026 be noted.”

14 MAYORAL REPORT

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

Moved Mayor Martin/Councillor Cotton and Resolved:

“That the ‘Mayoral Report and Councillors attendances’ dated 23 July 2026 be received.”

15 CHIEF EXECUTIVE’S REPORT

Reports on events attended, staffing and other matters in hand at present.

Moved Councillors Graham/Catherwood and Resolved:

“That the ‘Chief Executive’s Report’ dated 23 July 2026 be received.

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

15.1	WARRANT OF APPOINTMENT
	The following warrant holders are authorised to exercise the powers and duties of Council as delegated: Dog Control Act 1996, Local Government Act 2002, Impounding Act 1955 • Brigitta Cropp The addition of Land Transport Act 1998 to the following warranted officer: • Olivia Dickson The addition of the Resource Management Act 1991 to the following warranted officers: • Melanie Nelson • Paora Wichman • Lauren McDougal • Richard Agar • Rory Solin • Walter Shaw • Alan Ryder

	• Alister Todd • Andrew Warden • Anthony Corbett • Fergus McNaughton
15.2	CONSENT FORM – Uplifting of limitation as to parcels without ground marking
	Consent to the boundaries that are depicted on LT 625878 and are in common with the formed road (Big Bush Road)

16 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 Frost/Cotton and Resolved:

“That Council receives the ‘Internal Services Department Update’ report dated 23 July 2026.”

17 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 spoke to the report and answered questions.

Moved Councillors Graham/Frost and Resolved:

“That Council receives the ‘Infrastructure Strategy & Delivery Department Update’ report dated 23 July 2026.”

18 THREE WATERS DEPARTMENT UPDATE

The Three Waters Group Manager submitted a report which provides an overview of the activities that make up the interests within the Department.

Linda Till was in attendance to talk to the report and answer questions.

Moved Councillors Cotton/McCrostie and Resolved:

“That Council receives the ‘Three Waters Department Update’ report dated 23 July 2026.”

19 THREE WATERS COMPLIANCE UPDATE

The Principal Compliance Engineer and Network Operations Manager submitted an update on all compliance-related issues across the Three Waters Operations department.

Greta Campbell highlighted various items from the report and answered questions.

Moved Councillors Cotton/Frost and Resolved:

“That Council receives the ‘Three Waters Compliance Update’ report dated 23 July 2026.”

The meeting closed at 5.37pm.

Read and Confirmed

**J K Martin
MAYOR**

Clutha District Council

Minutes of the extraordinary meeting of Clutha District Council held in the Council Chambers, 1 Rosebank Terrace, Balclutha on Thursday 30 July 2026 commencing 4.38pm.

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, Donna McArthur (Infrastructure Strategy & Delivery Group Manager), Peter Stafford (Strategic Planning Manager), Natasha Holland (Communications Manager), Beki McCabe (Senior Communications Advisor) and Julie Gardner (Executive Assistant/Governance Advisor)
Apologies	There were no apologies.

Mayor Jock Martin welcomed Councillors, staff and the media to the meeting.

LATE ITEM

Moved Councillors Graham/Kennedy and Resolved:

“That the “Request to Accept a Late Item to the Extraordinary Council Meeting Agenda” report be received.

Moved Councillors Graham/McCrostie and Resolved:

That Council accepts the following item as a Late Item:

- ***Simplifying Local Government – Additional Information”***

Unanimous.

1 SIMPLIFYING LOCAL GOVERNMENT

The report requests a decision on what action Clutha District Council will take ahead of the 9 August 2026 “Head Start” deadline.

Following Wednesday’s meeting and decisions of the Central Otago District Council (CODC), a late item with additional information was circulated for consideration. CODC have resolved to prepare a Headstart proposal that includes Clutha District Council (CDC) and Queenstown Lakes District Council (QLDC).

The Chief Executive spoke to the report and highlighted that when the report was written there was no Head Start proposal on the table, however this changed after yesterday’s CODC meeting. New recommendations have been proposed for Council’s consideration.

QLDC is considering the proposal at a meeting being held on Monday 3 August 2026.

Councillors discussed the proposal and questioned the ‘exit’ strategy, they were advised that the ‘off ramp’ was available up until the final stages. This would be considered once public feedback had been received but was also available if another offer was proposed.

There has been no confirmation of what happens once the ‘Head Start’ proposal is accepted. Legislation is due to be enacted on this in March 2027.

Councillors generally supported participating in the Head Start proposal with CODC and QLDC, seeing it as an opportunity to shape bespoke arrangements, retain a strong rural and local voice, and protect community identity. Key themes included the importance of local decision-making, affordability, catchment alignment, community councils, and clear review or exit mechanisms. Councillors acknowledged some uncertainty, particularly around the backstop and next steps, but viewed the proposal as a positive way to influence the process and keep communities informed.

Moved Councillors Catherwood/Frost and Resolved:

“That Council receives the ‘Simplifying Local Government’ report.”

Unanimous.

Moved Councillors Graham/Harrison and Resolved:

“That Recommendation 2 of the original report be amended to read: “That Council notes that there is a qualifying “Head Start” proposal on the table for Clutha District Council.”

Unanimous.

Moved Councillors Cotton/Graham and Resolved:

“That Council directs staff to prepare a Headstart proposal based on the following parameters:

- a. A unitary council comprising the full areas of Central Otago District Council, Clutha District Council, and Queenstown Lakes District Council.***
- b. Recognition that an option may exist for the Waihemo Ward of Waitaki District and rural areas of Dunedin City, including Middlemarch and the Taieri Catchment, to be incorporated into the proposed unitary authority.***
- c. Community councils with rating powers being identified as the primary mechanism for retaining local representation and community voice.***
- d. The opportunity to explore bespoke legislative arrangements being included within the proposal framework.***
- e. The ability to further develop and refine options relating to the proposed unitary authority prior to undertaking public consultation.***
- f. The inclusion of review and/or exit mechanisms should future circumstances warrant reconsideration of the arrangement.”***

Unanimous.

Moved Councillors Frost/Harrison and Resolved:

“That Council notes that the draft proposal will be circulated to councillors for review once prepared.

That Council authorises His Worship the Mayor to sign the proposal on behalf of Clutha District Council for submission by the prescribed deadline of 9 August 2026.”

Unanimous.

The meeting closed at 5.10pm.

Read and Confirmed

**J K Martin
MAYOR**

Clutha District Council

Item for INFORMATION

Report	Risk & Assurance Minutes
Meeting Date	20 August 2026
Item Number	9
Prepared By	Rolene Coetzee – Executive Assistant/Property Manager
File Reference	1011186

REPORT SUMMARY

Attached are the unconfirmed minutes of the meeting of the Risk & Assurance Committee held on 23 July 2026.

RECOMMENDATIONS

1. That the unconfirmed minutes of the Risk & Assurance Committee held 23 July 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 23 July 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), 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), Rolene Coetzee (Executive Assistant/Property Manager), Christina Johnston (Organisational Performance Improvement Health & Safety Manager), AJ Cross (System and Support Team Lead), Dredd Garcia (Project Manager - Roading and Structures), Ash Edwards (Contractor)

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.

PUBLIC FORUM

There was no Public Forum.

AGENDA CHANGES

- Pages 25–36 were removed from the agenda as they were out of order and were replaced with a four-page A3 spreadsheet, which had also been emailed to members.
- The agenda was not renumbered; the removed pages were treated as blank pages.
- The Insurance Report listed in the public excluded section was withdrawn, as it had already been considered at the May Council meeting.

1. CONFIRMATION OF MINUTES

The minutes of the meeting of the Risk & Assurance Committee held on 11 June 2026 were submitted for confirmation.

Moved Councillors Graham / Kennedy and Resolved:

“That the Risk & Assurance Committee confirms as a true and correct record the minutes of the Risk & Assurance Committee held 11 June 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:

- The Committee was asked to consider the information it wanted included in future capital project reports, including delivery timeframes, budgets, funding sources, cashflow, risks, contractor performance, community expectations, and future operational/rating impacts.
- The Chair noted that the Risk Register had last been reviewed in 2022 and should be reviewed again, particularly in light of sector uncertainty and proposed legislative reform.
- Current potential risks brought up for consideration included:
 - Consequences of Government reform
 - Failure of waters infrastructure
 - Failure to comply with legislation
 - Lack of effective business continuity plan
 - Failure to engage appropriate resources
 - Inability to recover from natural disaster
 - Loss of building accreditation

- Reputational damage / having the right messaging
- Failure to deliver major project – on time
- Financial pressures / making rates unaffordable
- Technology failure
- Te Tiriti and Iwi/Mana Whenua partnerships
- A two-part process was outlined:
 - Identify risks and considering what should be added.
 - Confirm reporting requirements.
- Staff will prepare a further report for the next meeting on proposed Risk Register updates and the type and level of information to be reported back to the Committee.
- The Committee supported clear and regular communication with the community on key risks and how Council is responding to them.
- Staff updated the Committee on interim audit work completed at the end of June, including checks on rates, bank reconciliations, assets and internal controls. Annual Report preparation is progressing, with final audit work expected in late August/September before adoption by the end of October.
- The Chair noted he had briefly engaged with external auditor Mike Hawken on Long Term Plan matters, with no other issues raised regarding audit work.

Moved Chair Ward / Councillor Cotton and Resolved:

“That the Risk & Assurance Committee receives the Risk & Assurance Chair Report’ dated 23 July 2026.”

3. CATEGORY A REPORTING 2026-2027

Sharon Jenkinson – (Finance and Policy Group Manager) and Donna McArthur (Infrastructure Strategy & Delivery Group Manager) were in attendance to speak to the report and answer any questions.

They highlighted the following:

- The proposed 2026/27 Category A list was reviewed, noting the projects were in the adopted Annual Plan and would be monitored through Category A reporting.
- The Committee was asked to confirm the proposed list and reporting frequency, and to continue monitoring the projects.
- A significant workload was noted, with 179 line items. Of these, 111 are Three Waters projects, representing around two-thirds of the work programme that will be withdrawn from Council discussion in 12 months’ time.
- The Balmoral/Tuapeka Rural Water Scheme plant is now operational; however, potential capital works remain and the associated risks would be reported separately. The supply risk for summer is expected to be resolved before

Christmas. This has not yet been reported to Council, as information is still being developed.

- NZTA funding changes for bridge projects were discussed, including tender evaluation for up to nine bridges and a risk that not all works may be completed by June.
- Future reporting should include project overview, key staff/contractors, budget, funding, timeline, community expectations and risks.
- Transportation projects were prioritised to avoid funding issues, alongside 28 Three Waters delivery/design projects.
- Community Services projects were noted as mostly minor capital works delivered by operational teams.
- Members requested clearer project reporting on delivery status, design-only or deferred projects, and status colour coding, with the Chair to brief staff on report content.

Moved Councillors Graham / McAtamney and Resolved:

“That the Risk & Assurance Committee receives the Category A Reporting 2026-2027 Report.

That Risk & Assurance Committee recommends to Council the following Category A projects for reporting to the Risk & Assurance Committee for the 2026/27 Financial year.”

- ***Elsie Stewart Community Library and Pool Project***
- ***Milton Main Street Group of projects***
 - ***North Milton State Highway 1 Pipeline Renewals***
 - ***Milton Streetscape***
 - ***Milton AC and concrete pipeline renewals***
 - ***Milton Sewer and Stormwater network renewals***
- ***Mt Coote Capital Projects***
- ***Rosebank Hill (Clyde Street) pipeline Renewals***
- ***Transportation Group of Projects (year 3)***
- ***Wastewater Compliance Projects 22***
- ***Datascape ERP Upgrade***
- ***Southern Water Done Well Transition Process***
- ***Long Term Plan Project***

4. RISK STATUS PROGRESS REPORT - RISK #11 FAILURE TO IMPLEMENT PROCUREMENT PROCESSES SUCCESSFULLY

This report provided the Committee with an update on Risk #11, including current controls, residual risk rating and improvement actions for procurement processes.

Donna McArthur (Infrastructure Strategy & Delivery Group Manager) was in attendance to speak to the report and was available to answer any questions.

She highlighted the following:

- Procurement controls have improved through experienced staff oversight, standardised documentation, templates and senior management sign-off.
- Key risks remain around resourcing, capacity and project timeframes, while procurement processes are regularly updated to reflect central government and NZTA rule changes.
- The procurement officer role has been appointed but is not yet fully implemented while prior work is handed over.
- The residual likelihood remains possible, with the overall risk rating assessed as High and a target rating of Low.

Moved Councillors Kennedy / Cotton and Resolved:

“That the Risk & Assurance Committee receives the ‘Risk Status Progress Report – #11 Failure to meet service delivery commitments’ report.

That the Risk & Assurance Committee notes whilst revised residual risk assessment likelihood parameter in Attachment A has not moved and is still considered High and the overall level of risk remains the same as ‘Critical’ at this time.”

5. HEALTH AND SAFETY REPORT

The purpose of this paper is to provide Risk and Assurance Committee with Health and Safety reporting for the period April-June (Quarter 4, FY 25/26).

Christina Johnston (Organisational Performance Improvement Health and Safety Manager) was in attendance to speak to the report and gave everyone a verbal overview and was available to answer any questions. She highlighted the following:

- The health and safety survey was 80% favourable.
- Of 45 reported issues, 82% were submitted within 24 hours and 49% met response timeframes, up from 31% in Quarter 1.
- Eleven wellbeing issues were reported, with further work to support staff wellbeing to be discussed with SLT in August.
- Proactive inspections were high, mainly for vehicles, Three Waters and community housing, with pools and libraries to be reviewed next.
- Three Waters achieved 100% compliance for 15 annual location certificates.
- The annual improvement action plan focuses on roles, response timeframes, H&S Representative training and budget access.
- Monthly reports go to SLT, with Group Managers updated on open issues and actions.
- Aggression, conflict and threatening behaviour were discussed as a critical risk, with further reporting requested on 12–24 month trends, seasonal patterns, affected service areas, and community messaging.

- Clear reporting expectations, staff awareness, leader engagement, site visits and mitigation were noted as important to address under-reporting.

Moved Councillors Kennedy / Harrison and Resolved:

“That the Risk & Assurance Committee receives the Health and Safety report.”

6. CAPITAL PROJECT REPORT – CATEGORY A

This report provides an update on progress of Category A projects. This report covers the 2024/25 Category A. The committee has been asked to identify 2026/27 Category A projects for recommendation to Council in a previous report in this agenda.

Projects A-D – Category A Projects:

Project A – Balmoral/Tuapeka Rural Water Scheme & Lawrence New Supply.

Reymar Tiburcio – (Manager Project Management Infrastructure Strategy & Delivery) and Donna McArthur (Infrastructure Strategy & Delivery Group Manager) were in attendance to speak to the report and answer any questions.

They highlighted the following:

- Localised under-supply remains the key risk, with a booster pump at Waitahuna Pump Station being scoped and an Australian pump option being investigated to reduce lead time, subject to final modelling. Resolution is targeted before summer/Christmas.
- The fibre/telemetry issue remains under contract review and will require consultation with management and the Rural Water Scheme, with any decision to consider reliability, compliance, contractual matters and landowner communication.

Project B - Milton Main Street Group of Projects

North Milton State Highway 1 Pipeline Renewals

Reymar Tiburcio – (Manager Project Management Infrastructure Strategy & Delivery) and Donna McArthur (Infrastructure Strategy & Delivery Group Manager) were in attendance to speak to the report and answer any questions.

They highlighted the following:

- Work has restarted, with NZTA approval for pavement reinstatement still being finalised.
- Forecast costs are still being reviewed, with a risk the project may exceed the \$2 million budget.
- Centennial Avenue and other local road impacts are being monitored by Roading Operations, with temporary reinstatement undertaken while responsibility for damage is discussed with the contractor, Contract

Administrator and Independent Certifier, and remediation design and NZTA approval are finalised.

- The 21 October completion target depends on NZTA approval, final design requirements, pavement reinstatement and contractor/subcontractor availability.

Milton Streetscape Beautification Project

Reymar Tiburcio – (Manager Project Management Infrastructure Strategy & Delivery) was in attendance to speak to the report and answer any questions.

He highlighted the following:

- Several scheduled activities are complete, including the base pour and activities 14 and 16.
- Some works are weather delayed, including a one-day activity that does not affect the overall programme, while pavers, turf and brick veneer require suitable surface and ambient temperatures.
- Future reports are to include actual completion dates, or a tick where appropriate, alongside scheduled finish dates.

Project 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 and answer any questions.

She highlighted the following:

- Branding is now in place and the project is progressing well.
- Testing confirmed some soil as clean fill, allowing removal from site at no cost and giving contractors more space.
- Neighbouring buildings purchased by a private buyer have been demolished, resolving a previous perception risk, with clarification that this was separate from the project.
- A site visit and visit to Calder Stewart's steel fabrication facility were scheduled for 24 July 2026.
- The project remains on track for budget and timeline, with no public concerns raised and communication continuing through the communications team.
- Clarification was provided that "shop drawings" refers to detailed construction drawings for individual components, not a retail shop.

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) was in attendance to speak to the report and answer any questions.

She highlighted the following:

- Finance processes are progressing more smoothly than last year, although some issues remain in less mature parts of the system.
- Council-owned property, cemeteries and water meters remain parked, as suitable modules are not currently available or fit for purpose.
- IBIS budgeting system integration is underway, with work started to allow the systems to align and budgets to transfer automatically.

Project H – Local Water Done Well (LWDW)

Mayor Jock Martin spoke to the report and answered questions.

He highlighted the following:

- Southern Water Done Well is progressing well, with work continuing on governance appointments and transition planning.
- Two directors are expected to be appointed before Christmas, with further work underway on the scope for rural representation.
- Staff workshops have commenced, with some uncertainty noted around future roles; placeholder meetings are scheduled in August and significant transition work remains.

Moved Councillors Cotton / Graham and Resolved:

“That the Risk & Assurance Committee receives the ‘Capital Project Report – Category A.’

7. THREE WATERS OPERATIONS 11 MONTH REPORT

This report displays the financial results for the Three Waters activity for the first eleven 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) in attendance to speak to the report and answer any questions.

She highlighted the following:

- The report was prepared manually, with reporting processes improving.

- The operating position remained \$1.4 million over budget, consistent with the 10-month position.
- Coding continues to be tidied up ahead of year end, and the manual water meter process is working well, with income approximately \$100,000 above expectation.
- Third-party damage costs are invoiced and recovered where the responsible party can be identified.
- Capital funding adjustments are still to be completed as part of the Annual Report process.
- October 2025 weather event claims are being progressed and are expected to be finalised by June 2027, with staff costs included in the final claim.
- Storm event contractor costs will be reviewed line by line for eligibility for inclusion in a future insurance claim, noting underground repairs will not be claimable.

Moved Councillors Cotton / Smith and Resolved:

“That the Risk & Assurance Committee receives the ‘Three Waters Operations 11 Month Report’.”

8. CONFLICT OF INTEREST REGISTER FOR ELECTED MEMBERS AND EXECUTIVE MANAGEMENT

This report reflects the current Conflicts of Interest Declaration Register (Members Interest register) for elected members (council and community boards), the Independent Chair of Risk & Assurance, the Chief Executive, Deputy Chief Executive and Senior Leadership Team.

New declarations are required to be completed on a six-monthly basis.

- Members confirmed the register and noted the six-monthly declaration requirement.

Moved Councillors Kennedy / Harrison and Resolved:

“That the Risk & Assurance Committee receives the Conflicts of Interest Register for Elected Members and Executive Management report.”

9. FINANCIAL MONITORING REPORT

This report presents the Financial Statements for Council for the year to the 31st May 2026 with high level commentary.

Sharon Jenkinson – (Finance and Policy Group Manager) was in attendance to speak to the report and to answer any questions.

She highlighted the following:

- An NZTA claim of \$2.4 million is still to be recognised.
- Better Off Funding of \$1.9 million is budgeted but not available yet.
- A budgeted investment surplus transfer of \$4.9 million may occur depending on completed project scope.
- A breakdown of other operating expenditure was requested.
- Depreciation funding levels were discussed.
- Year-end reporting is expected for the next meeting.
- Members were asked to advise what additional notes or analysis they would like included in future reports.
- Qlik reporting is being developed to improve analysis.

Moved Councillors McAtamney /Catherwood and Resolved:

“That the Risk & Assurance Committee receives the Financial Monitoring report.”

10. TREASURY MANAGEMENT DEBT REPORT

This report covers Council’s Investment portfolio, the monitoring of this and compliance with Council Policy.

Greg Bowie – (Chief Financial Officer) was in attendance to speak to the report and gave everyone a verbal overview and was available to answer any questions.

Moved Councillors Smith / McCrostie and Resolved:

“That the Risk & Assurance Committee receives the ‘Treasury Management Investment Report’.”

11. 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 gave everyone a verbal overview and was available to answer any questions.

Moved Councillors Harrison / Kennedy and Resolved:

“That the Risk & Assurance Committee receives the ‘Treasury Management Debt Report’.”

12. REASONS TO MOVE TO PUBLIC EXCLUDED SESSION

Moved Councillors Graham / Kennedy 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.
Council Insurance Renewal Update 2026/27	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.

• Cyber Security & ICT Update	The information contained in the report contains information about Clutha District Council's cyber security measures.	<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.
• Mt Cooe Contract Update	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.

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 11:33am.

The meeting moved out of public excluded session at 12:00pm and before the closing Karakia, Chair David Ward thanked Councillors and staff.

The meeting closed at 12.01pm.

Read and Confirmed

David Ward
CHAIRPERSON

Clutha District Council

Item for INFORMATION

Report	Youth Council Minutes
Meeting Date	20 August 2026
Item Number	10
Prepared By	Sonia Farquharson – Community Services Administrator Assistant
File Reference	1011176

REPORT SUMMARY

Attached are the unconfirmed minutes of the meeting of the Clutha District Youth Council held on 27 July 2026.

RECOMMENDATIONS

1. That the unconfirmed minutes of the Youth Council meeting held on 27 July 2026 be noted.

Youth Council

Minutes of the meeting of Youth Council of the Clutha District Council held in the Council Chambers, 1 Rosebank Terrace, Balclutha, on Monday 27 July 2026 commencing at 6.36pm.

Present Youth Councillors Harper Melville (Deputy Chairperson), Farheen Shah, Nancy Antill, Jerico Gerida, Dakota Coleman, Hollie Crawford, Emerson Black, Tilly Davies, via teams Ollie Tunnah and Councillor Rachel Harrison.

In Attendance Lilly Paterson (Community Development Team Leader) and Sonia Farquharson (Community Services Administrator).

Apologies Youth Councillors Hannah Murray, Kalya Gamage, Jonathan Lawrence, Waniya Khan, Jayden Gelacio, His Worship Jock Martin, Councillor Brendon Smith and Rachael Walker (Clutha Youth Worker).

Moved by Youth Councillors Antill/Shah and Resolved:

“That the apologies be sustained”

URGENT BUSINESS

There was no urgent business.

PUBLIC FORUM

There was no public forum.

1. CONFIRMATION OF MINUTES

Attached are the minutes of the meeting of the Youth Council held on 15 June 2026 for confirmation.

Moved by Youth Councillors Crawford/Antill and Resolved:

“That the Youth Council confirms as a true and correct record the minutes of the meeting held 15 June 2026”.

2. INVESTITURE OF YOUTH COUNCILLORS

Clause 14 of Schedule 7 of the Local Government Act 2002 requires newly elected members to make and sign the Declaration set out in the Act.

- Emerson Black – representing Telford SIT has signed the declaration in the presence of Councillor Harrison.

Moved by Youth Councillors Davies /Gerida and Resolved:

“That Youth Council members are asked to make and sign the Declaration in the form prescribed in the Local Government Act 2002.”

3. FAST FIVES COMPETITION

The purpose of this report is to discuss progress and continue planning the fast fives competition.

- This item was heavily discussed during the pre-meeting workshop:
 - We have been successful with our application through Sport Otago’s Tu Manawa Fund. We have received funding to cover hire costs for 3 courts for 3 hours and additional funding to purchase dodgeballs. All money made from this will be donated to Youthline.

Moved by Youth Councillors Coleman/Antill and Resolved:

“That the Youth Council receives the ‘Fast Fives Competition’ report, dated 27 July 2026”.

4. BALCUTHA BRIDGE PARK REPORT

The Community Development Team Leader submitted a report outlining details of the Balclutha Bridge Park Mural Design.

- At the pre-meeting workshop, one of the artists was present (Joss Winslade) we decided on 13 topics for the 13 posts. Joss will do some concept designs to present back to Youth Council.

Moved by Youth Councillors Antill/Black Resolved:

“That the Youth Council receives the ‘Balclutha Bridge Park Mural Design Project Report’, dated 27 July 2026”.

5. THE RIPPLE EFFECT – MENTAL HEALTH

The Community Development Team Leader submitted a report outlining details of the proposed Ripple Effect Video with a focus on Mental Health.

- Youth Councillors were asked to start thinking about open-ended questions that they can use when interviewing.
- Due to the sensitivity of the topic, the community development team leader will be making the initial contact with interviewees.
- Aiming to start filming end of August 2026, just need to hear back from selected participants with their correspondence.

Moved by Youth Councillors Gerida/Crawford Resolved:

“That the Youth Council receives the Ripple Effect – Mental Health report.

6. DISTRICT-WIDE FORMAL COMMUNITY REPORT

This report discusses progress on the “District-Wide Community Formal”.

At the additional workshop on the 18 May, youth council agreed to do another district-wide community formal, scheduled for Friday 3 October 2026 the following are the key discussion points:

- We have organised an additional workshop on Monday 3 August at the Cross Recreation Centre at 4.30pm to discuss further.
- Decision was made to not have a DJ

Moved by Youth Councillors Davies/Coleman and Resolved:

“That the Youth Council receives and continues to plan the ‘District-Wide Community Formal Report’, dated 27 July 2026”.

That the Youth Council allocates (\$4,700) towards the District-Wide Community Formal

Unanimous.

7. CLUTHA YOUTH NEEDS SURVEY RESULTS 2026

The purpose of this item is to share the results of the Clutha youth Needs Survey summary results.

A verbal update was provided at the meeting.

Moved by Youth Councillors Antill/Shah and Resolved:

“That the Youth Council receives the ‘Clutha Youth Needs Survey Results 2026’ report, dated 27 July 2026”.

8. CACTUS 2026

The Community Development Team Leader submitted a report giving an update on the CACTUS Programme.

Moved by Youth Councillors Coleman/Crawford and Resolved:

“That the Youth Council receives the ‘CACTUS 2026 report’ report, dated 27 July 2026.

That the Youth Council agrees to apply to the Tu Manawa Major Round for funding for the CACTUS Programme in term 4 2026”.

Unanimous.

9. YOUTH COUNCIL FINANCE REPORT

This report presented to the Youth Council, giving them an overlook of their budgets.

Attached are a copy of the budgets and the actual expenditure for the period 1 July 2025 to 30 June 2026.

- Opening balance should be \$17,000 due to the new financial year starting form 1 July 2026.
- Have received grants for Fast Fives and Bridge Park

Moved by Youth Councillors Antill/Davies and Resolved:

“That the Youth Council receives the ‘Youth Council Finance Report’, dated 27 July 2026.”

10. YOUTH COUNCIL WORK PROGRAMME

This report updates the Youth Council members on their various projects/events with a timeline to complete by.

- Add to the WIP - Christmas Float

Moved by Youth Councillors Antill/Gerida and Resolved:

“That the Youth Council receives the ‘Work Programme’ report, dated 27 July 2026”.

11. YOUTH COUNCIL MEMBERS UPDATE

Members of the Youth Council are asked to give a verbal report to the meeting

- Any issues or concerns in relation to youth within your community.
- Any events, programmes, or activities in your local area that Youth Council

12. YOUTH COUNCIL MEETING DATES 2026

The report outlines the meeting dates for the Youth Council meetings in 2026.

Moved Youth Councillors Antill/ Crawford and Resolved:

“That the Youth Council receives the ‘Youth Council Meeting Dates 2026’ report, dated 27 July 2026”.

The meeting closed at 7.29pm.

Confirmed

Harper Melville

DEPUTY CHAIRPERSON

Clutha District Council

Item for INFORMATION

Report	Organisational Performance Improvement Update
Meeting Date	20 August 2026
Item Number	11
Prepared By	Christina Johnston - Organisational Performance Improvement Manager
File Reference	1039878

REPORT PURPOSE

To provide Council with the June–December organisational performance update, drawing together departmental results and key performance indicators that reflect overall organisational health and progress.

RECOMMENDATIONS

- 1 That Council receives the ‘Organisational Performance Improvement Update’ report dated 20 August 2026.**

REPORT

1 BACKGROUND

In late 2023, we introduced the *Clutha Stars – Performance Excellence Framework*, shifting attention to strengthening internal capability, culture, and performance.

Each quarter, departments report against core organisational performance areas, which are consolidated into this update. These areas include:

- Statutory Requirements and Targets
- Leadership, Employee Engagement and Commitment
- Health and Safety
- Organisational Performance (Clutha Stars)
- Customer Satisfaction
- Financial Performance

2 EXECUTIVE SUMMARY

- 2.1 Overall statutory performance has improved, with CDC departments meeting 83% of statutory requirements and targets for January–June, compared with 62% for July–December. The strongest improvements were in Regulatory, increasing from 40% to 78%, and Internal Services, increasing from 71% to 92%. Community Services, Finance and Policy, and Infrastructure Strategy and Delivery recorded small declines; these were influenced by operational factors including pool closures, staff absence, system limitations and resourcing impacts during the period.
- 2.2 Leadership and engagement results show encouraging progress. Organisational engagement increased from 46% in 2025 to 53% in 2026, confidence in CDC leadership increased from 25% to 64%, and SLT overall manager effectiveness was reported at 85.4%. While this reflects positive movement, department and activity-level engagement remains variable.
- 2.3 Health and safety performance has improved across several measures but remains an area requiring sustained focus. Timely issue reporting increased from 71% to 78%, issue response within timeframe increased from 40% to 45%, and corrective actions completed within timeframe increased from 25% to 49%. The strongest gains were in high-priority issue responses; however, medium-priority issue responses and high-priority corrective action completion remain below desired levels. CDC's 2027 ACC Experience Rating dropped which means that no levy discount will apply due to two workplace injuries, reinforcing the operational and financial importance of continued improvement.
- 2.4 The Clutha Stars Performance Excellence Framework continues to provide a practical structure for improving team systems, consistency and service delivery. The Building and Regulatory Administration team has progressed to Silver, which is a positive milestone and testament to their continued hard work. Three teams are under assessment for Silver.
- 2.5 Customer satisfaction remains a key priority. Internal service team satisfaction results are positive, with Health and Safety, Communications, IT and Human Resources all achieving 80% or above. Customer service request performance has also improved, with contact increasing to 94% and resolution to 89%.
- 2.6 The Residents Satisfaction Survey shows improved satisfaction with the decision-making, planning and leadership of elected members.
- 2.7 Financial performance reporting remains limited while the new finance system is being implemented. Departmental financial target data is expected to be available from October, which will enable a more complete assessment of organisational performance in the next reporting cycle.
- 2.8 Goals to improve the Performance Excellence Framework have been drafted for 2026/27.

Statutory Requirements/Targets

Type	Team	Jul-Dec	Jan-June	Movement
Statutory Requirements/Targets (CDC Departments' overall targets met)	All	62%	83%	+21%
		Jul-Dec	Jan-June	Movement
	CE	25%	N/A	-
	Internal Services	71%	92%	+21%
	Regulatory	40%	78%	+38%
	Community Services	92%	85%	-7%
	Finance and Policy	81%	76%	-5%
	Three Waters	N/A	100%	+100%
	ISD	75%	69%	-6%

Type	Measure	Jul-Dec	Jan-June	Movement
Customer Service Requests	Contact (95% Target)	92%	94%	+2%
	Resolution (95% Target)	84%	89%	+5%
	Resolution (95% Target)(ex 3 Waters)	97%	97%	0%
Drinking Water Standards				
Urban	Bacto	91%	100%	+9%
	Protozoal	96%	100%	+4%
Rural	Bacto	47%	91%	+44%
	Protozoal	63%	96%	+33%

Leadership Performance, Employee Engagement and Commitment

Type	Jul-Dec	FY	Movement
Turnover rate	8.8%	16%	+7.2%
Vacancy Rate (open active positions)	4.3%	4.17%	-0.13%
Growth Rate	3.5%	3.4%	-0.1%
Employee Retention Rate	91.6%	83.77%	-7.83
Absenteeism Rate	4.04%	2.3%	-2.1%
Leadership	2025	2026	Movement
SLT - Overall manager effectiveness (from 180 review)	N/A	85.4%	-
SLT - Confidence in CDC leadership (from Engagement Survey)	25%	64%	+39%
Organisational Engagement score	2025	2026	Movement
Organisational Engagement score (May 2025)(May 2026)	46%	53%	+7%
Engagement Score - Department level	2025	2026	Movement
CE	N/A	70%	-
Internal Services	N/A	75%	-
Regulatory	N/A	49%	-
Community Services	N/A	57%	-

Finance and Policy	N/A	49%	-
Three Waters	N/A	54%	-
Infrastructure Strategy and Delivery	N/A	38%	-
Organisational Pulse score	2025	2026	Movement
Organisational Pulse score (Nov 2025)	59%	TBC	Once a year
Pulse survey - department level engagement check in			
CE	88%	TBC	Once a year
Internal Services	77%	TBC	Once a year
Regulatory	47%	TBC	Once a year
Community Services	62%	TBC	Once a year
Finance and Policy	60%	TBC	Once a year
Three Waters	57%	TBC	Once a year
Infrastructure Strategy and Delivery	60%	TBC	Once a year

Health and Safety

Type		2025	2026
Leadership (Annual SafePlus self-assessment)		Performing	Bi – annual
Worker Engagement (Annual SafePlus self-assessment)		Performing	Bi – annual
Risk Management (Annual SafePlus self-assessment)		Performing	Bi – annual
Issues reported within timeframe <i>(Means that the issue was reported within 24hours of the incident occurring)</i>	Jul-Dec	Jan-June	Movement
	71%	78%	+7%
Response met timeframe - Issues <i>(Means time to respond to issues based on priority by either creating a corrective action or reason to resolve - within 24, 48 or 72 hours)</i>	Jul-Dec	Jan-June	Movement
	40%	45%	+5%
High:	4 of 11 met target - 36%	6 of 8 met Target – 75%	+39%
Medium:	13 of 26 met target - 50%	13 of 42 met Target – 31%	-19%
Low:	12 of 35 met target - 34%	34 of 67 met Target – 51%	+17%
Corrective actions completed within timeframe – Actions <i>(means issue actions have been completed by the set time)</i>	Jul-Dec	Jan-June	Movement
	Overall	25%	49%
High:	1 of 5 met due date - 20%	1 of 3 met due date – 33%	+13%
Medium:	1 of 4 met due date - 25%	5 of 12 met due date – 42%	+17%
Low:	10 of 39 met due date - 26%	34 – 67 met due date – 51%	+25%

ACC experience rating

Experience Rating recognises and rewards those businesses with safer workplaces and encourages a focus on improving workplace safety

Year	Experience Rating Performance	Levy discount
2024	-34.75	-30%
2025	-37.09	-40%
2026	-40.70	-40%
2027	-2.30	0%

Organisational Performance

Type	Level	Progressed to Silver	Progressed to Gold
CE	Bronze	0/1	0/1
Internal Services	Bronze	0/4	0/4
Regulatory	Bronze	2/4	0/4
Community Services	Bronze	0/6	0/6
Finance and Policy	Bronze	0/2	0/2
Three Waters <i>*yet to complete Clutha Stars</i>	*	0/3	0/3
Infrastructure Strategy and Delivery	Bronze	0/3	0/3

Customer Satisfaction

Type	2024	2025	2026
Population (2022 – 18,350)	18,700	18,800	TBC
Resident Satisfaction Survey	2024	2025	2026
The helpfulness and advice from Council staff	66%	67%	67%
The overall performance of the Clutha District Council	55%	60%	57%
Satisfied with decision-making, planning and leadership of elected members	47%	53%	60%
Value for money from rates	39%	38%	37%
Community Libraries	92%	97%	93%
Balclutha Pool	90%	95%	89%
Milton Pool	67%	69%	81%
Clutha isite Visitor Information Centre	92%	93%	97%
Internal Satisfaction – Service Teams	2026	2027	2028
Health & Safety	80%		
Communications	92%		
IT	96%		
Human Resources	86%		
Finance and Policy	TBC		
Governance	TBC		

Financial

Type	2025	2026
Department Financial targets met	Financial performance data will be available in October	
CE	N/A	TBC
Internal Services	N/A	TBC
Regulatory	N/A	TBC
Community Services	N/A	TBC
Finance and Policy	N/A	TBC
Three Waters	N/A	TBC
Infrastructure Strategy and Delivery	N/A	TBC
Type	Current	2026
Credit rating (and rating agency) for 2025	AA- (Fitch)	TBC
Net debt/total revenue for 2024 (%)	141.4	TBC
Personnel costs for 2024 (\$000)	12,581	TBC
Revenue/operating expenses for 2024 (%)	79	TBC
Source: https://www.mcert.govt.nz/our-work/local-government/council-performance/ 2025 report includes data for 2024/25. The 2026 report is yet to be released.		

Clutha District Council

Item for INFORMATION

Report	ALGIM Information Management Maturity Assessment Report
Meeting Date	20 August 2026
Item Number	12
Prepared By	Jules Witt – Deputy Chief Executive
File Reference	1043765

REPORT SUMMARY

Report presents the results of a pilot benchmarking exercise recently undertaken by ALGIM (Association of Local Government Information Management).

RECOMMENDATIONS

- 1 That Council receives the 'ALGIM Information Management Maturity Assessment Report'.

REPORT

1 Background

Clutha District Council participated in a pilot benchmarking exercise undertaken by ALGIM using a condensed assessment derived from the Archives New Zealand Information Management Maturity Assessment framework. The objective was to provide the 13 participating councils with a quick and practical snapshot of their current information management maturity and how they compare with a small sample of other New Zealand councils, including councils of a similar size.

While this pilot involved only a limited number of councils, the results have already highlighted the value of comparative benchmarking. Participants have been able to identify areas of strength, understand where improvement efforts may be most beneficial, and see how their maturity compares with peer organisations.

As a result of this pilot benchmarking exercise ALGIM is considering developing an annual Information Management Maturity Benchmarking Service.

2 Attachments

- ALGIM Information Management Maturity Benchmarking Report

ALGIM Information Management Maturity Assessment Report for Clutha District Council

Executive Summary

Clutha District Council (CDC) demonstrates a high level of Information Management (IM) maturity, with most assessed domains rated at Maturing or Optimising. The assessment indicates that the council has successfully embedded IM into operational practices, accountability frameworks, security controls, staff IM capability development, and the management of high-risk and high value information.

Notably, Clutha District Council achieved Level 5 – Optimising ratings in IM accountability, high-risk and high value information management, information access and security controls, and staff IM capability. These results indicate a strong information culture where IM responsibilities are well understood, actively supported, and consistently applied across the organisation.

The primary area of concern is compliance monitoring reporting which is significantly less mature than other domains. While operational practices appear highly developed, the council lacks a formal and proactive monitoring framework to validate effectiveness, identify risks, and support continuous improvement.

Clutha District Council Maturity Level 4 –Maturing

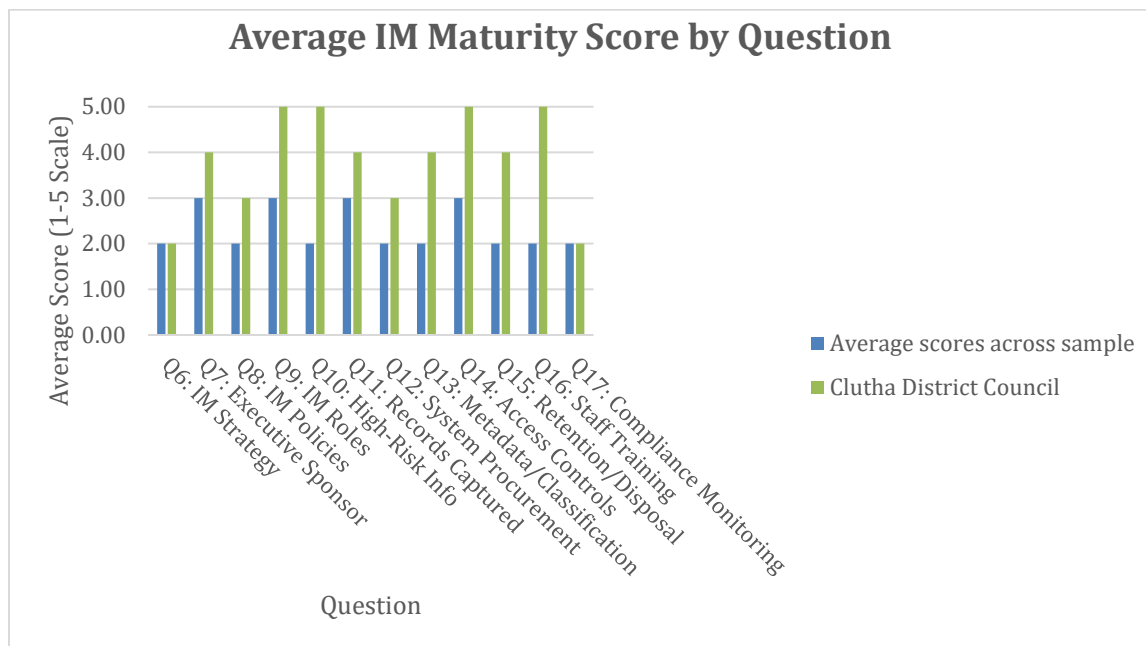
Key Strengths

- Executive Sponsor actively oversees IM performance.
- Accountability is embedded and consistently demonstrated.
- High-risk and high value information is proactively managed and continuously improved.
- Recordkeeping requirements are integrated into procurement and system design.
- Metadata and classification standards are consistently applied.
- Information security controls are proactively managed.
- Retention and disposal practices are systematic and monitored.
- IM capability is actively developed across the workforce.

Key Improvement Areas

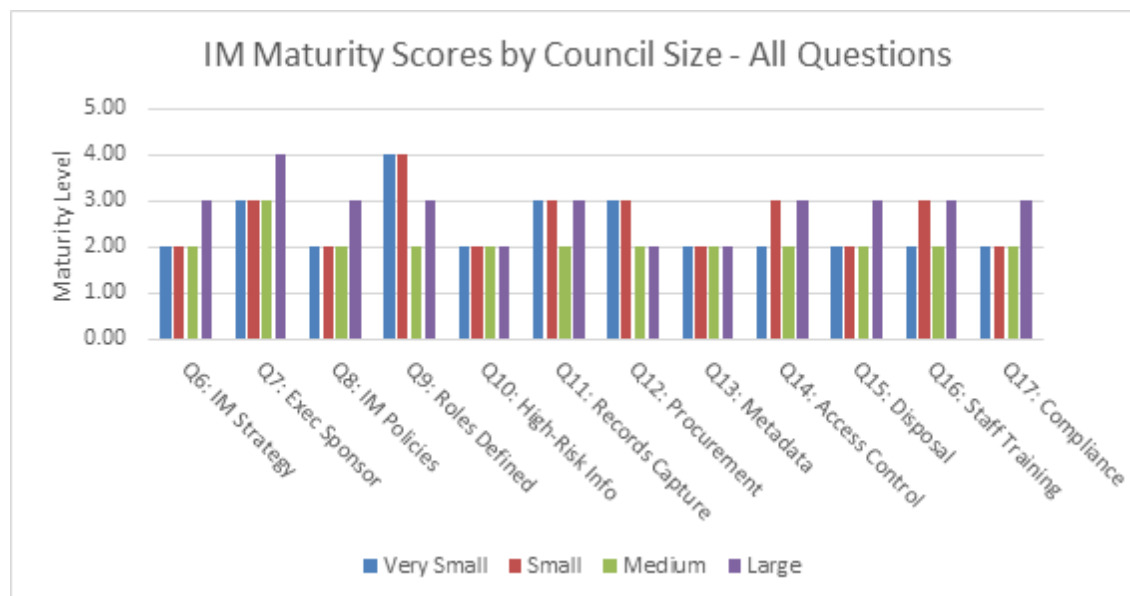
- IM strategy requires refresh and stronger alignment with organisational priorities.
- Compliance monitoring reporting activities are inconsistent and largely reactive.
- Performance reporting and governance analytics could be enhanced.
- Information governance metrics should be more closely integrated into organisational risk management and planning.

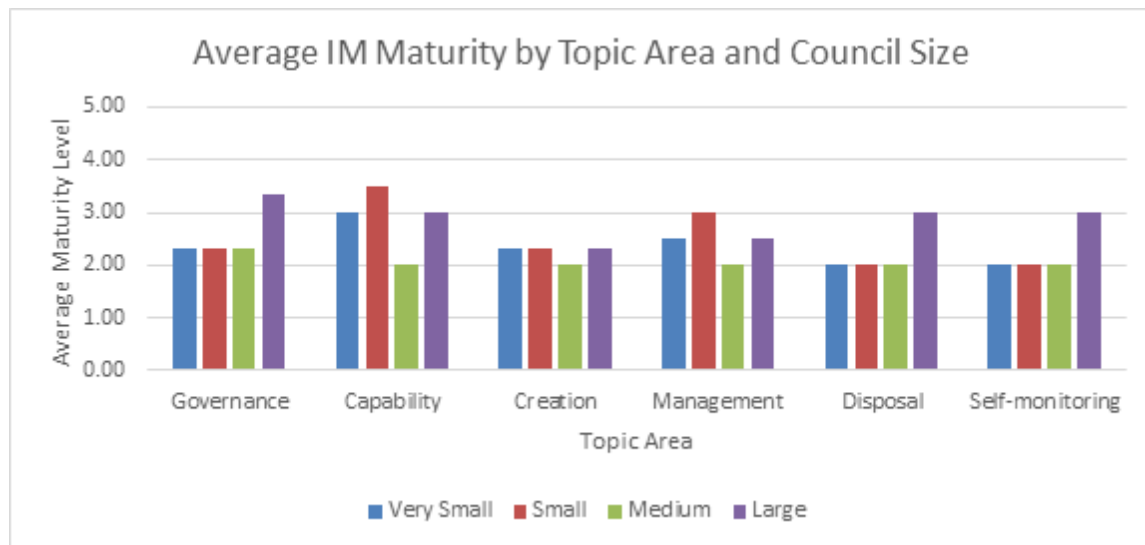
Overview of average maturity across sample of Councils



Results by Council Size

For the purposes of this report CDC is classified as a small local authority.

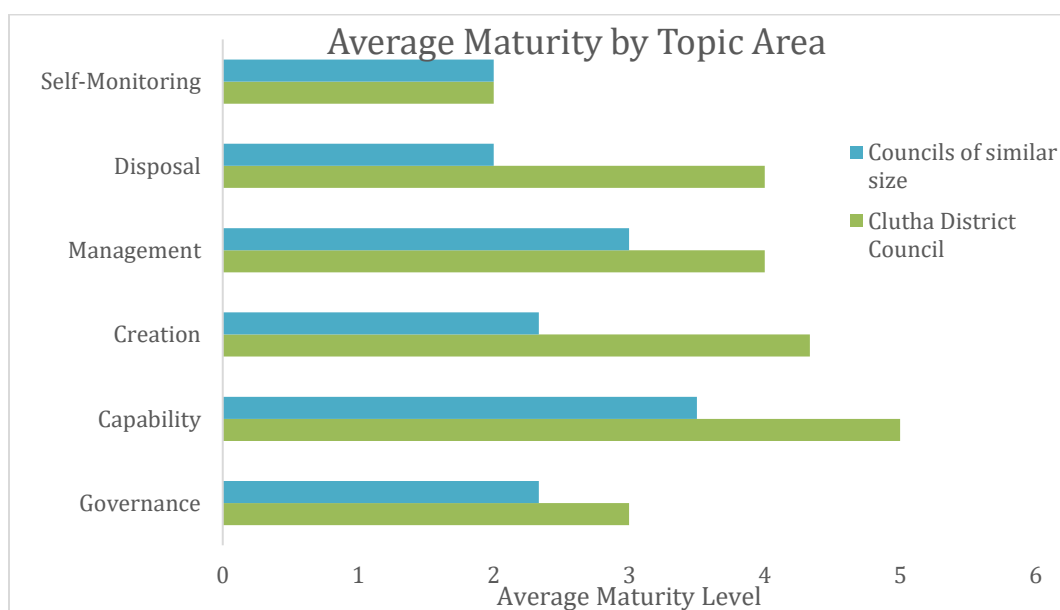
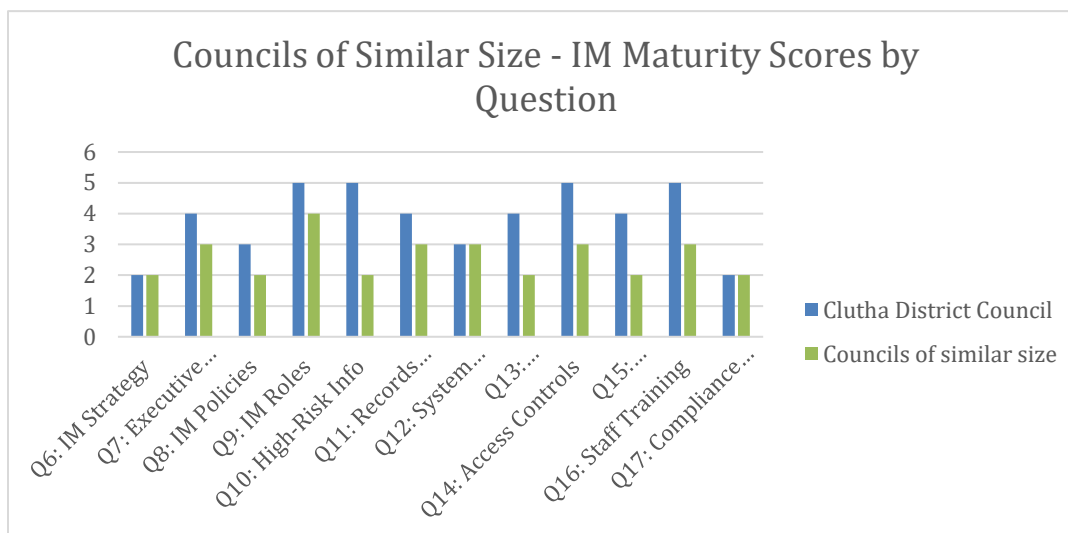




Key insights:

- Large organisations consistently score higher; most are at the Managing level with one Maturing level (Executive Sponsor).
- Medium organisations are predominantly Progressing across all questions.
- Small and Very Small organisations show a mix of Progressing and Managing, with Q9 (Roles and Responsibilities) reaching Maturing.
- Common weaker areas across most sizes include:
 - High-risk/high-value information management (Q10)
 - Metadata and classification (Q13)

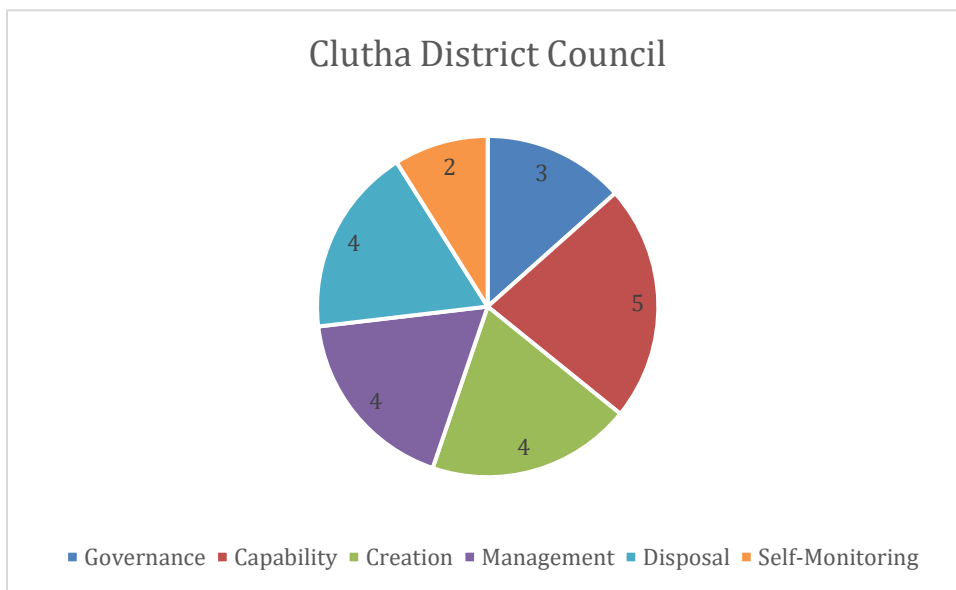
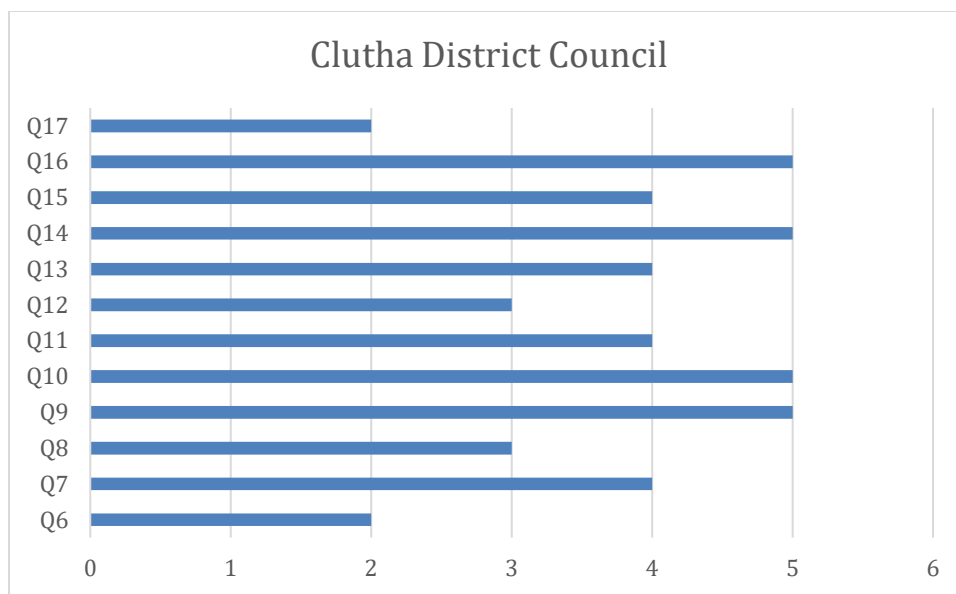
Benchmarking against sample set of similar size



The results indicate that CDC demonstrates a significantly higher level of IM maturity than councils of a similar size across most assessed areas. The Council shows strengths in IM Roles and Responsibilities, High-Risk and high value Information Management, IM access controls, and staff IM training, where maturity scores are notably above the peer-group average. CDC also outperforms comparable councils in Executive Sponsor engagement, records capture, metadata and classification, and Retention and Disposal, while performing in line with peers for IM Strategy, Procurement, and Compliance

Monitoring. Overall, the findings reflect a well-established and mature IM environment, supported by strong governance, effective risk management practices, and a well-developed information management capability across the organisation.

Clutha District Council Maturity



Detailed Assessment

1. Governance

Findings

IM Strategy: Level 2 – Progressing

Executive Sponsor: Level 4 – Maturing

Policies: Level 3 – Managing

Assessment

Executive sponsor activity is highly mature, with active oversight and engagement.

The relatively low score for IM strategy appears inconsistent with the broader IM maturity profile and suggests that operational practices have evolved faster than formal strategic documentation. Refreshing the IM strategy represents a significant opportunity to formally recognise and sustain existing strengths.

Recommendations

- Review and refresh the IM Strategy.
- Align IM objectives with:
 - Council strategic priorities.
 - Risk management frameworks.
 - Digital and technology programmes.
 - Legislative obligations.
- Review existing IM policies and supporting standards to ensure alignment with current practices.

2. Capability

Findings

Roles and Responsibilities: Level 5 – Optimising

Staff Training: Level 5 – Optimising

Assessment

CDC demonstrates exceptional organisational accountability for information management. Staff clearly understand their responsibilities and these expectations appear embedded into day-to-day business practices. People and culture are the council's highest-performing capability area. Information management capability is

proactively developed and reinforced, indicating a strong culture of compliance, accountability, and continuous improvement.

Recommendations

Continue:

- Role-based IM training programmes.
- New employee induction.
- Refresher IM training cycles.
- Information management awareness activities.

3. Creation

Findings

High-Risk Information Management: Level 5 – Optimising

Records Captured in Systems: Level 4 – Maturing

Metadata and Classification: Level 4 – Maturing

Assessment

This is the council's strongest area of capability.

IM lifecycle management is among the council's most mature capability areas. High-risk and high value information management is proactive and continuously improved; record capture is reliable and monitored. Information governance is a notable strength. Metadata and classification controls are consistently applied and support information discoverability, reuse, and lifecycle management. Security controls are mature, demonstrating a proactive balance between protection, privacy, accessibility, and business needs.

The council has largely moved beyond establishing governance controls and should now focus on optimisation, measurement, and continuous improvement.

Recommendations

- Maintain current IM lifecycle management practices.
- Review emerging information risks annually.
- Validate metadata quality across all major repositories.

4. Management

Findings

Access and Security Controls: Level 5 – Optimising

Recordkeeping in Procurement: Level 4 – Maturing

Assessment

Technology governance is well developed. Recordkeeping requirements are consistently incorporated into procurement, implementation, and testing activities, reducing the risk of introducing technologies that fail to support organisational obligations.

Recommendations

Continue annual assessments of:

- Recordkeeping capability.
- Retention and disposal functionality.
- Metadata performance.
- Environmental and security controls.

5. Disposal

Findings

Retention and Disposal: Level 4 – Maturing

Assessment

Disposal activities follow structured and systematic processes.

Recommendations

Automate retention and disposal triggers within core business systems where practical, including automated alerts for records reaching the end of their retention period and workflows for review and approval.

6. Self-Monitoring

Findings

IM Compliance Monitoring: Level 2 – Progressing

Assessment

Compliance monitoring is the only significant maturity gap identified in the assessment. While periodic reviews occur, findings are not consistently acted upon and there is limited evidence of a structured monitoring framework.

Given the council's otherwise high maturity profile, this represents the single largest opportunity for improvement. Regular monitoring processes would help validate existing practices, provide evidence of compliance, and support informed decision-making.

Recommendations

Establish:

- Regular compliance monitoring reporting
- Retention and disposal audits.
- Information security access reviews.
- Metadata quality assessments.

Conclusion

Clutha District Council demonstrates one of the strongest Information Management maturity profiles observed in the assessment programme. CDC has embedded IM accountability, developed a strong IM culture, established mature IM lifecycle management practices, and proactively manages information risks. These capabilities reflect a well-supported and organisationally embedded Information Management function.

The council's primary opportunity is to strengthen IM compliance monitoring reporting practices so that IM governance oversight matches the maturity already demonstrated operationally. By implementing a formal monitoring framework and refreshing its strategic direction, Clutha District Council can progress from a mature Information Management environment toward recognised sector-leading practice.

Current Maturity: Level 4 –Maturing

Clutha District Council

Item for INFORMATION

Report	Mayoral Report
Meeting Date	20 August 2026
Item No.	13
Prepared By	Arna Smith - EA to the Mayor
File Reference	1039874

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 20 August 2026 be received.

REPORT

1 Mayoral Attendances

Date	Activity
24 July 2026	Attended Otago RFU in Alexandra
25 July 2026	Attended Double Gold Star Awards night in Balclutha
27 July 2026	Attended Clutha District Youth Council Meeting
28 July 2026	Weekly catchup with Steve Hill
29 July 2026	Attended Otago Mayoral Forum meeting via Team's re; Local Government Reforms
3 August 2026	Attended meeting with Mike Goldsmith & Lilly Paterson
3 August 2026	Attended Lawrence Lions debate evening in Lawrence
30 July 2026	Attended Council Workshop and Extraordinary Council Meeting

31 July 2026	Attended meeting with Rural Communities Minister Mark Patterson
31 July 2026	Attended Otago Mayoral Forum in Balclutha
4 August 2026	Weekly catchup with Steve Hill
4 August 2026	Attended M files training with staff member Jane Soper
5 August 2026	Travelled from Dunedin to Wellington
5 August 2026	Attended Otago Mayoral Forum meeting via Team's re; Local Government Reforms
6 August 2026	Attended MTFJ Forum in Wellington
6 August 2026	Attended LGNZ Rural & Provincial Sector Meeting in Wellington
7 August 2026	Attended LGNZ Rural & Provincial Sector Meeting in Wellington
7 August 2026	Travelled from Wellington to Dunedin
10 August 2026	Attended meeting via Teams re; Māori Business with Whānau Consultancy Services
11 August 2026	Weekly catchup with Steve Hill
12 August 2026	Attended Otago Mayoral Forum meeting via Team's re; Local Government Reforms
18 August 2026	Attended LGNZ briefing meeting via Team's re; National Council
18 August 2026	Weekly catchup with Steve Hill
18 August 2026	Attended Balclutha Cubs evening at Council
18 August 2026	Attended Waihola Looking Forward AGM in Waihola
19 August 2026	Attended Otago Mayoral Forum meeting via Team's re; Local Government Reforms
20 August 2026	Attended Council Workshop and Council Meeting

Clutha District Council

Item for INFORMATION

Report	Chief Executive's Report
Date	20 August 2026
Item Number	14
Prepared By	Steve Hill – Chief Executive
File Reference	1039876

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 20 August 2026 be received.

REPORT

- 1 Activities I have attended since the previous Council meeting.

Date	Activity
27 July 2026	Southern Waters - Project Steering Group
28 July 2026	All Staff Meeting
29 July 2026	Otago Mayoral Forum – Local Government reform
30 July 2026	Otago CE's weekly meeting
	Council Workshop
	Extraordinary Council Meeting – Simplifying Local Government
31 July 2026	Milburn Industrial Site Workshop
	LGNZ AGM
	Otago Mayoral Forum – Simplifying Local Government
3 August 2026	Southern Waters SRG Meeting
5 August 2026	Otago Mayoral Forum – Local Government reform

6 August 2026	Southern Waters – Site visit with Bruce Gemmell (Establishment Chair) and Fiona Smith (Programme Director)
7 – 10 August	Annual Leave
11 August 2026	Senior Leadership Team meeting
12 August 2026	Otago Mayoral Forum – Local Government reform
17 August 2026	Clutha Development monthly catch up
19 August 2026	Otago Mayoral Forum – Local Government reform
20 August 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

Yvonne Nleya – Asset Manager (Facilities and Waste) as of 3 August 2026

Internal Movements

Sonia Farquharson – Community Services Administrator as of 13 July 2026

2.2 Staff Resignations

Yui Nakajima – Lifeguard as of 22 July 2026

Michaela Bereicua – Intermediate Planner as of 14 August 2026

Jessica Craik – Planner as of 28 August 2026

James Du Toit – Business Solutions Manager as of 2 September 2026

Natasha Holland – Communications Manager as of 18 September 2026

Clutha District Council

Item for INFORMATION

Report	Community Services Department Update
Portfolio Heads	Councillor Bruce Graham, Councillor Brendon Smith
Meeting Date	20 August 2026
Item Number	15
Prepared By	Mike Goldsmith – Community Services Group Manager Various staff – Community Services Department
File Reference	1033931

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 25 June 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	Vehicles on beaches
Community housing units	Youth Development			Community Information	

In addition, the following services are provided under contract through Clutha Development, and these are also reported on below:

- Economic development
- Regional Tourism Organisation
- Community support services

2 Department Overview

2.1 Staffing update

Staff who started since 30 April 2026 include:

- Zavana Morgan (Community Development Officer)
- Ollie Morrison (Jobbortunities – Acting Manager)
- Sonia Farquharson (Internal movement to Community Development)

Resignations include:

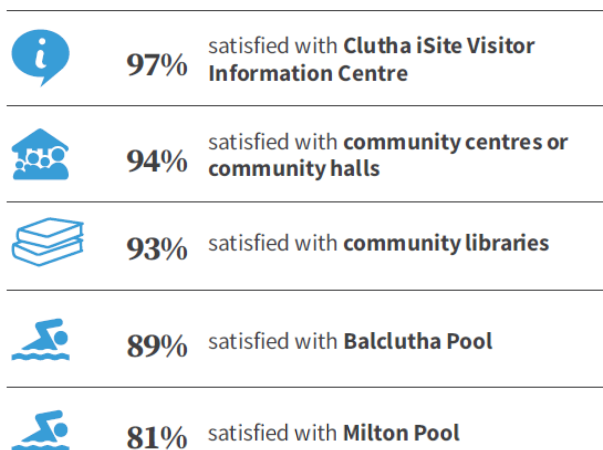
- Cambell Savage (Casual Lifeguard)
- Yui Nakajima (Part- Time Lifeguard)

2.2 Community Engagement

Some highlights of recent community engagement are provided below.

2.2.1 Residents Survey

Summary results from the recent Residents Survey relate to the Clutha iSite, community halls and libraries, and the Milton and Balclutha pools.



2.2.2 Library programme numbers

Library staff delivered 2,702 programmes in 2025/26, a 29% increase from the previous year. A total of 10,081 people of all ages attended these programmes, with the busiest months being March and April 2026. Examples are shown in Figure 1 and Figure 2. More detail is provided in section 4.



Figure 1 More than 50 people attended Barbara Lowery's talk on her overseas adventures at the Balclutha Library. Source: Vicki Woodrow



Figure 2 Kirsty reading to the kindergarten group at Storytime in Lawrence. Source: Sam O'Leary

2.3 Health & Safety

The number of health and safety issues identified within the various Community Services activities in 2025/26 is shown in Figure 3. The characteristics of those issues are summarised in Figure 3.

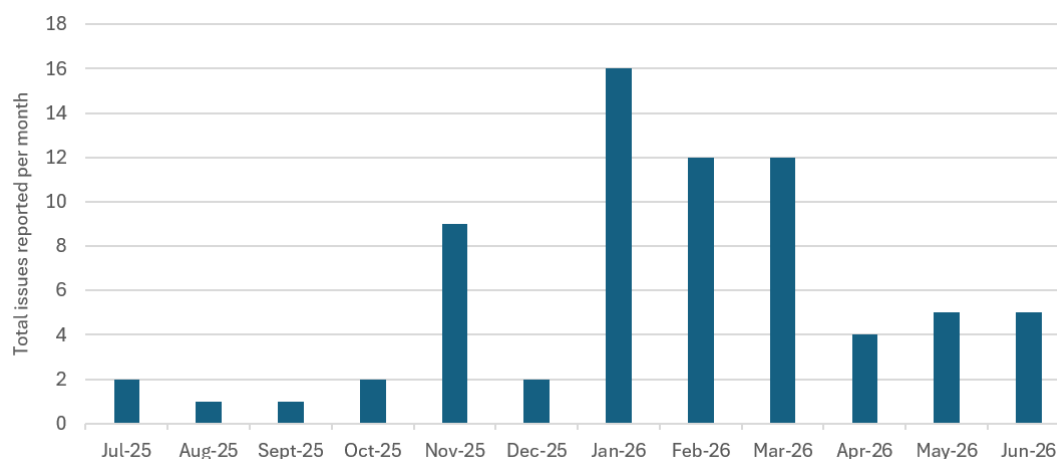


Figure 3 Health & Safety issues reported each month in 2025/26

The graph below on the left shows that most incidents (45) were noted at our pools, with 17 incidents noted at, or close to our five libraries. Of the 71 incidents noted during this period, 58 (81%) were low priority and 11 (15%) were medium. The high priority incidents were in the Community Development and Community Facilities teams. As of 10 August, all the above incidents have been resolved.

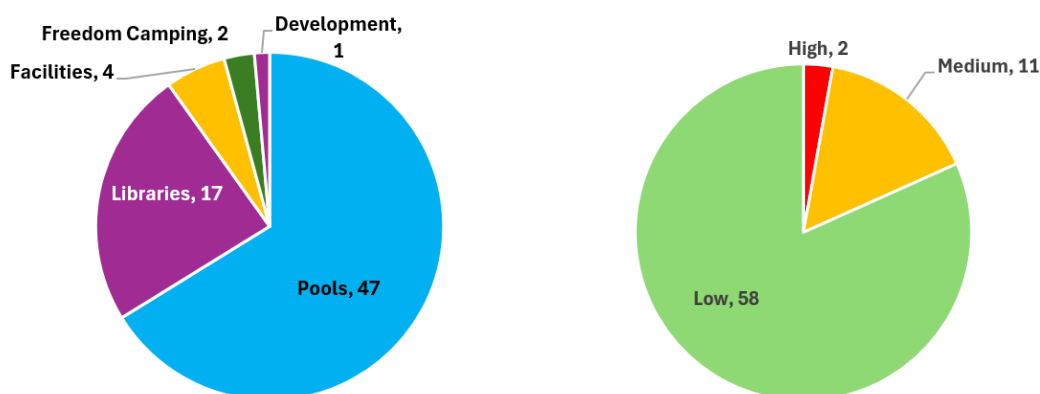


Figure 4 Health & Safety issues in 2025/26, categorised by activity (left) and priority (right)

2026/27 update: We will continue to summarise health & safety data for the 2026/27 year in upcoming Council reports. There were eight issues identified in July, six in the libraries and two at the Balclutha Pool. There was one high priority incident, which involved an agitated customer at one of the libraries.

2.4 Customer Service Requests

The number of Customer Service Requests (CSR's) received across all activities within the Community Services Department is shown below. This will be updated throughout the year. There are currently no unresolved items to address. August data is as at 10/8/2026.

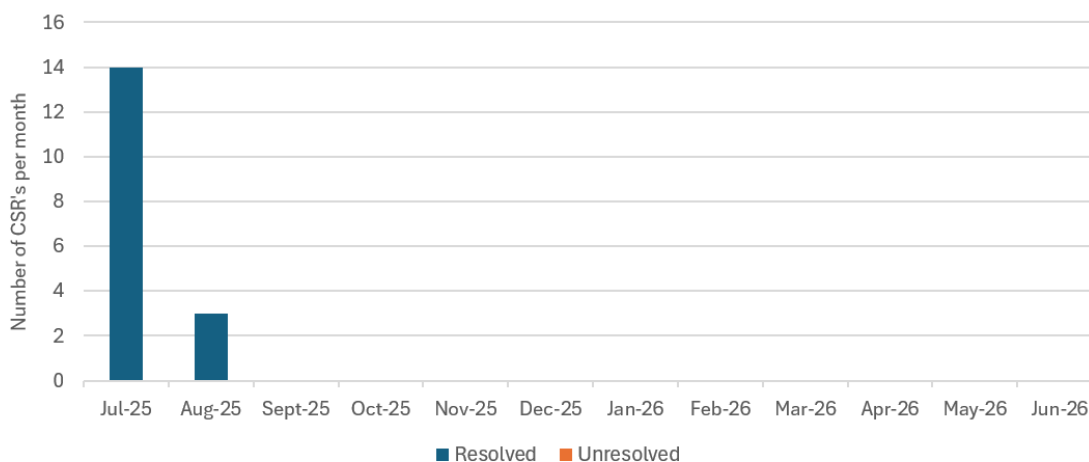


Figure 5 The number of Customer Service Requests assigned to the Community Services Department

2.5 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	June 2026	July 2026
Community Libraries	Monthly visitor numbers	Stable/increasing	8,406	8,699
	Monthly internet sessions	Stable/increasing	2,962	2,994
	Monthly book issues	Stable/increasing	10,485	11,016
	Monthly programs completed	Stable/increasing	268	221
Clutha isite	Monthly visitor numbers	Stable/increasing	1,973	2,150
	Accreditation	Annual assessment	Y	Y
Community Facilities ¹	CHU occupancy	90% occupancy	100%	99%
	CHU HHS compliance	95% compliant	100%	100%
	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 and accountability reports completed	Yes	Yes
Aquatic Services	Monthly Balclutha Pool users	Stable/increasing	1,795	2,069
	Accreditation	Poolsafe achieved	Yes	Yes
	Water quality	WQ is excellent 90% of the time	96%	96%
Camping & Ranger services	Monthly Taylor Park income	Stable/increasing	\$5,478	\$6,498
	Camper interactions	Stable	58	49
Clutha Development	KPI's are reported separately			

Key	Achieved	Close to being achieved	Not achieved
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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 four years, as well as for the current year. Visitor numbers at the Clutha isite from July 2025 – June 2026 are down compared to the previous two years.

¹ CHU = Community Housing Units, HHS = Healthy Homes Standard, CSR = Customer Service Request

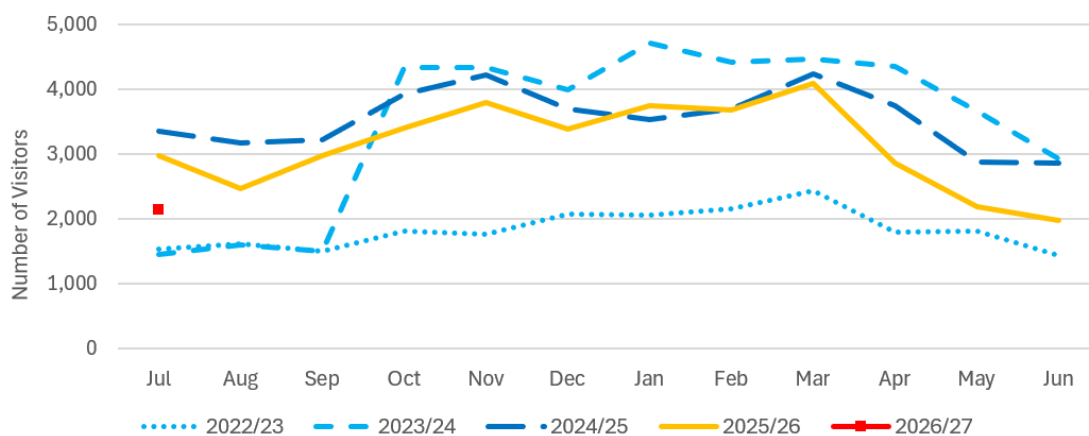


Figure 6 Monthly totals for visitors to the Clutha isite

The total count for the Catlins Visitor Information Centre July 2025 - June 2026 was 16,544, which is down on recent years numbers (Figure 7). The door count for in July was 987 people.

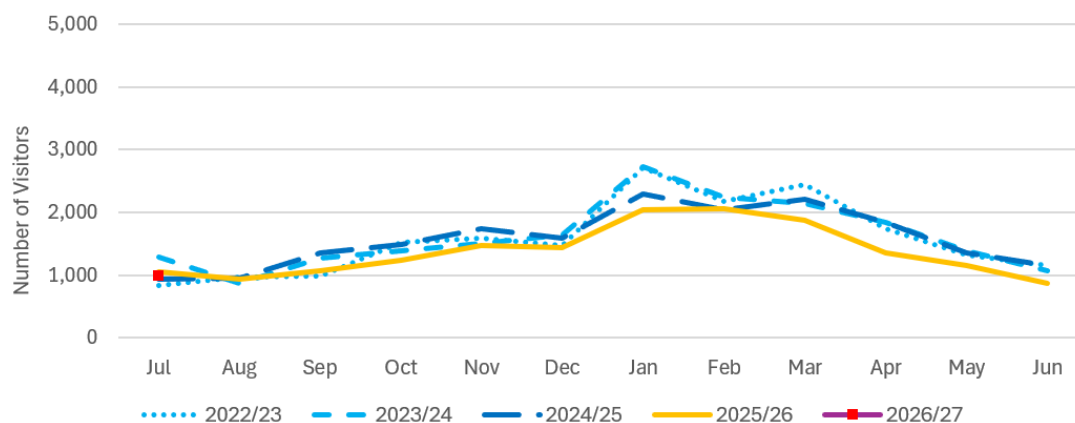


Figure 7 Monthly totals for visitors to the Catlins Information Centre door count²

International Visitors: The graph below shows total international visitor numbers across the district, combining data from all information centers.

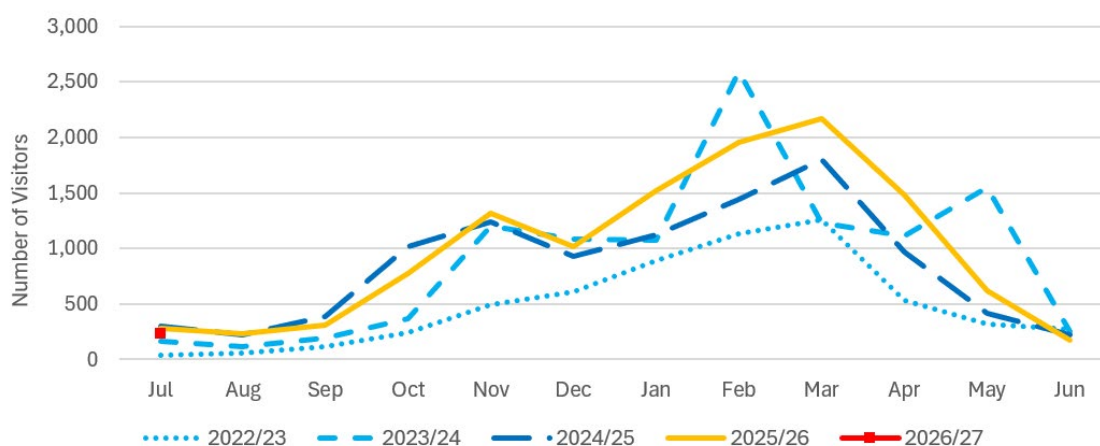


Figure 8 Monthly international visitor totals to the five Information Centres in the Clutha District

² This counter captures all visitors to this facility, which also houses the Owaka Museum and the Owaka Library

3.2 Recent Activity - Clutha isite

The isite team welcomed 18,514 visitors (local, domestic and international) since the beginning of 2026, and a total of 37,480 people over the 2025/26 year. Visitor numbers are lower at this time of the year; however, dog registration payments have kept the team busy, along with Civil Defence training.

Retail sales in the isite store (mainly products locally branded or produced by local artisans) along with possum/merino accessories i.e. gloves/beanies/socks and scarves have remained steady over the winter period.

Visitor interest in local history continues, so it is wonderful to have The Clutha Museum open again from 1 August. Opening hours are 11.00am – 3.30pm Tuesday - Saturday.

The Clutha isite Facebook page which has been operating successfully for over 13 years and has achieved over 3,000 followers has recently been rebranded as 'What's On In Clutha'.

Recent Visitor Book Feedback

George & Rebecca Houghton	"The Isite is a great ambassador for the beautiful town, Ange is Lovely"
Chris & Chrstine Savage	"Great Place"
Sandie Paitai	"Beautiful town"

Recent Online Reviews



Joanne McConnell

Local Guide · 204 reviews · 519 photos



3 weeks ago

NEW

Joanne was able to give me information on everything I needed to know, and very pleasant thank you.



Anonymous

Local Guide · 33 reviews · 71 photos



17 hours ago

NEW

Very helpful. Thanks heaps

3.3 Recent Activity - Catlins Information Centre

The colder temperatures have seen that only the hardy, brave and resilient are out and about. Amongst that hardy we've had visitors from Australia, Southeast Asia, USA and even someone from Paris. Then there are the New Zealanders coming for their first visit, or perhaps their fifth as the first few didn't do The Catlins justice.

The team have had discussion with those that have come in and some comments from our visitors have been.

"We had this booked but aren't doing too much more due to the cost"

"Wow fuel prices in NZ are expensive"

There are also all the lovely comments from those that visit the facility, for example.

- Family from Brunez Darussalam
- "Bagus Hebat! (Very high quality)"
- Family that visited facility
- "Verry Cool"

- Visitor from Brazil
- Couple from on the road (NFA)
- “It was amazing, nice”
- “Thank you – very informative”

Recent Online Reviews



★★★★★ a month ago

really helpful staff! also showed us where to fill up drinking water tanks in town :)

Hover to react

It's nice to be able to share our part of the Clutha District with those that come into the facility during the winter months, having that bit more time to spend with each one and tell them about the wonderful options that Clutha has outside of The Catlins makes them think about how long they'll stay and perhaps next time extending their stay.

3.4 Recent Activity - Lawrence Information Centre

- There has been an influx of university students visiting Lawrence and the information centre recently.
- A number of visitors from the Southland/Otago region who would normally drive on through have made a conscious effort to stop and have a look around.
- Staff arranged the opening of the Vintage Club (which is usually only open on a Sunday) to be open on a weekday for a visitor from Invercargill who wished to visit there and the Museum.
- Visitor numbers overall are down compared to 2025. Domestic is down but International is up slightly.
- Staff are still having the odd visitor in seeking information about the Clutha
- Gold Cycle Trail during winter.

3.5 Recent Activity - Milton Information Centre

- Quiet, with a few visitors coming through just now.
- New carpet has been laid and looks great.

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.

4.1 Highlight of the month - Owaka Community Library

The booklet “*Stories from the Catlins*” was launched at the Owaka Community Library and Information Centre in June. Produced in collaboration with Age Concern Otago, Creative Communities NZ, and Clutha District Libraries it honours seven senior members

of the Catlins community with snippets of their personal histories. Copies of the booklet will be made available for Councillors' perusal.



Figure 9 An invitation to the book launch (left); A contributor reads from the booklet *Stories from the Catlins* at the Owaka Community Library in June (right)

4.2 Visitor numbers

17,105 people visited our libraries between 1 June and 31 July. For the full 2025/26 year, numbers were down by 8% across the five libraries to 113,183 people. Milton Community Library has seen visitor numbers decrease by 30% in the past 12 months. This can be attributed to the impact of the week-long closure back in November and the current temporary locale with smaller collections and an acute lack of space.

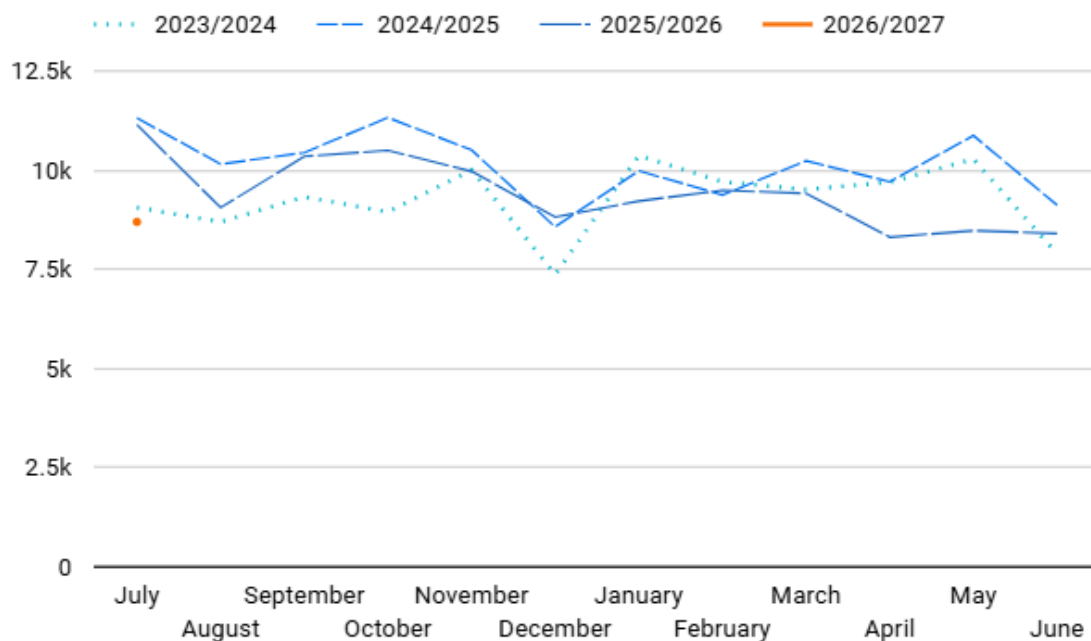


Figure 10 Monthly visitor number totals for the five Clutha District libraries

4.3 Internet sessions

Internet sessions dropped by 4% across the five libraries in the 2025/26 year. Lawrence and Tapanui bucked this trend, with increases of 14% and 9% respectively. Of particular interest, the number of internet sessions in Milton remained remarkably stable over the year despite foot traffic declining.

5,956 internet sessions were logged across the libraries in June and July (Figure 11).

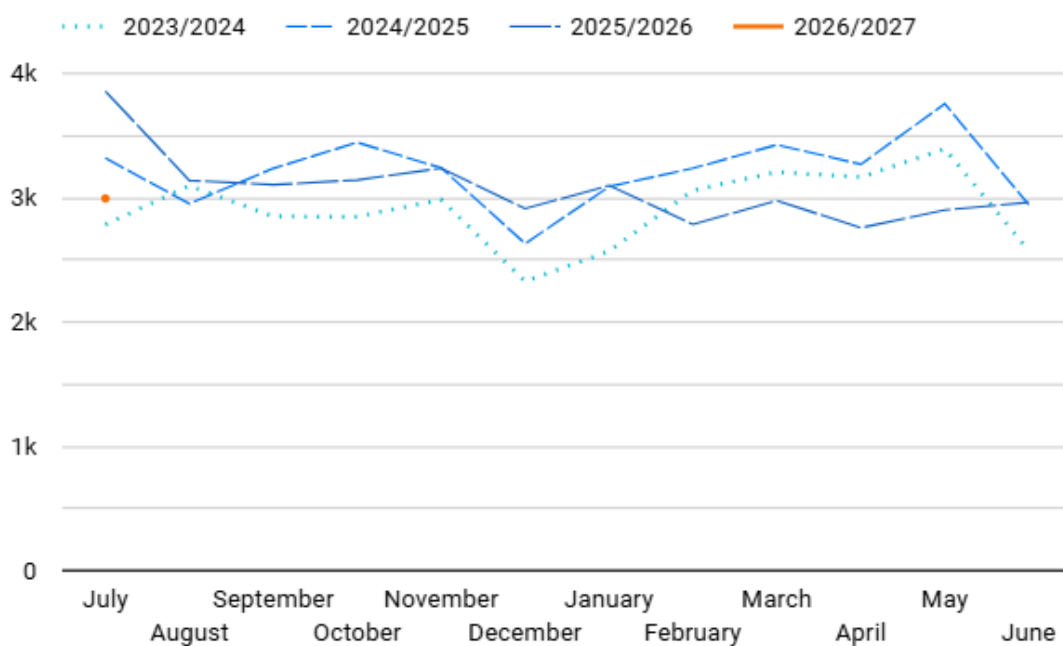


Figure 11 Monthly library internet sessions for the five Clutha District libraries

4.4 Book issues

Over the past 12 months, library book issues have risen 11% across the five libraries. Notably, Balclutha's book issues increased by 19% on the previous year and Tapanui's by 18%. E-book and audio-books issues continue to rise in popularity, rising 10% across all five facilities over the past year.

From June and July 2026, a total of 21,501 books were issued across the five libraries in the Clutha District network (Figure 12).

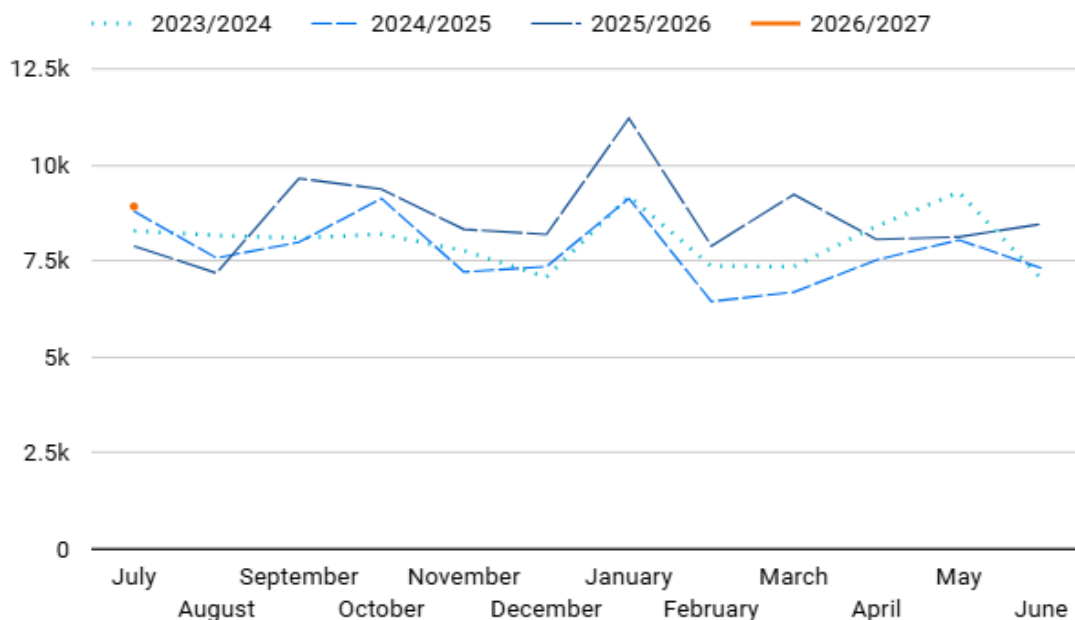


Figure 12 Monthly book issues for the five Clutha District libraries

4.5 Programmes

The number of programmes and events delivered across the library network increased in June-July as staff identified activities and events that appeal to younger customers in the school holidays (Figure 13). During this two-month period, our libraries offered 489 programmes, with 1,915 people attending those events.

Compared to the previous year, library staff have provided 29% more programmes to customers over the past 12 months, holding or facilitating 2,702 programmes of all kinds. A total of 10,081 people of all ages attended these programmes.

Staff have enjoyed providing these opportunities to members of our communities.

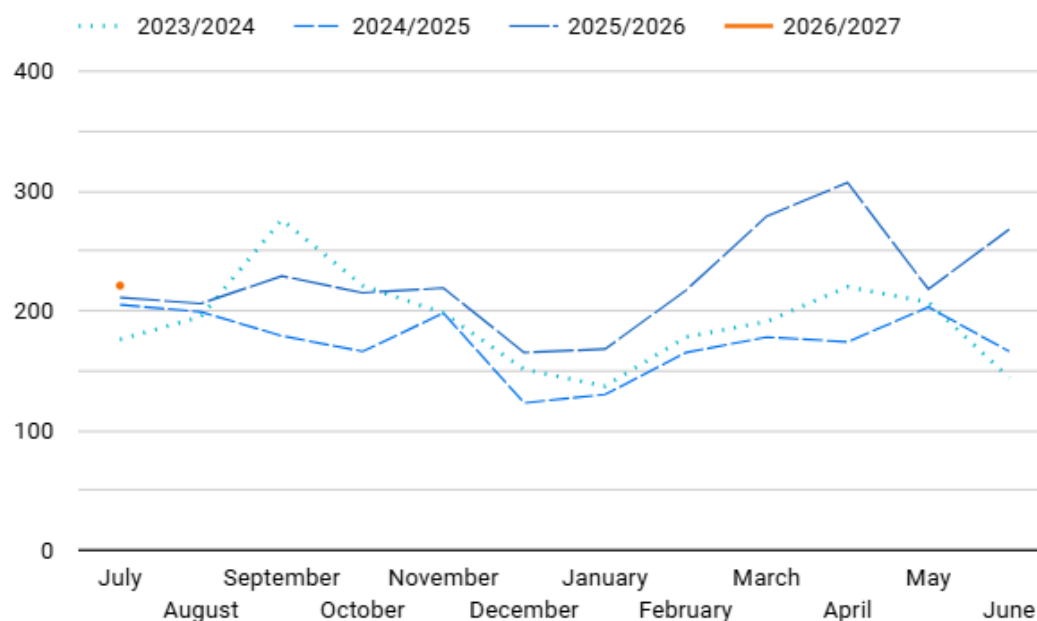


Figure 13 Total number of programmes delivered each month across the Clutha District library network

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

Figure 14 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. All units were tenanted in June, while one tenant moved out in July. The waiting list of community housing units has continued to climb over the last 12 months.

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 Figure 15 below. The compliance now sits at 100%.

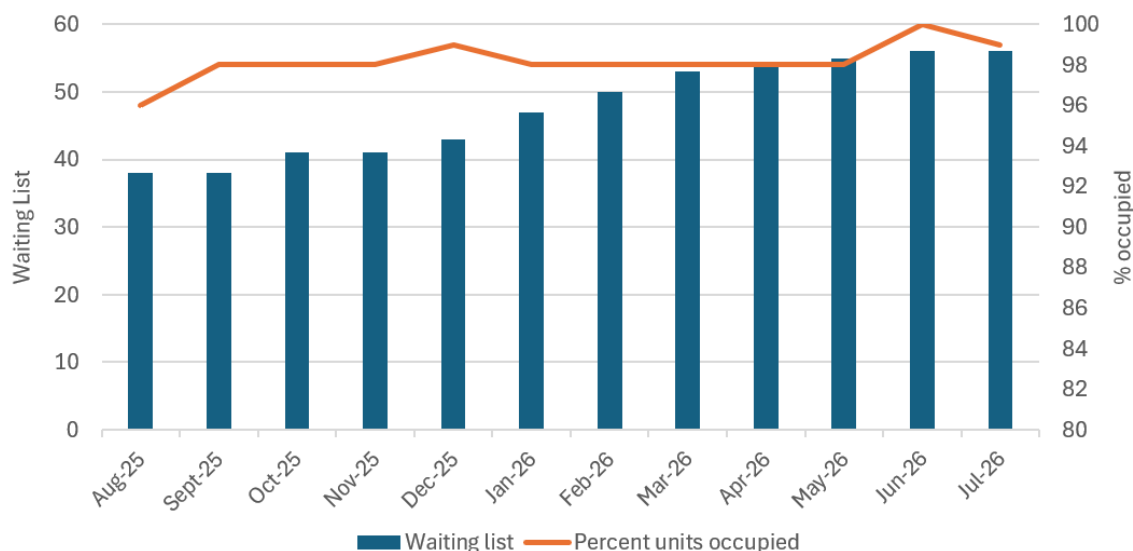


Figure 14 Community housing - wait list (blue) and percent of units occupied (red)

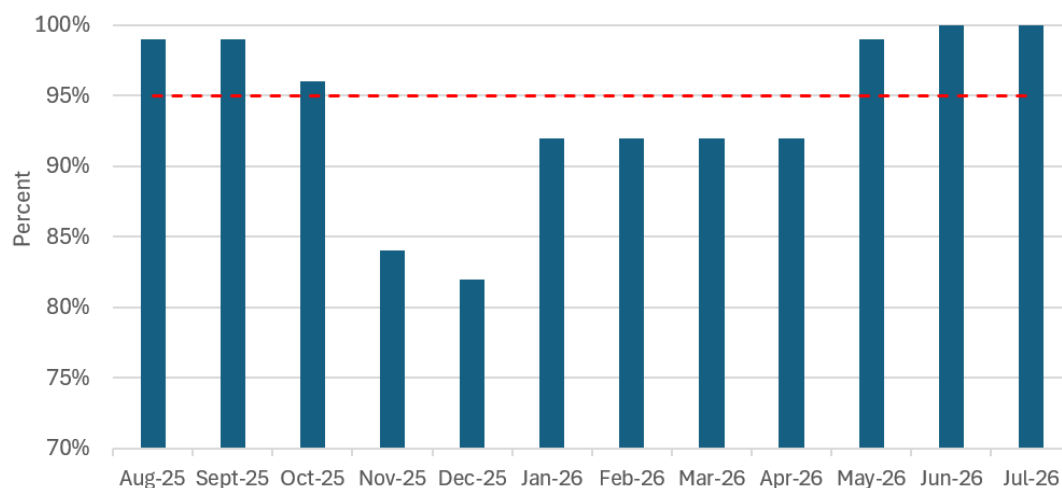


Figure 15 Healthy Homes Standard - percent compliant

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 the restructure of the Community Services Department in 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	Complete
Samoa 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	Complete
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
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
Community Facilities	LTP funding reviews	Information sorting for council workshop	N/A	In Progress
Te Kaika	Gambling Harm in the Clutha District	Initial meetings	N/A	In Progress

6.2 Grant allocation and funding schemes – Sonia Farquharson

The following is a summary of in-house and external funding grants which Council administers.

6.2.1 Telford Bursary

There was a total of 11 applications received for this bursary, and the panel met 21 July 2026 to decide on the following recipients:

- Zoey Marshall \$2,000.00
- Shaydon Hunter \$1,000.00

6.2.2 Community Service Awards 2026

The awards were presented at a formal ceremony on Thursday 18 June 2026 at the Kaitangata Community Centre. Recognition was given to the following award winners

Individual Awards

- Joel Crook - services to the Milton Community
- Jeannine Basquin - services to the Taieri Mouth Community
- Kirsty Nicol - services to the Kaitangata Community
- Nathan White - outstanding contribution to the Balclutha Community
- Sue Harrex - outstanding contribution to the Clutha Valley Community
- Pam Hunter - outstanding contribution to the Clutha Valley Community
- Iosefa Setu - outstanding contribution to the Balclutha Community
- Salu Ta'avili - outstanding contribution to the Balclutha Community

Youth Spirit Awards

- Jorja Andrews - South Otago High School
- Rashaun Melvin - South Otago High School
- Bella Paterson - South Otago High School.

Community Group Awards

- Knit & Yarn - Community Group Award for contribution to Arts & Culture
- Kaka Point Community Group - Community Group Award for contribution to Recreation & Leisure
- Kaka Point Community Group – Supreme Winner.

6.2.3 Creative Communities Scheme

The third round of Creative Communities funding closed on the 19 June 2026. The assessment committee met on the 2 July 2026 to decide on the following recipients:

- Tuapeka Christmas Trail - \$540.00 – A Christmas event created for all ages in held in Lawrence.
- Balclutha Potters Group - \$648.10 – pottery workshop to create and glaze their own unique ceramic project.
- Emily Frith - \$678.50 for a project for neurodivergent kids to explore creativity.
- TwoForty Studio - \$3,000.00 for a project called “Faces of Balclutha” this captures the stories of our elders through portrait and memory, honouring lives that shaped the community.
- Lawrence Lantern Festival - \$1,678.88 for a series of artistic workshops to learn the art of the Chinese dragon dance and lantern making.

6.3 Annual Plan Grants

During the 2026/27 Annual Plan, Council received 23 community funding submissions. Formal letters and funding agreements have been sent out to all 23 submitters.

6.4 Youth Development

There are some major changes underway within the Youth Development activity, and this section provides a high-level summary of these changes, plus any relevant updates.

6.4.1 Jobbortunities

There have been several changes to the proposed Job Opportunities contract. The Ministry of Social Development (MSD) has reduced the timeframe for working with each client, with the programme now limited to 12 weeks to meet with clients, support them into employment, or refer them back to MSD. As a result, a number of clients have exited the programme, as they had already exceeded the new timeframe.

Ollie has been working independently for the past month and a half and is currently supporting 13 active clients. Contact is also being maintained with clients from the previous contract to ensure they remain in employment and continue on a positive pathway.

Some of last year's funding has been used to continue client development and training. As a result, five clients have obtained their Barista Certificate and five clients have obtained their LCQ Certificate, which is the first step towards gaining a Duty Manager's licence.

Interviews have now been completed, and the programme is looking forward to welcoming a new member to the Job Opportunities team. At the time of writing, the national contract from the MSD is still awaited, although it was expected on 1 July. It is hoped this will arrive soon and provide greater certainty for the programme moving forward.

6.4.2 He Poutama Rangatahi – Jobbortunities Foundations

Clutha District Council has been awarded a \$1M contract from Ministry of Social Development (MSD) for three years (with a potential two-year extension) to deliver a structured 26-week He Poutama Rangatahi programme designed to address a clearly identified local gap for rangatahi aged 15-18 who are disengaged from school, not in employment, education or training (NEET) or at high risk of becoming NEET.

The programme is an adaptation and extension of the established Jobbortunities model, with a stronger emphasis on holistic wellbeing, structured weekly engagement, practical life skills and supported transition into employment.

6.4.3 Youth Council

The Youth Council are currently working on a few different projects:

- Fast Fives - are underway at the Cross Recreation Centre on Monday nights. Huge thank you to Sport Otago's Tu Manawa Fund for supporting the cost of court hire for the five weeks
- The Ripple Effect (mental health) – looking to start interviews at the start of September
- Community Formal – formal is set to happen on the 2 October. Advertising for this event is underway.
- Balclutha Bridge Park – one of the artists (Joss Winslade) attended Youth Council's pre-meeting workshop on the 27 July and workshopped design ideas. There are 13 posts that require designs. They decided that there will be a separate post representing each ward – Balclutha, Lawrence/Tuapeka, Bruce, Milton, Kaitangata, West Otago, Clinton/Clydevale, Catlins. The other 5 posts will

be themed around – services (FENZ, St John etc.), Kiwiana, surf lifesaving, flags/countries and ANZAC.



Figure 16 Youth Council meeting in action

6.4.4 Youth Worker Update – Rachael Walker

The past few months I have continued to focus on building positive relationships with young people in our district and aiming to strengthen connections within local schools. I have been successful in establishing a good relationship with South Otago High School and I have a regular weekly session where I mentor students on a one on one and group basis. I also see some clients in their homes.

Some of the issues I deal with are school attendance, anxiety, family challenges, confidence, friendships and goal setting. I have been able to help connect some of these students with specialist agencies when their needs are beyond my scope of work.

Many of these youth have a limited support network at home and are benefitting from being able to sit, talk, share and listen with me over issues that are impacting their lives. The fact that these young adults want to keep meeting up on a regular basis is a reflection of some positive input that I feel am making. These sessions are an invaluable opportunity for them to be heard.

I have also gained a client list from the Jobbortunities team. Most of these young adults have been on the Jobbortunities books for some time and have surpassed the three-month period that Jobbortunities can assist them with. I have been providing mentoring and support for them aiming to increase their confidence and abilities to seek employment. Sometimes youth in this group can be sidelined a bit so providing support and continued guidance is vital to them to begin their employment journey within our communities.

Overall, the past few months have been a positive and rewarding period in my role as Youth Worker. It takes time to build trust and relationships with young people, but I feel I have been developing stronger connections over this time.

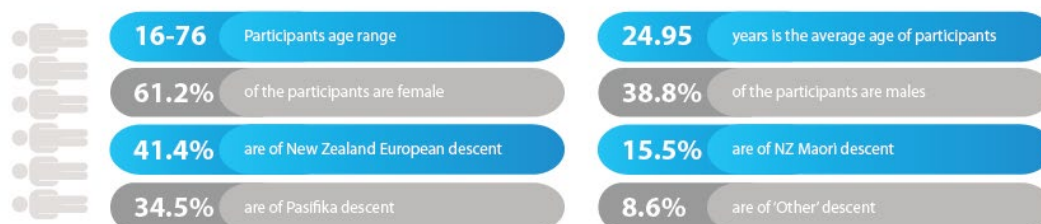
6.5 Road Safety

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

finished in June 2026, and the final progress report is provided below. Southern REAP have received funding to continue this program in the Clutha District.

CLUTHA DISTRICT - DRIVE MY LIFE RESULTS

1 JANUARY - 30 JUNE 2026



The location of participants of the Clutha District Drive My Life programme have come from Balclutha, Kaitangata, Kaka Point, Milton, Owaka and Waitahuna.

The ethnicities of the other participants include: Filipino, Nepalese and Sri Lankan.

Referrals have been made to the programme by A3 Kaitiaki, Anglican Family Care, APM Workcare, AWHI, Blue Mountain College, Catlins Area School, Clutha District Settlement Support Group, ComCol, Family Works, Filipino Society, Jobbertunities (MTFJ), MSD, PACT, Plunket, South Otago High School, Southern DHB, Te Pou O Mata-au, Tokomairi High School, Tokomairi Waiora, Tokomairi Hub, VOC Church and Whanau Refuge.

6.6 Community Plans – Zavana Morgan

Zavana Morgan has started as the Community Development Officer, and her role includes supporting groups in bringing the projects identified in *Our Place* Community Plans to fruition.

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. 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 June 2026 includes:

Project	Lead
1. Construction Starts – KP Esplanade Playground	Joint
2. Close to starting new shelter – Livingstonia Park	Taieri Mouth Amenities Society
3. Willsher Bay Domain - Lease	CDC
4. Clearing, site preparation – Sawmill Creek	Taieri Mouth Amenities Society
5. Basketball Court – Bushyhill Street Playground	Tapanui West Otago Promotions

The photo below shows site clearance at the Kaka Point Esplanade Playground in preparation for the new playground to be installed.



Figure 17 Kaka Point Esplanade Playground - site prepared for new development

7 Aquatic Services – Holly Ramsay

Balclutha Centennial Pool is open year-round, Milton Pool has now closed, and the new Elsie Stewart Library and Pool is expected to open in 2028.

7.1 User numbers

After several breakdowns, the Balclutha Pool reopened on 20 June for a month. We closed again on 19th July 2026 for our regular maintenance, which couldn't be done while we were closed due to the part of the system that was down and staff leave budgets. The annual winter maintenance period was shortened as some tasks were completed during the previous closures. The pool reopened on Monday 3rd August.

The Balclutha Centennial Pool was open 13 less days than last year however we were only 178 swimmers less, so without the breakdown closures we would have been on track to have shown a steady increase on last year.

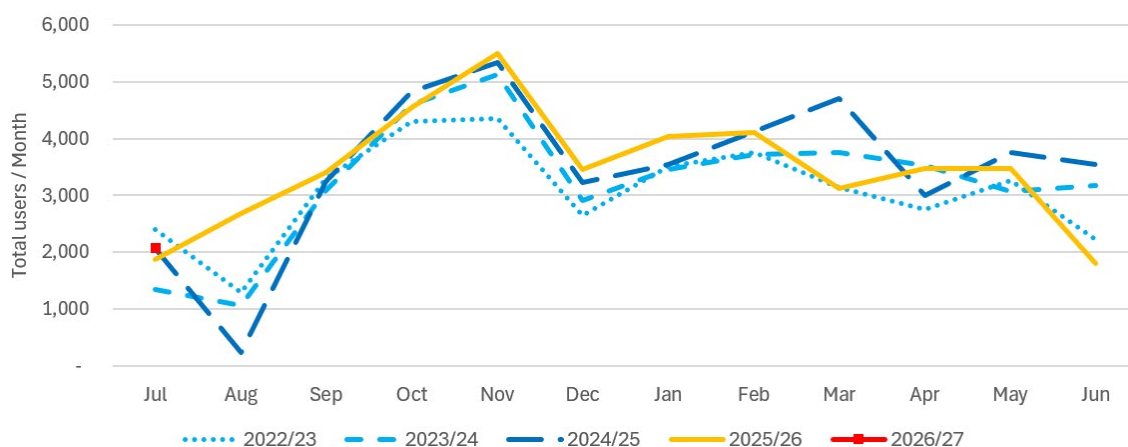


Figure 18 Balclutha Pool - Monthly Pool Users

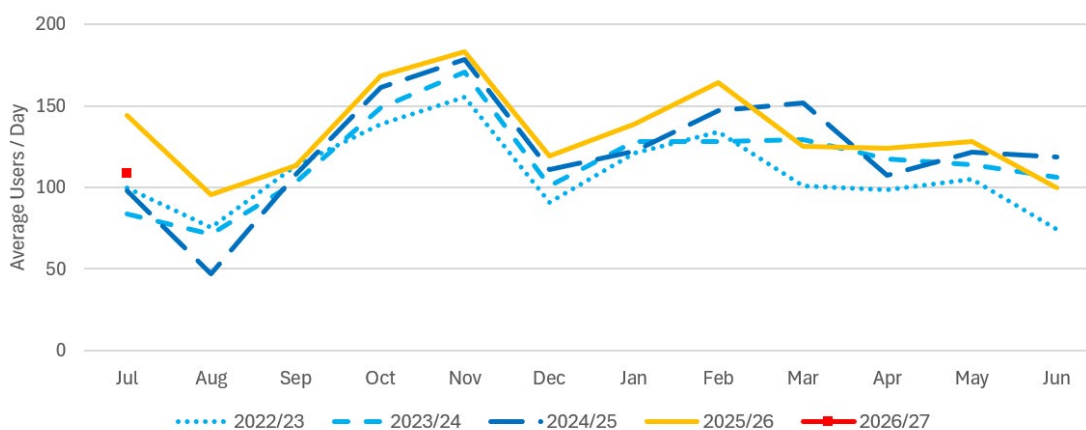
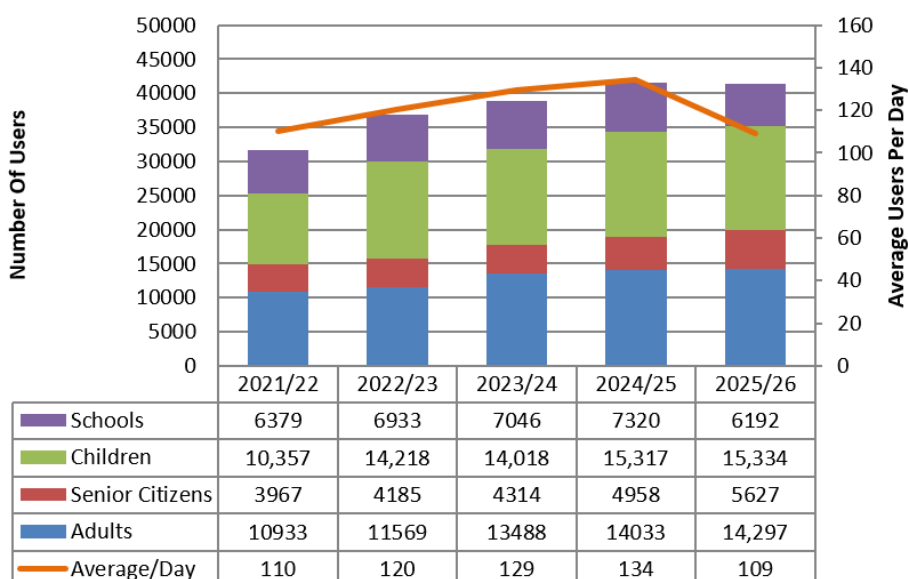


Figure 19 Balclutha Pool - users per day

An overview of total pool users is shown in Table 1. This shows that numbers have increased significantly since 2021/22, particularly in the 'adult users' and 'children' categories.

Table 1 Balclutha Pool yearly usage data from 2021/22 to 2025/26



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.

Figure 20 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.

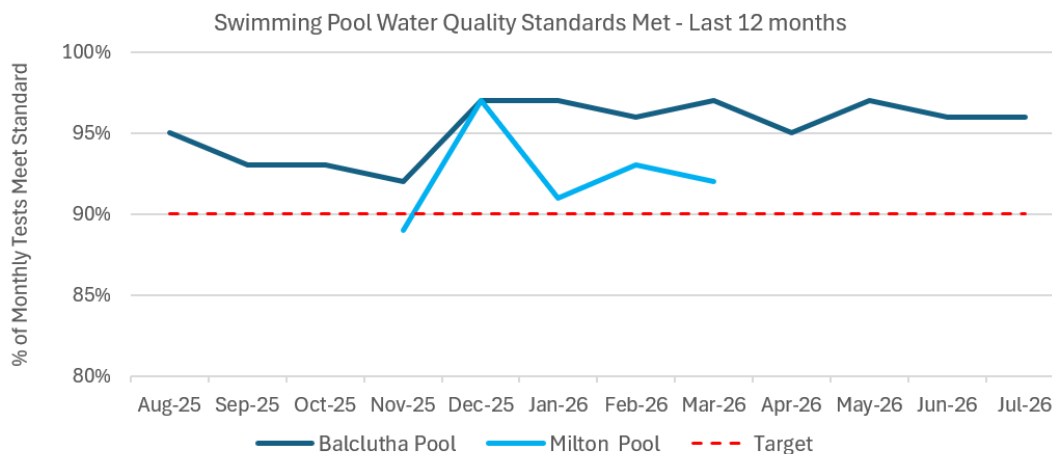


Figure 20 Swimming Pool Water Quality Standards Met - last 12 months

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 on extended leave. In his absence, Pete Burtonwood is filling in on a part-time basis, monitoring freedom camping at the Owaka Freedom Camping Site, and other popular sites nearby. Activity has reduced over the winter, due to the cooler weather.

8.2 Taylor Park Campground

Income and usage data is shown in the two graphs below, for long term campers (>1 week) and casual stays. Revenue from casual stays has remained stable from May to July. Revenue from long-term campers has increased, primarily due to two campers who have been making additional payments to reduce outstanding arrears.

The installation of card readers has now been completed, and the caretaker's fixed-term contract has concluded. As a result, the campground is now operating as a fully automated facility.

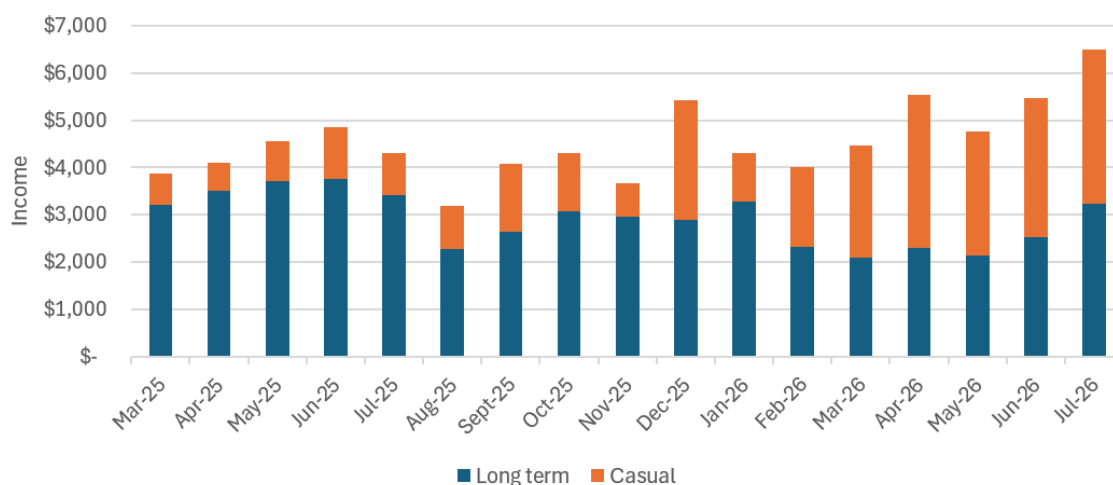


Figure 21 Taylor Park Campground - Income

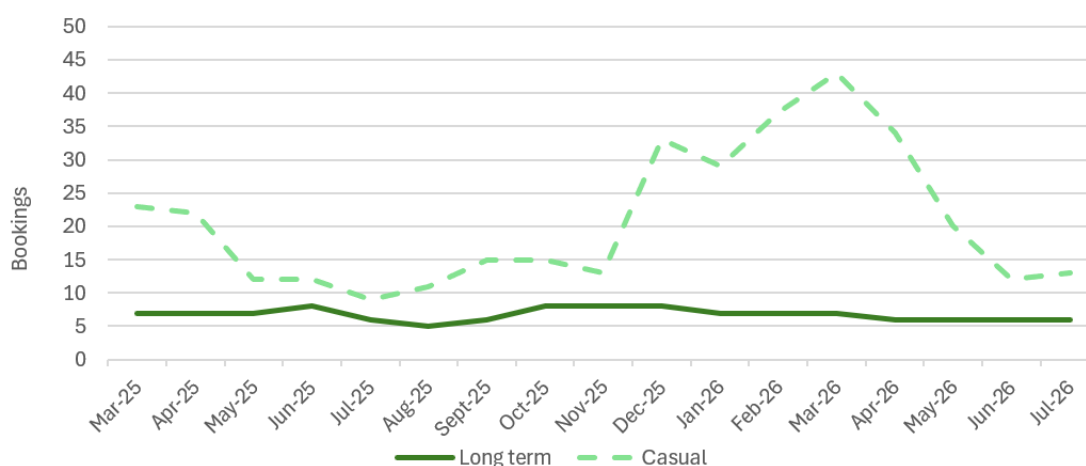


Figure 22 Taylor Park Campground - Bookings

9 Clutha Development – Linda Moore

Clutha Development not only responds to individual requests but identifies opportunities, bringing partners together and helping shape solutions that strengthen the Clutha District's economy.

We have:

- Strong credibility with businesses and stakeholders
- Clutha Development is the organisation that connects opportunities across sectors
- Stronger strategic conversations with Council, businesses, and community partners.

This report is a 'snapshot' of key actions from our economic development engagement.

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 Project Group Update

Purpose:

To progress collaborative solutions to the business priorities of workforce attraction, workforce retention and community connection and housing as an economic enabler.

Progress:

- Clutha District-Northland opportunity: Business profiles on workforce demand information and job listings to the Mayor's Office.
- Worker accommodation investigation: Clutha Development continue to support Silver Fern Farm's investigation for worker accommodation opportunities.
- Worker accommodation demand survey: To better understand the scale, type and duration of accommodation required by local businesses. Clutha Development is investigating the demand for worker accommodation and developing an investment proposition to attract private investment into local accommodation solutions
- Community Housing Trust Framework: Developing the framework for a community-led model
- Workforce attraction support: We continue to assist businesses by connecting partners of people relocating to the district with local employment opportunities through our business network.

Impact:

- Clutha Development is progressing practical, collaborative solutions to the workforce and housing challenges identified by local businesses.
- The focus has shifted from identifying issues to implementing targeted initiatives that strengthen the district's capacity to attract, welcome and retain people, enabling future business growth.

9.2 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.

9.2.1 Attraction and Investment Facilitation

Purpose:

To attract and facilitate investment that supports business growth, employment and economic development in the Clutha District.

Progress:

- Continued discussions with Calder Stewart regarding the Milburn Quadrant industrial park/inland port investment
- Developed workforce and regional information for the Southern Forest Growers Consortium (SFGC) to support their investment planning.
- 'Ask a Planner' sessions: Clutha Development facilitated two successful sessions to coordinate planning requirements and support business development opportunities.

Impact:

- Improved the district's investment readiness by strengthening investor relationships, coordinating key partners and providing the information needed to support informed investment decisions.

9.3 Preparing Business for the Future

Helping businesses anticipate change, adapt to emerging trends and build resilience through innovation, diversification and future-focused thinking

9.3.1 Clutha District Business Confidence Survey (June 2026)

Purpose:

Business confidence, investment intentions and economic signals from across the district

Progress:

- [Link to June 2026 survey results](#)
- Business confidence in the Clutha District has improved, boosted by a strong primary sector and cautious optimism for the year ahead. While rising costs continue to place pressure on businesses, many expect stable or improving trading conditions and some are beginning to consider new investment, particularly in productivity-enhancing plant, equipment and technology.
- Workforce availability, housing, affordability and regulatory processes remain key constraints, while respondents consistently identified inflation, cost of living pressures and local government processes as the principal barriers to stronger economic growth.

Impact:

- Provides timely business information to inform Clutha Development's priorities, support evidence-based decision-making and identify emerging opportunities and challenges affecting the district's economy.

9.3.2 Enabling Thriving Connected Communities and Local Economies

Supporting local initiatives, partnerships and projects that strengthen community wellbeing, economic resilience and district-wide collaboration.

9.3.3 Enabling Community Projects

Purpose:

To support community groups to progress locally led projects by providing facilitation, advice, connections and practical support that builds community capacity and contributes to vibrant, resilient communities.

Progress:

- Lawrence Heritage Trust: Scoping an investment and impact case for the Lawrence Courthouse.
- Tuapeka Goldfields Museum: Vision statement and Storymapp.
- Tuapeka Lawrence Community Board: Gabriel's Gully Destination Experience Plan.
- Waihola Looking Forward: Relocation of the whale fossil.
- Clutha Gold Cycle Trail Trust: Trail signage.
- Jack's Bay: Interpretation panel at the Blowhole.
- DOC: Project updates and coordination across the Lawrence to Waihola area
- Tohu Whenua: Gabriel's Gully site of significance
- West Otago Promotions/Community Board: Promotional information.

Impact:

- Improved alignment between community, heritage, visitor and destination initiatives, helping maximise the wider value and impact of local projects.

Clutha District Council

Item for INFORMATION

Report	Finance & Policy Department Update
Portfolio Heads	Councillor Simon McAtamney, Councillor Dane Catherwood
Meeting Date	20 August 2026
Item Number	16
Prepared By	Sharon Jenkinson – Finance & Policy Group Manager
File Reference	1039877

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 dated 20 August 2026.

REPORT

1. Background

Activities and attendances for the team since the last report are set out below:

Date	Meetings Attended	Participation
26 June 2026	SWDW Finance & Commercial Meeting	GM
29 June 2026	Strategic Planning Management Team Meeting	Finance & Policy
7 July 2026	Taituara Spatial Planning W/Shop	Policy
7 July 2026	Senior Leadership Team	GM
8 July 2026	EMS-OS CDEM Sector Workshop	Finance & Policy
10 July 2026	SWDW Finance & Commercial Meeting	GM
17 July 2026	Strategic Planning Management Team Meeting	Finance & Policy
20 July 2026	Southern Waters Finance & Commercial workshop	GM
20 July 2026	Finance & Policy Portfolio Meeting	GM

21 July 2026	Health NZ Meeting	Policy
22 July 2026	Met with David Ward, Risk & Assurance chair	GM
23 July 2026	Risk & Assurance Meeting	Finance & Policy
23 July 2026	Council Meeting	Finance & Policy
24 July 2026	SWDW Finance & Commercial Meeting	GM
27 July 2026	Otago Strategy Managers Meeting	Policy
28 July 2026	All Staff Meeting	Finance & Policy
29 July 2026	CIMS Basics Course (Emergency Management Otago)	Finance
30 July 2026	Council Workshop – LTP	Finance & Policy
3 Aug 2026	Otago Strategy Managers Meeting	Policy
3 Aug 2026	ITF Foundation Training (Emergency Management Otago)	Finance
3 Aug 2026	Strategic Planning Management Team Meeting	Finance & Policy
5-6 Aug 2026	Taituara LTP Forum	Policy
7 Aug 2026	SWDW Finance & Commercial Meeting	GM
11 Aug 2026	Senior Leadership Team Meeting	GM
13 Aug 2026	Ibis Budgeting system catch up	GM
20 Aug 2026	Council Workshop LTP	Finance & Policy
20 Aug 2026	Council Meeting	Finance

2. Staffing

Recruitment is progressing on the Senior Policy Advisor position vacancy following the departure from CDC of Ye Miao.

3. Annual Report

Preparation of the 2025/26 Annual Report is underway in advance of the external audit commencing in September 2026. While the project is currently behind the original timetable, staff are continuing to progress key workstreams and are working closely with Deloitte to mitigate potential delays. Where possible, components of the Annual Report and supporting working papers will be completed and provided to Deloitte ahead of the scheduled audit commencement date, enabling early review and resolution of issues. Particular focus is being given to the incorporation of the roading and water asset revaluations, which will have a significant impact on infrastructure asset values, depreciation, and related financial statement disclosures.

4. 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.

30 July 2026

- Government Reform update
- Transport Program
- Solid Waste Activity Management Plan
- Transport Activity Management Plan
- Community Housing Activity Management Plan
- Open Spaces Activity Management Plan
- Combined Community Facilities Management Plan (Library, Pools, Halls)

The budget model has been rolled forward for the 2027-37 LTP. Preliminary budgets have been developed following the removal of Three Waters costs and the reallocation of remaining associated costs. Ongoing refinement includes budget holder reviews of individual cost centres, a review of the capital programme, and the reassignment of finance-related costs to ensure alignment with current organisational structures and activities.

5. Residents Survey 2026.

The survey has been completed and is reported earlier on as part of this Council meeting agenda.

6. 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 in a variety of different modules within the system. We are working through these with Datacom via weekly meetings.

Staff are also working through our first year-end process in the Datascape system. We are experiencing additional workload associated with this as we are working through this process for the first time. There are also some outstanding data migration issues and processes.

7. 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.

8. 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 \$15,600 for the year 1 July 2026 to 30 June 27.

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.

There have been no reimbursement for the year to date.

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 \$8,800 with no payment's year to date.

9. 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.

The rates for the 2026/27 Financial year have been processed, and assessments were sent out on the 31 July 2026 with the first instalment being due on the 28 August 2026.

Staff have fielded a lot of correspondence around this.

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 2026/27 year is \$830 (2025/26 \$805).

Applications are unable to be processed until Otago Regional Council rates become available. Applications are currently coming in steadily.

10. Council Policies

Policies due for Updates

Since last report on 23 June 2026 progress on finalisation of the remaining updates has been delayed due to the vacancy in the Senior Policy Advisor position in the Strategic Planning and Policy Team.

On the assumption that the current recruitment process will result in an appointment to the position by early to mid-September - a rephased work program proposed for the remaining policies updates is shown in Attachment A.

Council Policies Update Program – Remaining Policies Reviews In Progress (Rephased 11 Aug 26)

Council Policies

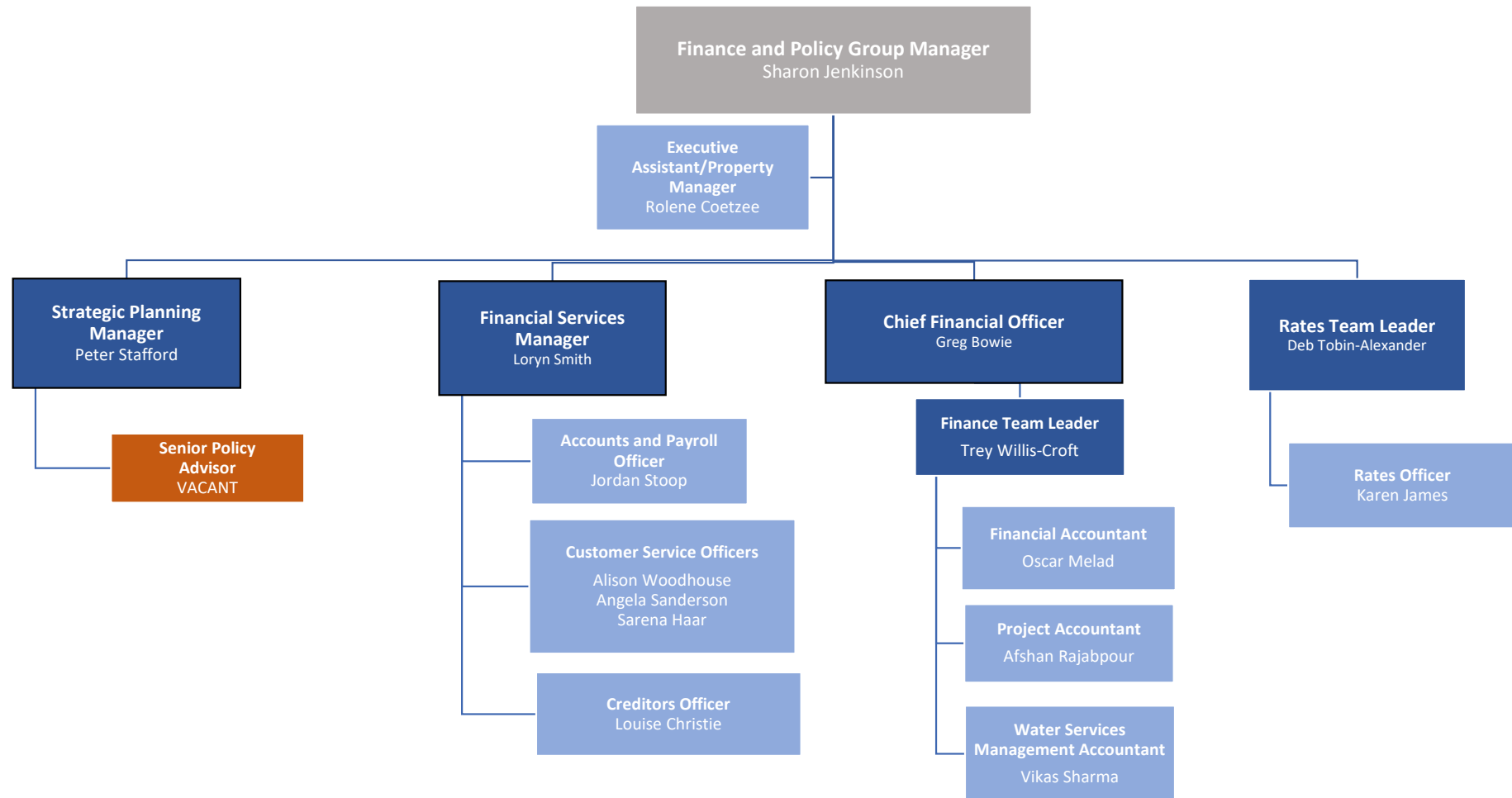
Policy Name	Responsible Group	Revised target dates (Strike through indicate previous target date)
Policy on ANZAC Day	Chief Executive	To Council 15 Oct 26 20 Aug 26
Policy on Smokefree Public Places	Community Services /Infrastructure Ops	To Council 15 Oct 26 20 Aug 26
Policy on Accidental Death Insurance Cover	Finance and Policy	To Council 15 Oct 26 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 12 Nov 26 17 Sep 26
Policy on Biodiversity Funding (2021)	Regulatory	To Council 15 Oct 26 17 Sep 26
Policy on Earthquake-Prone buildings (2006)	Regulatory	To Council 12 Nov 26 17 Sep 26
Policy on Community Committees	Chief Executive	To Council 12 Nov 26 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 15 Oct 26 17 Sep 26
Policy on Freedom Camping (2020)	Community Services	To Council 12 Nov 26 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 Polices (For CE Approval)

Policy Name	Responsible Group	Revised target dates
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 10 Sep 26 31 Jul 26
Electronic Communications Policy	Internal Services	Major review (Part complete) to be finalised by 7 Oct 26 30 Sep 26
CCTV Policy (New) To incorporate Wearable Video Cameras Policy	Internal Services	Drafted to be finalised by 7 Oct 26 31 Jul 26
Policy on ownership and maintenance of drainage laterals	3 Waters	Minor review/update to be finalised 7 Oct 26 20 Aug 26
Policy on construction around pipelines	3 Waters	Minor review/update to be finalised 7 Oct 26 20 Aug 26
Policy on road occupation	Infrastructure - Assets	Minor review/update to be finalised 7 Oct 26 20 Aug 26
Policy on stock crossings, races on road reserve and stock underpass	Infrastructure - Assets	Minor review/updateto be finalised 7 Oct 26 20 Aug 26
Staff Policy on Water Rates Remission	Three Waters	Minor review/updateto be finalised 7 Oct 26 20 Aug 26
Policy on Cemeteries	Infrastructure - Green Spaces	To be finalised by 7 Oct 26 30 Sep 26
Policy on trees in road reserve and amenity trees	Infrastructure - Ops	To be finalised by 7 Oct 26 30 Sep 26
Policy on damage to utilities services by third parties	Infrastructure - Ops	To be finalised by 7 Oct 26 30 Sep 26
Policy on water channel vehicular crossing	Infrastructure - Ops	To be finalised by 7 Oct 26 30 Sep 26
Policy on funding forestry roading	Infrastructure - Ops	To be finalised by 7 Oct 26 30 Sep 26

Attachment B

Finance and Policy Group - Organisation Chart



Clutha District Council

Item for INFORMATION

Report	Regulatory Services Department Update
Portfolio Heads	Councillor Rachel Harrison, Councillor Dean McCrostie
Meeting Date	20 August 2026
Item Number	17
Prepared By	Olivia Restieaux – Regulatory Group Manager
File Reference	1035428

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

This report gives an overview of the Regulatory Department activities since the last Council meeting.

2 Department overview

- Clutha Stars remains a focus; the Regulatory Administration Team have applied for Silver status.
- All teams are performing reasonably well in regard to statutory timeframes, with teams either at 100% or close to 100%.
- Several Regulatory staff (alongside staff from other Departments) played a key part in organising the Matariki celebrations for CDC.
- Recruitment will be undertaken for the vacancies for Regulatory Services Officer, Building Control Officer, Planning Officer, Planner and Team Lead Planning.

3 Animal Control Team

- The Animal Control Team have been very busy with dog registration.
- The last week of July there was a surge of customers paying for their dog registration.
- We have had customers enquiring when they will receive their dog tags/discs due to the delays in matching payments to the dogs and datascape not changing the status to 'Registered' - has caused delay in sending these out. Hopefully by the end of this week majority of owners will have their tags/discs in the post.

Statistics

Dogs in the District 08/07/2026

Total Dogs	6177	
Total Registered	4509	73%
Not Registered	1653	
Total Dog Owners	3728	
Total Dog Owners with registered dogs	2372	

Customer Service Requests

Number of service requests	167
Contacted KPI	97%
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.
- The Team are in the process of applying for their silver star in conjunction with Clutha Stars.
- Recruitment for team member has been approved and the process has started.

Statistics

District Licensing Committee

Licensing activity since the last Regulatory and Policy Committee meeting has resulted in the issuing of the following:

From 1 July – 31 July 2026

18	Special Licences
12	Managers
6	Temporary Authority

Food Licensing

Processing 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
July	22	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.
- Council were on a monitoring TA assessment from MBIE for compliance schedules, this has now been cleared.
- 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. On 7 August 2026 IANZ advised that they have conditionally cleared our April Special Assessment.
- A routine assessment from IANZ is scheduled for October this year and a key focus of the Building Control Team for the next couple of months will be preparing for this visit.

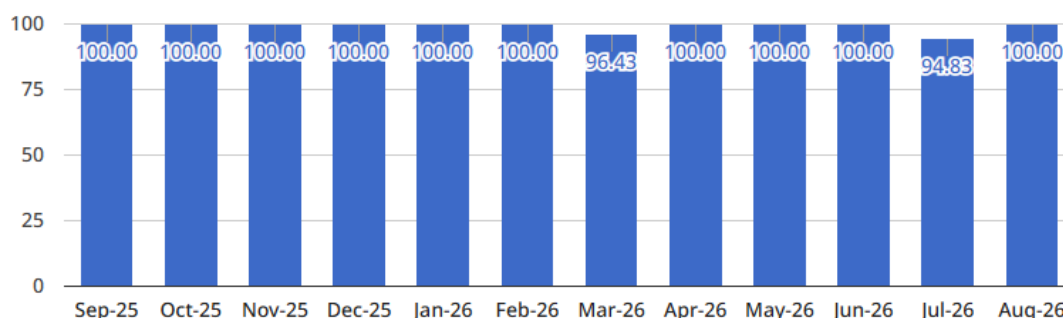
Statistics

Building Consents Issued from May 2026 – July 2026

Results from a cache last updated on: 04/08/2026 at 05:00:23																		
	May-2026						Jun-2026						Jul-2026					
Building Consents and PIM Only	1-3	4-10	11-17	18-24	25-31	total	1-7	8-14	15-21	22-28	29-30	total	1-5	6-12	13-19	20-26	27-31	total
Building Consent Amendments Lodged (Vetting complete)	0	1	3	0	0	4	1	4	0	0	0	5	0	0	2	1	1	4
BC Apps Lodged (Vetting complete)	2	15	2	10	11	40	6	10	8	17	5	46	2	6	7	7	9	31
PIM Only Apps Lodged (Vetting complete)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1
Total	2	16	5	10	11	44	7	14	8	17	5	51	2	6	9	8	11	36
Apps resulting from Natural Disasters	0	1	0	0	0	1	1	0	0	1	0	2	0	0	0	0	0	0
Apps issued/refused/withdrawn	0	9	14	16	15	54	11	8	12	20	3	54	4	12	5	12	10	43
Building Consents granted / issued (excluding Amendments)	0	9	11	15	14	49	8	6	10	13	3	40	3	11	4	12	5	35
Building Consents granted / issued (including Amendments)	0	9	12	16	15	52	10	6	10	18	3	47	4	12	5	12	9	42
Building Consents granted / issued (including Amendments) within 20 Stat days	0	8	12	15	14	49	10	6	10	17	3	46	4	12	5	12	9	42
Percentage	0%	88.9%	100%	93.8%	93.3%	94.2%	100%	100%	100%	94.4%	100%	97.9%	100%	100%	100%	100%	100%	100%

CCC issued from September 25 to July 2026 within Statutory Timeframes

% CCC Decision Within 20 Stat Days
Monthly for All Building Types and All Complexities



6 Planning Team

- The Planning Team has reached its third year in a row where resource consents have been granted within statutory timeframes.
- The Planning Team continues to maintain 100% for processing resource consents within statutory timeframes for the new financial year.
- The Fast Track application for Mahinerangi Windfarm was granted on 3 July 2026 subject to conditions. CDC does not make the decision, this function is undertaken by an expert panel, although staff were involved in providing feedback on the application. The application was a variation to the original resource consent issued by CDC in 2009.

Collaboration with other organisations

- Olivia Restieaux and Olivia Dickson attended the first Spatial Planning Interim Governance hui in Cromwell on 11 August 2026 to continue work in relation to the Otago Spatial Planning amongst the RMA reforms.

Statistics and Service Requests

Consent activity since the last Regulatory and Community Committee until 13 July 2026 has involved all applications being **granted within statutory timeframes**.

Resource consents received since 10 June 2026 – 13 July 2026:

- Land Use Consents – 6
- Subdivision Consents – 4
- Combined Land Use/Subdivision – 1
- Other (87BB, Right of Way, Cert of compliance) – 1
- s226s (title separation) – 0
- Outline Plan Waivers – 0
- S223/224 Certifications Combined – 2
- S223 Survey Plan – 0
- S224 Completion Approval – 0
- Forestry notices (afforestation) – 25

- Forestry notices (quarrying) – 0
- Forestry notices (harvesting) – 7

Service Request Type	Number of Service requests	KPI completed within timeframe Percentage
Planning Enquiries	52	100%
After Hours (Noise Control)	8	100%
General (Noise Control)	4	100%
Other	0	-

Service Requests since 10 June 2026 – 13 July 2026:

Resource Consents Granted Since 10 June 2026 – 13 July 2026

RC No	Sub Type	Description	RC Granted Days
APP2649	Combined Land Use & Subdivision	2-Lot Subdivision	19
APP25136	Land Use Consent	Undertake alluvial gold mining activities	13
APP2659	Land Use Consent	Over height garage	12
APP2644	Land Use Consent	Over height garage	12
APP2658	Land Use Consent	Over height garage	19
APP2630	Subdivision Consent	9-Lot Subdivision	18
APP2652	Land Use Consent	Over height garage	20
APP2587	Subdivision Consent	3-Lot Subdivision	17
APP25134	Subdivision Consent	2-Lot Subdivision	13

Clutha District Council

Item for DECISION

Report	Reasons to Move to Public Excluded Session
Meeting Date	20 August 2026
Item Number	18
Prepared By	Steve Hill – Chief Executive
File Reference	1043068

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
LGFA Cash-Advance Facility	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. A2(i) Enable any Council holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).
Public Excluded Council Minutes – 23 July 2026		The specific provisions of the Act that relate to these minutes can be found in the open

Matters dealt with in these minutes: • Draft offer of settlement	The information contained in the report is subject to an obligation of confidence which would prejudice the supply of information from Parker Cowan Lawyers if made public. The information contained in this report includes legal advice which is also subject to legal professional privilege.	minutes of the Council meeting held on 23 July 2026.
Public Excluded Risk & Assurance Committee Minutes – 23 July 2026 Matters dealt with in these minutes: • Cyber Security & ICT Update • Mt Cooee Contract Update	The information contained in the report contains information about Clutha District Council's cyber security measures. 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 23 July 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.