

**MEETING OF THE  
WEST OTAGO COMMUNITY BOARD**

**Wednesday, 10 April 2024**

**commencing at 10.30 am**

**West Otago RSA**

**51 Northumberland Street**

**TAPANUI**

# **CLUTHA DISTRICT COUNCIL**

## **WEST OTAGO COMMUNITY BOARD**

Notice is hereby given that a Meeting of the West Otago Community Board will be held in the West Otago RSA, 51 Northumberland Street, Tapanui on Wednesday, 10 April 2024, commencing at 10.30 am.

Steve Hill  
**CHIEF EXECUTIVE**

### **Board Members**

Barbara Hanna (Chair)	Michele Kennedy
Cecil Crawford	Sonia Richardson
Mark Diamond	Bruce Robertson
John Herbert	Linda Roulston

# West Otago Community Board

## Item for DECISION

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<b>Report</b>	Tapanui Commonage Income
<b>Meeting Date</b>	10 April 2024
<b>Item Number</b>	1
<b>Prepared By</b>	Jules Witt – Deputy Chief Executive
<b>File Reference</b>	508922

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### REPORT SUMMARY

The report advises of the Tapanui Commonage Income and asks the Board to confirm the allocation of the income for the 2024/25, 2025/26 and 2026/27 years and residual funds.

### RECOMMENDATIONS

- 1. That the West Otago Community Board receives the Tapanui Commonage Income report dated 10 April 2024.**
- 2. That the West Otago Community Board agrees/amends/does not agree to annual operation grants of \$15,000, \$7,500 and \$15,000 for the West Otago Community Centre, the West Otago Swimming Pool and the West Otago Health Trust respectively, with these to be reviewed on a three-yearly basis.**
- 3. That the West Otago Community Board considers projects and/or other uses for the residual Commonage Land Income (up to \$19,000) to the end of 2023/24.**

### REPORT

#### 1. Background

Over the last 3 years the Board has allocated \$37,500 per annum of operating grants from the Tapanui Commonage Income to the West Otago Community Centre (\$15K), West Otago Swimming Pool (\$7.5K) and West Otago Health Trust (\$15K).

An additional total \$136K of capital grants have also been made to the West Otago Community Centre for their upgrades over the last two years. There is a projected balance available for allocation this financial year of approximately \$19K.

## **2. Available Funds**

The Board is therefore asked to consider how it will allocate the existing available funds and the Tapanui Commonage Land income for the 2024/25, 2025/26 and 2026/27 years.

It is recommended that the Community Board consider the allocation of funds before the start of the financial year, so they are available for use during the year.

If the Board retain the existing operating grants of \$37.5K per annum then that will leave approximately \$22.5K per annum for distribution to other projects. The board may also want to provide an inflation adjustment to these operating grants.

## **3. West Otago Health Trust Loan Repayments**

The current loan balance of the West Otago Health Loan Trust loan is about \$722,050+GST. This is being repaid currently at the rate of about \$58K+GST per annum for interest and principal repayments.

In the past the Community Board has considered paying off the principal of this loan with commonage money to enable the loan term to be reduced or the annual repayments to be reduced. This is also an option for the use of unallocated Commonage money.

## **4. Other projects or worthy causes**

With the Community Plan process underway there may be some project that need additional funding. The Community Board may wish to transfer commonage money into the Project Fund balance to enable them to distribute the funds as required during the year.

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# West Otago Community Board

## Item for CONFIRMATION

<b>Report</b>	West Otago Community Board Minutes
<b>Meeting Date</b>	10 April 2024
<b>Item Number</b>	2
<b>Prepared By</b>	Julie Gardner – EA/Governance Advisor
<b>File Reference</b>	886730

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### REPORT SUMMARY

Attached are the minutes of the meeting of the West Otago Community Board held on 10 April 2024.

### RECOMMENDATIONS

- 1 That the West Otago Community Board confirms as a true and correct record the minutes of the meeting of the West Otago Community Board, held on 10 April 2024.**

## West Otago Community Board

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Minutes of the meeting of the West Otago Community Board held in the West Otago RSA, 51 Northumberland Street, Tapanui on Wednesday 28 February 2024, commencing at 10.30am.

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<b>Present</b>	Barbara Hanna (Chairperson), Cecil Crawford, Mark Diamond, Councillor John Herbert, Councillor Michele Kennedy, Sonia Richardson, Linda Roulston, Bruce Robertson
<b>In Attendance</b>	His Worship the Mayor Bryan Cadogan, Steve Hill (Chief Executive), Mike Goldsmith (Project Manager – Community Plan Implementation), Lilly Paterson (Community Support & Development Advisor), Kelly Gay (Head of Community & Facilities Operations) and Cheryl-Marie Moana (Community & Facilities Operations Administrator)
<b>Apologies</b>	There were no apologies.

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The Chairperson welcomed everyone to the meeting.

### **PUBLIC FORUM**

#### **Cindy – Heriot Community Group**

- Proposal to upgrade/modify Heriot Tennis Court, layout with proposed changes provided.
- Aim is to get youth more involved as there is not a lot for them to do.
- Bike Park included in proposal which amounts to a small contingency of Tamariki.
- Tennis courts in disarray. Wanting commitment to repaint lines, new nets/poles will be donated by Tennis Southland, installation of basketball hoop, half court, adjustable hoop, or locked if necessary and erection of concrete wall, for tennis training purposes, retain one netball hoop.
- Propose bench seats to be installed, Tapanui Bloke shed could provide these.

Councillor Herbet suggested split into 2 projects – Lions in support of project.

#### **Bruce McGregor - Rate rises**

- Time frame of rate rises – Mayor Cadogan, Long Term Plan at initial stages, currently with auditors. 3 Waters to blame, of 15% urban rise in rates. Figures final by end of March for 3 years.
- Stated, 75% rate increase for community in the next 3 year will disseminate area, equates to quarter of a pensioner's income.
- This will crucify low-income families, pensioners, rental properties, real estate market, unforced sales. People will not be able to pay rates. Council would be inviting external auditors & Simeon Brown and all sorts of problems.
- Rate needs to come to an acceptable level, rather than 15- 20% or more.

#### **Beverley Cowan – Rates rises**

- What has council done in the last 4 years to reduce spending? Mayor Cadogan replied, all councils are in the same position.

## **1 RESIDENTIAL DEVELOPMENT OPTIONS**

The Community Plan Projects Facilitator submitted a report presenting options which could be adopted by WOCB as their preferred approach towards enabling new development.

Mike Goldsmith - Community plan process – highest priority identified. Set a framework for which method is preferable.

Discussion was held around the benefits for the West Otago community, Option A opens opportunities for young people and first home buyers.

Discussion was also held on the need regarding Option A, “House and Land Package” that the community board need to establish is being led by the community.

***Moved Councillor Kennedy/C Crawford and Resolved:***

***That the West Otago Community Board receive the ‘Residential Development Options’ report.***

***That the West Otago Community Board:***

- Adopt ‘House and land package’ as their preferred approach to enabling residential development in West Otago.***

## 2 WEST OTAGO COMMUNITY BOARD MINUTES

The minutes of the meeting of the West Otago Community Board held on 24 January 2024 were presented for the Board's confirmation.

***Moved Councillor Herbert/L Roulston and Resolved:***

***"That the West Otago Community Board confirms the minutes of the meeting held on 24 January 2024, as a true and correct record."***

## 3 WORK IN PROGRESS UPDATE

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

### 3.1 Projects

#### 3.1.1 Triangle Area Plantings

The Heriot and Tapanui group are awaiting costings for plantings.

### 3.2 Items to stay on WIP.

#### 3.2.1 Hancox Park

WIP

### 3.3 Aitchison Runs Road Grade Adjustment

No updates.

### 3.4 Tree Removal – timber from Beech Tree

Stewarts Timber, meeting next week to decide if the tree is suitable for milling.

### 3.5 Kelso Settlement Road

WIP – action noted for Jules to follow up with ORC.

***Moved L Roulston/B Robertson and Resolved:***

***"That the West Otago Community Board receives the 'Work in Progress Update' report dated 28 February 2024."***

## 4 SERVICE DELIVERY UPDATE

A report was submitted on activities in respect to the Service Delivery Department.

As noted in the agenda item, this is the last report under the current format as it was confirmed at the Council meeting on 15 February 2024 that the Service Delivery Standing Committee is to be renamed 'Infrastructure Strategy & Operations' and a number of activities have moved. The new Community Board reports will be based on the new structure.

The following items were discussed –



- Introduced new manager, Head of Community & Facility Operations, Kelly Gay.
- Kowhai tree to be replaced – Stacy Ferguson
- Service Requests format to be updated as requested. **Action** Cheryl-Marie
- Questions were raised regarding community housing and whether the vacant flat has been advertised. Council is compiling a district wide wait list and a council representative replied they have been advertised. Further questions were raised if inspections happen on a regular basis. It was advised to place a Service Request if you see or have any concerns.

***Moved Councillor Herbert/B Robertson and Resolved:***

***“That the West Otago Community Board receives the ‘Service Delivery Update’ Report dated 28 February 2024.”***

## **5 REVENUE & EXPENDITURE REPORT**

The Management Accountant submitted a copy of the Revenue and Expenditure Statement for the activities within the West Otago Community Board’s area for the period 1 July 2023 to 31 December 2023.

- Question was raised whether there was \$500 set aside for shrubs and beautification as per November 2023 board minutes.
- Question raised regarding what the loan balances are and if they are being added to agenda. Finance team to action.

***Moved L Roulston/Councillor Kennedy and Resolved:***

***“That the West Otago Community Board receives the ‘Revenue and Expenditure’ report dated 28 February 2024.”***

## **6 COMMUNITY FUNDING AND GRANTS REPORT**

The Community Team submitted a report which covers funding schemes and general grant allocations administered by the Finance & Policy Administrator and Community & Facilities Operations Administrator.

This report has been amended in line with Council’s new committee structure that was approved at the Council meeting on 15 February 2024.

- Introduction of Cheryl-Marie and roles now

***Moved Councillor Kennedy/M Diamond and Resolved:***

***“That the West Otago Community Board receives the ‘Community Funding and Grants Report’ dated 28 February 2024.”***

## 7 BUILDING REPORT

The Regulatory Services Administrator submitted a report on building consents for January 2024.

***Moved B Robertson/Councillor Herbert and Resolved:***

***“That the West Otago Community Board receives the ‘Building Consents Statistics for January 2024’ report.”***

## 8 OUR PLACE COMMUNITY PLAN PROJECTS UPDATE

The Project Manager – Community Plan Implementation submitted a report which provides an update on progress with community projects as outlined in the Our Place West Otago Community Plan.

- Mike Goldsmith will work with Cindy on the Heriot Tennis Court proposal.
- Playground group – Bushyhill playground upgrade, support and ideas from community last Saturday had. Questionnaires made available and raffles fundraised over \$300.
- L Roulston – main street upgrade, report for next meeting to be provided.
- Councillor Kennedy – question regarding main street water fountain – is this council funded. Yes, it is part of community plan. Mike can allocate funding for this.
- B Hanna – gave an update on a report from Stacy Ferguson regarding Hancox Park internal section street side. Local contractor to fix fence. Offer the painting of the fence to someone that is on community service. Working bee needed.

***Moved L Roulston/Councillor Herbert and Resolved:***

***“That the West Otago Community Board receives the ‘Our Place Community Plan Projects Update’ report dated 28 February 2024.”***

## 9 MAYORAL UPDATE

His Worship the Mayor Bryan Cadogan gave verbal updates on the following:

- Immersed in Long Term Plan
- Rate cap tool to drive rates down, with auditor presently. 28 March expected back with public consultation commencing from this date. Legal sequence has to be followed. Community invited to soap boxes.

**LATE ITEMS****REPORTS UPDATES**

- M Diamond – West Otago Swimming Pool. New heat pumps at pool running well and being used, being advertised in local paper.
- S Richardson – front group, build track with volunteers. Not reached a stage to discuss with board.
- L Roulston – working bee in October 2023, Parkhill domain. Painted, mowed, sprayed, big event held, successful.
- Councillor Kennedy – meeting with Stacy around project Whiskey Gully reserve tomorrow.
- Councillor Herbert - Heriot domain work in progress. Moa Flat remain on boiled water notice, working through process to have it lifted. Glenkenich producing good water, going well, quantity and quality first class.
- Report Updates to be included in Agenda.
- C Crawford and B Roberson, nothing to report.

The meeting closed at 12.13pm

**Confirmed**

**Barbara Hanna  
CHAIRPERSON**

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# West Otago Community Board

## Item for INFORMATION

<b>Report</b>	Work in Progress Update
<b>Meeting Date</b>	10 April 2024
<b>Item Number</b>	3
<b>Prepared By</b>	Various Staff
<b>File Reference</b>	886732

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### REPORT SUMMARY

The report updates the Community Board on progress in relation to issues that have been raised at previous meetings.

### RECOMMENDATION

**That the West Otago Community Board receives the 'Work in Progress Update' report dated 10 April 2024.**

**WEST OTAGO COMMUNITY BOARD  
WORK IN PROGRESS UPDATE  
FOR THE MEETING 10 APRIL 2024**

Issue	Comments
<b>Projects</b> <ul style="list-style-type: none"> <li>• Triangle Plantings</li> </ul>	Included in 'Our Place Community Plan Projects Update' report.
<b>Items to stay on WIP:</b> <ul style="list-style-type: none"> <li>• Hancox Park added (10 July 2019). Month by month lease.</li>   <li>• Aitchison Runs Road Grade Adjustment</li>   <li>• Tree Removal – timber from beech tree (25 January 2023).</li> </ul>	Included in 'Our Place Community Plan Projects Update' report.  The fenced area is now being maintained by the WOCB in conjunction with the contractor.  No further updates at this stage.  Meeting with Stewarts Timber to decide if the tree is suitable for milling.
<b>Kelso Settlement Road – ongoing bridge maintenance</b>	This has been followed up with the ORC and we are waiting for their confirmation. This is being addressed as urgent given the time taken to get to this stage.

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# West Otago Community Board

## Item for INFORMATION

<b>Report</b>	Infrastructure Strategy & Operations Update
<b>Meeting Date</b>	10 April 2024
<b>Item Number</b>	4
<b>Prepared By</b>	Various Staff
<b>File Reference</b>	886735

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### REPORT SUMMARY

The report advises the West Otago Community Board of activities in respect to the Infrastructure Strategy & Operations Department.

### RECOMMENDATIONS

- 1 That the West Otago Community Board receives the Infrastructure Strategy & Operations Update report dated 10 April 2024.**

### REPORT

#### **1 Transportation & Facilities – James Allison**

##### **1.1 Roading**

The drainage crew have cleared a section of ditch on Station Rd to help alleviate flooding issues at number 36.

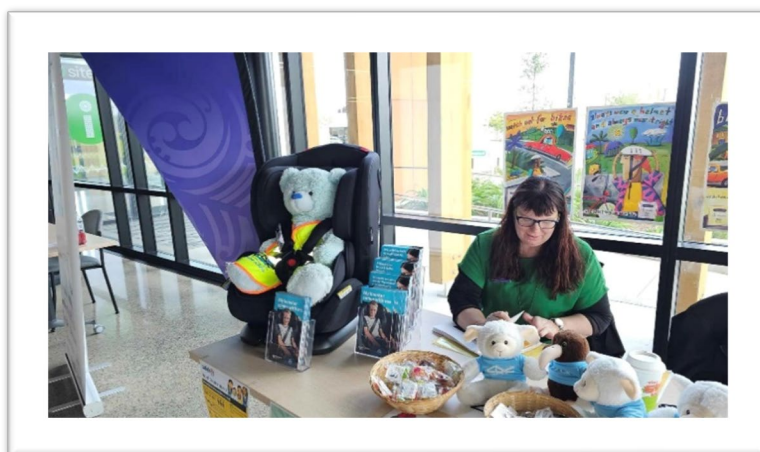
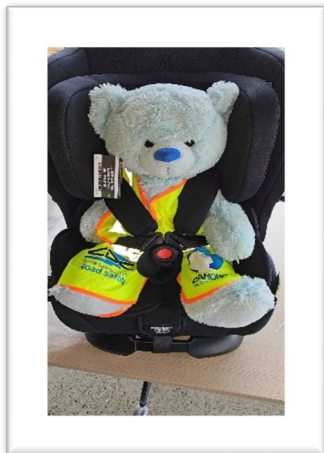
The stabilisation crew (repairs patches on roads) should have completed all the sealed road repairs in West Otago by the time of this meeting.

A slip-on Donald Rd has been repaired\stabilised to help prevent any further damage to the fence above it. The dump site at the intersection is still to be tidied up, as the contractor is waiting for the material to dry out.

##### **1.2 Road Safety – Rachel Harrison**

Drive my Life Learners course was completed on 16/17 March. We continue to have new referrals coming through. Expanding on our current GLS programme, I am hoping to work with the libraries team to offer support to those that do not qualify for DML by introducing information packs and other useful resources. These will be available in all libraries / centres throughout the district soon. Working with police to arrange a traffic

stop at Lawrence on the 28<sup>th</sup> of March. Pacifica Expo was great CDC road Safety attended with Plunket to educate on correct car restraint use for children. Talking with police at the moment as we no longer have a SCO (schools and communities officer), I will be enquiring to see how CDC Road Safety coordinator can help with this, by offering Road safety resources and education.



## 2 Greenspace – Stacy Ferguson

With autumn here growth is finally starting to slow down, our contractors are ready to go with the future mowing of Hancox Park once the working bees are completed.

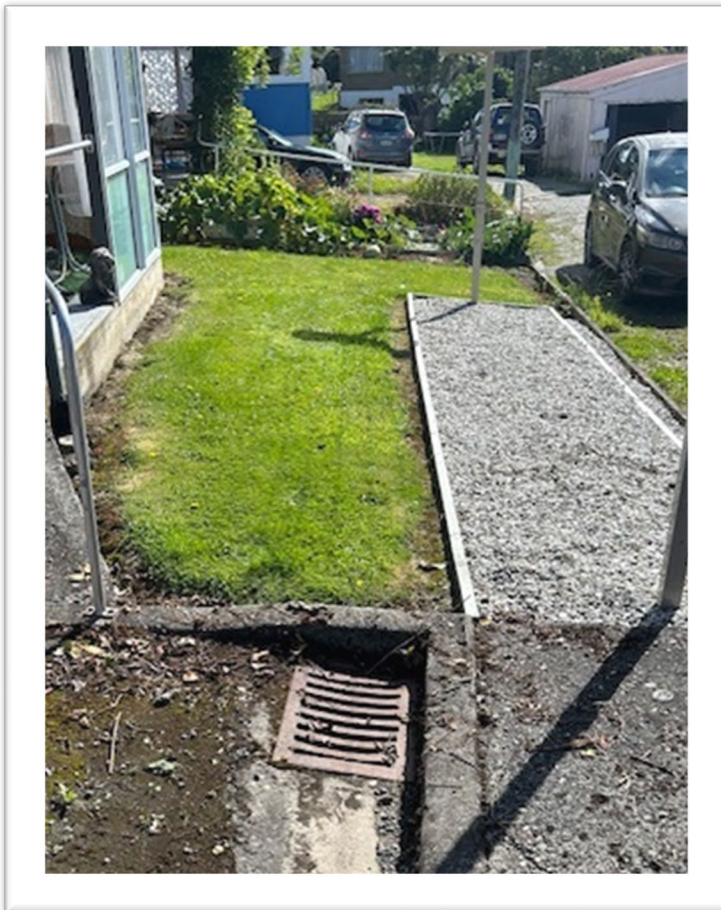
The public toilets have recently had the locks replaced and electrical repairs completed.

## 3 Community Housing – Delwyn Burrow

The Tapanui Community Housing Units are now all tenanted.

Work on the drainage issue outside unit 2 has been approved and Dusky Plumbing has scheduled this work to be completed.

We are currently working on quotes to install a footpath from the carpark to Unit 7 as there is many trip hazards with gutters, sloping lawn, garden, and clothesline edge.



#### 4 Three Waters – Linda Till

Since the last Community Board report the vast majority of the rural tanks have had at least one inspection. Inspections of tanks in the Heriot township will take place later in the year when access to some rural tanks in other locations becomes more difficult due to either adverse weather conditions or stock restrictions. The Water Team are currently compiling the data from the Moa Flat inspections and will present to the Committee for further direction on follow up action.

A number of improvements, recommended by our water engineer, have been implemented at the Moa Flat water treatment plant where UVT is now controlling the plant. Our plan included trialling some different coagulants, but we have achieved improved results without needing to head down this path. The Compliance team have recommended further sampling from the plant and reticulation, and provided compliant results can be consistently maintained, we will be looking to lift the boil water notice. The aluminium advisory was lifted in early March.

Tapanui was moved to Stage 2 restrictions in December 23 due to critically low storage levels in the reservoir. While the restrictions are reviewed regularly, we have left the Stage 2 restrictions in place as outflow monitoring from the reservoir indicate usage is still trending at relatively high levels. The reservoir level has recovered but still fluctuates between 55% and 80% indicating that consumption is still high in places. All water restrictions will be reviewed as we head into the cooler autumn months.



On 20 and 21 March ORC staff conducted compliance audits at seven wastewater treatment plants including Tapanui and Heriot. The audits were timely as it allowed them to see the extent of improvement work underway at each site. Once they have reviewed their notes, they will develop an audit report for each site which is also likely to generate further actions.

#### 4.1 Inflow and Infiltration (I&I) Inspection Outcome

Update on the I&I property inspections:

78% of properties have had their I&I remedied.

Within this period, there have been no changes in the total number of I&I notifications of completion. Council is still expecting property owners to notify on the completion of works and implemented remedial actions.

Since the current programme is almost coming to an end, council is considering carrying out a similar campaign targeting properties that have not responded to the first round of notifications.

To ensure compliance, Council will be sending out reminder/warning letters to outstanding (non-compliant) property owners.

Total No. of properties inspected	401
Total contacted council	123
Total completed	96
Remaining properties that require remedial action	27
Downpipes directly connected to sewer	8
Unknown (further investigation required)	6
Gully dishes non-compliance*	16

	12/02/24	21/03/24
Notification of completion	96	96

\* Gully dishes in non-compliant condition – they are too low and should be at least 100mm above the unpaved surface and 25mm above ground for concrete surface.

#### 5 Service Requests – more detailed report required

There have been 24 service requests lodged since the last meeting on 28 February 2024 at the time of printing this agenda.



# West Otago Community Board

## Item for INFORMATION

<b>Report</b>	Revenue & Expenditure Report
<b>Meeting Date</b>	10 April 2024
<b>Item Number</b>	5
<b>Prepared By</b>	Trey Willis-Croft – Management Accountant
<b>File Reference</b>	886738

### REPORT SUMMARY

Attached is a copy of the Revenue and Expenditure Statement for the West Otago Community Board's area for the period 1 July 2023 to 29 February 2024.

### RECOMMENDATIONS

- 1 That the West Otago Community Board receives the Revenue and Expenditure Report dated 10 April 2024.

**Clutha District Council  
West Otago Community Board**

2023/24 FINANCIAL YEAR TO DATE FROM 1 JULY 2023 - 29 February 2024

	<u>2023/24 Budget</u>	<u>YTD Actual</u>	<u>YTD Est</u>	<u>Act / Est</u>
<b><u>Revenue</u></b>				
Rates Income	82,149	61,922	54,766	7,156
Transfer From Reserves	0	0	0	
Income - NZ Motorhome Assn	0	0	0	0
Income - Hire	0	824	0	824
	<u>82,149</u>	<u>62,746</u>	<u>54,766</u>	<u>7,980</u>
<b><u>Expenditure</u></b>				
Remuneration	25,548	14,929	17,032	-2,103
Meeting Expenses	448	261	299	-38
Cafeteria Expenses	68	0	45	-45
Community Board Levy	0	0	0	0
Community Board Conference Fees	0	0	0	0
Advertising	112	174	75	99
Printing & Stationery	704	0	469	-469
Project Funds	17,425	0	11,617	-11,617
Food Bank	0	0	0	0
General Expenses	0	112	0	112
Share of Overheads	37,844	25,229	25,229	0
	<u>82,149</u>	<u>40,705</u>	<u>54,766</u>	<u>-14,061</u>
Transfer to Special Funds	0	0	0	0
<b><u>Surplus / (Deficit)</u></b>	<u>0</u>	<u>22,041</u>	<u>0</u>	<u>22,041</u>

**WOCB Project Funds**

Carry Forward from 2022/23		23,094
Project Fund 2023/24		17,425
NZ Motorhome Assn Income		<u>6,363</u>
		46,881

**Less Spent Year to Date**

	<u>0</u>	0
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**Less Funds Committed Current Year**

Tapanui & Heriot Gardens	<u>500</u>	500
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**Less Funds Committed Previous Year**

Tapanui Trees	1,200	
Heriot Gardens	<u>200</u>	
		1,400

**Available Funds 2023/24**

<u><u>44,981</u></u>
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**West Otago Commonage**

Balance 01/07/23		526
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Plus Budgeted Lease Income for year		59,900
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**Less Commonage Funding paid**

West Otago Community Centre Society Incorporated	15,000	
West Otago Swimming Pool Management Committee	7,500	
West Otago Health Trust	<u>15,000</u>	
		37,500

**Less Other Expenditure**

Valuation Expenses*	<u>3,800</u>	3,800
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Less Committed Funding	<u>0</u>	0
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**Available Funds 2023/24**

<u><u>19,126</u></u>
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## West Otago Community Board

### Item for INFORMATION

<b>Report</b>	Community Funding & Grants Report
<b>Meeting Date</b>	10 April 2024
<b>Item Number</b>	6
<b>Prepared By</b>	Sonia Farquharson – Finance & Policy Administrator Cheryl-Marie Moana – Community & Facilities Operations Administrator
<b>File Reference</b>	886739

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### REPORT SUMMARY

The report covers funding schemes and general grant allocations administered by the Finance and Policy Administrator and Community & Facilities Operations Administrator.

### RECOMMENDATION

**That the West Otago Community Board receives the Community Funding & Grants Report dated 10 April 2024.**

## REPORT

### 1 Funding Schemes

#### 1.1 Tuapeka County Bursary

13 applications were received. The decision panel met in between community board meetings on Wednesday 28 February to decide the recipients of this bursary. The panel are happy to announce the below recipients of this bursary are as follows;

- Connie Benington - \$1,500
- Mia Standish - \$1,000
- Beth Kirkpatrick - \$1,000

#### 1.2 Youth Development Fund

The Youth Council's Youth Development Fund opened on the 26 February 2024, applications to this fund closed on 25 March 2024.

With only 2 applications received and 1 having to withdraw due to not being accepted to the Blake Inspired programme, it was decided to extend the time frame of this fund to the 22 April 2024.

The intended outcome is that there will be more young people in the Clutha District reaching their full potential as members of our community.

It is hoped this resource will ensure young people are able to access opportunities that will enhance their personal development, by providing financial support for them to achieve their goals.

#### 1.3 Creative Communities Scheme

The funding round for the Creative Communities Scheme closed on the 8 March 2024. The assessment committee will meet on 28 March 2024 to decide the recipients of this scheme.

### 2 General Grant Allocation

Council provides general grants to assist organisations providing projects/activities which benefit the residents of communities within the Clutha District. General grants are limited to the following categories:

- Reimbursement of Council fees and charges.
- Reimbursement of rents for properties leased from Council.
- Reimbursement of hire charges for community centres and community halls

#### 2.1 Fees Reimbursement Scheme

No reimbursements since the last meeting.

## 2.2 Property Rent Reimbursement

No reimbursements since the last meeting.

## 2.3 Rates Rebate Scheme

Listed below are details of applications received for the rates rebate scheme for the period 1 July 2023 to 8 March 2024.

<b>Rate Rebates</b>	<b>This Year</b>	<b>Last Year</b>
Applications Received	534	527
Total amount of Rebates paid	\$360,929.73	\$335,161.84
Average amount of Rebate	\$675.90	\$624.14

# West Otago Community Board

## Item for INFORMATION

<b>Report</b>	Building Consents Statistics for February 2024
<b>Meeting Date</b>	10 April 2024
<b>Item Number</b>	7
<b>Prepared By</b>	Wendy Copeland – Regulatory Services Administrator
<b>File Reference</b>	886741

### REPORT SUMMARY

Building Statistics for February 2024.

### RECOMMENDATIONS

- 1 That the West Otago Community Board receives the report titled 'Building Consents Statistics for February 2024.'

### REPORT

February has seen a slow start to the year with 15 consents being issued across the district with the West Otago Ward having 3 building consents approved for this timeframe. Two of these are for new houses.

<b>Balclutha Ward</b>		
<b>Type</b>	<b>Number</b>	<b>Value</b>
Accessory Buildings	0	0
Additions & Alterations	2	53,800
Commercial/Industrial	0	0
Farm Buildings	0	0
Heating Units	2	12,565
New Dwellings	0	0
Other	0	0
Plumbing & Drainage	1	3,000
Resited Buildings	0	0
<b>Total</b>	<b>5</b>	<b>69,365</b>



<b>Bruce Ward</b>		
<i>Type</i>	<i>Number</i>	<i>Value</i>
Accessory Buildings	0	0
Additions & Alterations	1	9,000
Commercial/Industrial	0	0
Farm Buildings	0	0
Heating Units	1	6,000
New Dwellings	2	1,514,000
Other	0	0
Plumbing & Drainage	1	5,000
Resited Buildings	1	80,000
<b>Total</b>	<b>6</b>	<b>1,614,000</b>

<b>Catlins Ward</b>		
<i>Type</i>	<i>Number</i>	<i>Value</i>
Accessory Buildings	0	0
Additions & Alterations	0	0
Commercial/Industrial	0	0
Farm Buildings	0	0
Heating Units	0	0
New Dwellings	0	0
Other	0	0
Plumbing & Drainage	1	65,000
Resited Buildings	0	0
<b>Total</b>	<b>1</b>	<b>65,000</b>

<b>Clinton Ward</b>		
<i>Type</i>	<i>Number</i>	<i>Value</i>
Accessory Buildings	0	0
Additions & Alterations	0	0
Commercial/Industrial	0	0
Farm Buildings	0	0
Heating Units	0	0
New Dwellings	0	0
Other	0	0
Plumbing & Drainage	0	0
Resited Buildings	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

<b>Clutha Valley Ward</b>		
<i>Type</i>	<i>Number</i>	<i>Value</i>
Accessory Buildings	0	0
Additions & Alterations	0	0
Commercial/Industrial	0	0
Farm Buildings	0	0
Heating Units	0	0
New Dwellings	0	0
Other	0	0
Plumbing & Drainage	0	0
Resited Buildings	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

<b>Kai/Matau Ward</b>		
<i>Type</i>	<i>Number</i>	<i>Value</i>
Accessory Buildings	0	0
Additions & Alterations	0	0
Commercial/Industrial	0	0
Farm Buildings	0	0
Heating Units	0	0
New Dwellings	0	0
Other	0	0
Plumbing & Drainage	0	0
Resited Buildings	0	0
	<b>0</b>	<b>0</b>

<b>Lawrence/Tuapeka Ward</b>		
<i>Type</i>	<i>Number</i>	<i>Value</i>
Accessory Buildings	0	0
Additions & Alterations	0	0
Commercial/Industrial	0	0
Farm Buildings	0	0
Heating Units	0	0
New Dwellings	0	0
Other	0	0
Plumbing & Drainage	0	0
Resited Buildings	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

<b>West Otago Ward</b>		
<b>Type</b>	<b>Number</b>	<b>Value</b>
Accessory Buildings	0	0
Additions & Alterations	0	0
Commercial/Industrial	1	80,000
Farm Buildings	0	0
Heating Units	0	0
New Dwellings	2	621,300
Other	0	0
Plumbing & Drainage	0	0
Resited Buildings	0	0
<b>Total</b>	<b>3</b>	<b>701,300</b>

### Comparison with February 2023

	<b>February 2023</b>		<b>February 2024</b>	
	No.	Value	No.	Value
Accessory Buildings	1	8,000	0	0
Additions & Alterations	3	95,000	3	62,800
Commercial/Industrial	4	1,225,980	1	80,000
Farm Buildings	2	110,000	0	0
Heating Units	2	10,000	3	18,565
New Dwellings	5	2,335,000	4	2,135,300
Other	0	0	0	0
Plumbing & Drainage	3	24,500	3	73,000
Resited Buildings	2	72,500	1	80,000
<b>Total</b>	<b>22</b>	<b>3,880,980</b>	<b>15</b>	<b>2,449,665</b>

### Comparison Year to Date with 2022 - 23

	<b>July 2022 – February 2023</b>		<b>July 2023 – February 2024</b>	
	No.	Value	No.	Value
Accessory Buildings	24	2,199,800	11	656,331
Additions & Alterations	32	4,018,590	35	2,745,300
Commercial/Industrial	20	14,976,778	11	1,818,000
Farm Buildings	15	4,050,360	7	1,932,256
Heating Units	52	664,438	63	429,619
New Dwellings	41	37,940,050	29	16,597,293
Other	7	1,654,000	5	985,000
Plumbing & Drainage	20	307,500	20	296,890
Resited Buildings	4	1,562,500	3	120,000
<b>Total</b>	<b>215</b>	<b>67,374,016</b>	<b>184</b>	<b>25,580,689</b>

Land Information Memoranda processed for February 2024 was 21 bringing the total for the year to 147.

Land Information Memoranda processed 1/7/22 to 30/6/23 totalled 214.

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# West Otago Community Board

## Item for INFORMATION / DECISION

<b>Report</b>	Our Place Community Plan Projects Update
<b>Meeting Date</b>	10 April 2024
<b>Item Number</b>	8
<b>Prepared By</b>	Mike Goldsmith – Community Plan Implementation
<b>File Reference</b>	886742

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### REPORT SUMMARY

This report provides an update on progress with Community Projects as outlined in the Our Place West Otago Community Plan.

### RECOMMENDATION

- 1. That the West Otago Community Board receives the ‘Our Place Community Plan Projects Update’ report dated 10 April 2024.**
- 2. That the West Otago Community Board approve \$16,331 of Community Plan funding to be used for Stage 1 of the Bushyhill St Playground upgrade project.**
- 3. That the West Otago Community Board direct staff to continue working with the community group to ensure the Bushyhill St Playground upgrade is completed in a professional and timely manner.**
- 4. That the West Otago Community Board approve \$12,765 of Community Plan funding to be used for improvements to the Heriot Tennis Courts.**
- 5. That the West Otago Community Board direct staff to continue working with the Heriot community to ensure that improvements to the Heriot Tennis Courts are completed in a professional and timely manner.**

### REPORT

#### 1 Overview

This report brings together information relating to the projects identified through the Our Place Community Plan process, for the purpose of providing an update to the West Otago Community Board.

Key information relating to the six project areas within the *Our Place West Otago Community Plan* is summarised in Attachment 1. This information is intended to provide an overview - to show where projects are progressing, where progress has been limited, and to inform strategic direction from the West Otago Community Board. Attachment 1 will be updated as projects progress, using feedback from council staff, community groups and the Board.

Decisions to approve funding to allow two community-led projects to proceed are also requested.

## 2 Bushyhill St Playground

Staff have been working with a community group<sup>1</sup> wishing to upgrade the Bushyhill St Playground. The group recently confirmed its plans for the playground, informed in part by a community open day on 24<sup>th</sup> February. The group wishes to complete the project in three stages, to allow some items to be established while fundraising continues for subsequent stages. The stages are:

1. Playground equipment,
2. Bike track,
3. Basketball court.

Through the 2022/23 Annual Plan, Council approved \$40,000 from the investment fund surplus, as a 50% share of new play equipment at the Bushyhill St Playground. This funding was confirmed as part of the development of the *Our Place West Otago Community Plan*.

The funding contribution from Council and the community for Stage 1 is summarised in Figure 1 and Table 1 below. The total estimated value of Stage 1 is \$33,631, with a Council contribution of \$16,331 (i.e., 41% of the \$40,000 funding approved by towards this Community Plan project).

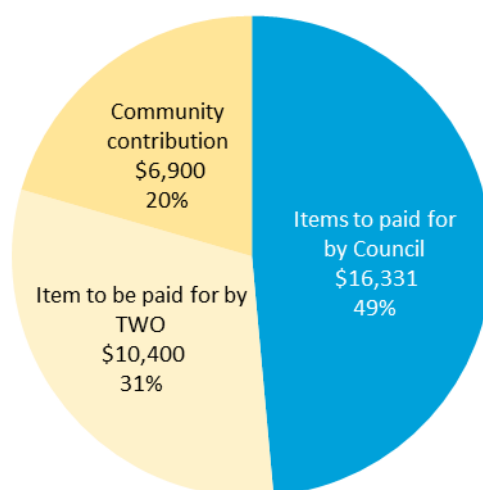


Figure 1 Council/community funding contribution for Bushyhill St Playground - stage 1

Table 1 Breakdown of Council/community contribution to Bushyhill St Playground Stage 1

Stage 1 - playground equipment				
Item	Number	Rate	Total (excl. GST)	Payment method
Swing set - 3 bay (accessible)	1	16,331	16,331	Invoice to Council
Swing set - 6 bay	1	10,400	10,400	Invoice to TWO
Install playground equipment	50	50	2,500	Contribution in kind
Materials	1	2,000	2,000	Contribution in kind
Planning, fundraising	60	40	2,400	Contribution in kind
<b>Total project cost</b>			<b>\$ 33,631</b>	

It is recommended that the Community Board approve \$16,331 of Community Plan funding to be used for Stage 1 of this project, and direct staff to continue working with the community group to ensure this upgrade is completed in a professional and timely manner.

<sup>1</sup> The group is working under the umbrella of Tapanui West Otago Promotions Incorporated (TWO)

### 3 Heriot Tennis Courts

As noted in the public forum of the 28 February meeting, the Heriot community have proposed an upgrade and redevelopment of the tennis courts which are located on the Heriot Domain. The proposed changes are shown in Figure 2, and include:

1. Reducing the number of tennis courts to two.
2. Repainting the lines on the courts.
3. Erecting new poles, wire and nets across the two courts.
4. Installing an adjustable basketball hoop and backboard (including pole).
5. Erecting a concrete wall for tennis players to hit balls against. This could be used for other uses e.g., painted wickets would allow people to play cricket.
6. Installing two bench seats as there is currently no seating.
7. Retaining one of the netball hoops at the end of the tennis courts.

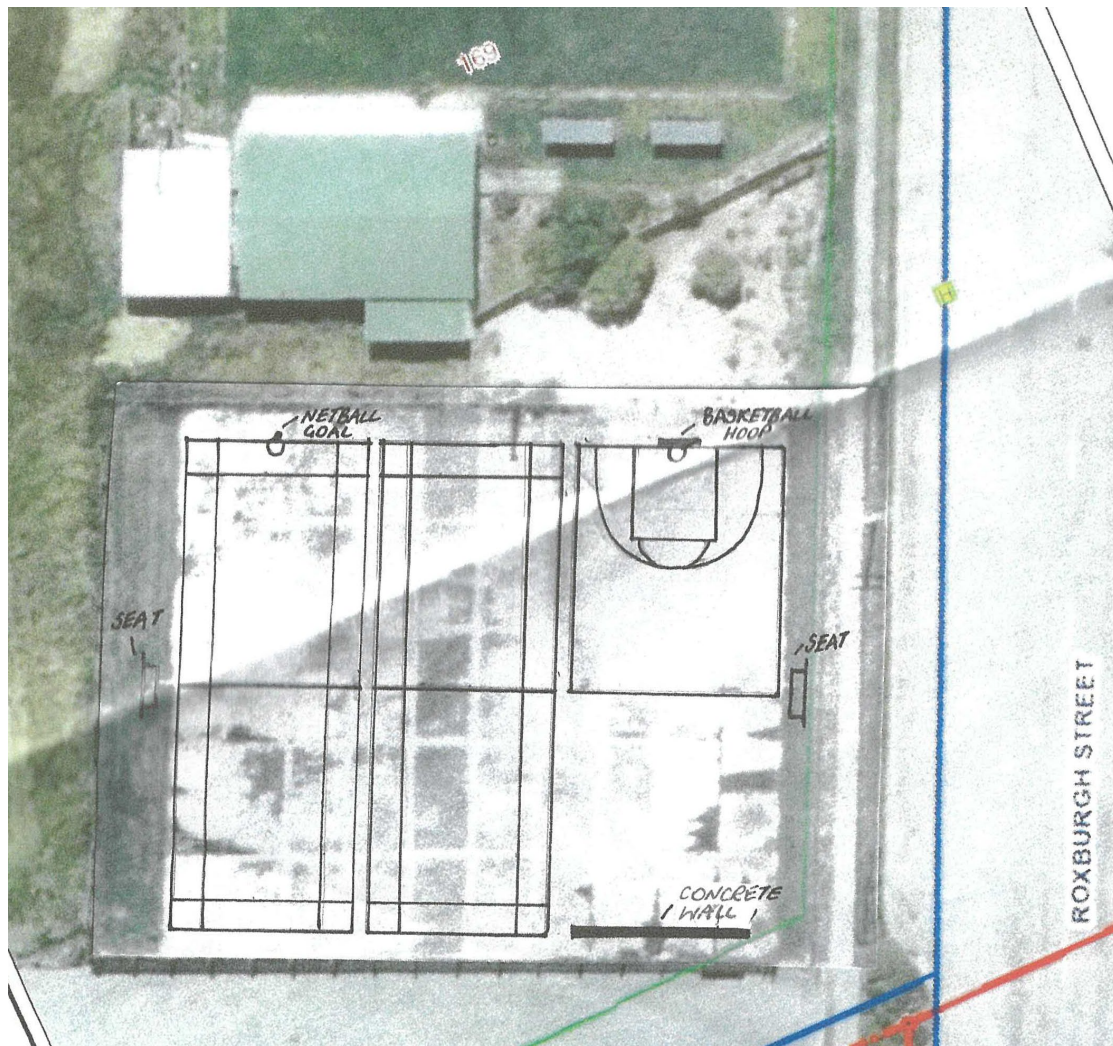


Figure 2 Proposed improvements to Heriot Tennis Courts

Improvements to the tennis courts are not specifically provided for in the West Otago Reserve Management Plan 2024-34 (the RMP). However, the RMP provides a decision-making process for such proposals, as shown below.

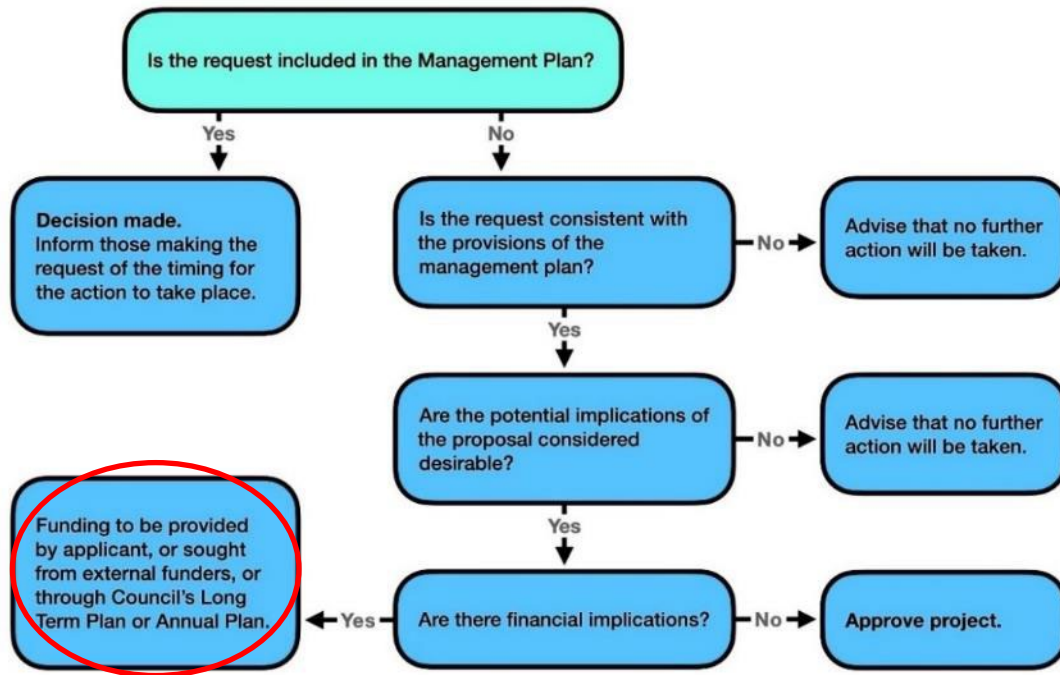


Figure 3 Decision-making process for proposals to develop council-administered reserves

Following the process shown in Figure 3:

1. The request is consistent with the provisions of the West Otago RMP,
2. The implications of the proposal are desirable (as it would provide an upgraded/ new recreational facility), and
3. There are financial implications.

The endpoint of this process is circled in red, which is that funding should be sought by the applicant, either from external funders or from Council. This is discussed below.

Through the 2022/23 Annual Plan, Council approved \$50,000 from the investment fund surplus, as a 50% share for new recreational facilities in West Otago. This funding was confirmed as part of the development of the *Our Place West Otago Community Plan*.

The community has proposed a model for funding these improvements, as shown in the Figure and Table below. The total estimated value of this project is \$24,058, with a Council contribution of \$12,765 (i.e. about 25% of the \$50,000 funding approved by towards this Community Plan project). It is noted that the community contribution is 'in-kind' with major items including a \$4,000 discount from the contractor who would construct the concrete wall, and the donated tennis nets and poles which have a value of \$3,000.

It is recommended that the Community Board approve \$12,765 of the Community Plan funding to be used for this project, and direct staff to continue working with community leaders to ensure this project is completed in a professional and timely manner.

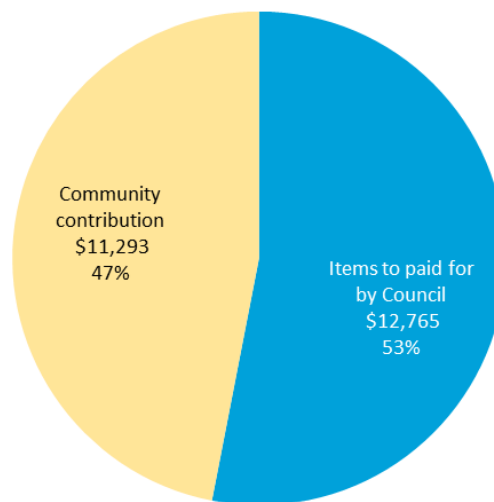


Figure 4 Council/community funding contribution for Heriot Tennis Courts

Table 2 Breakdown of Council/community contribution to Heriot Tennis Courts

Item	Number	Rate	Total (excl. GST)	Payment method
Basketball hoop	1	4,099	4,099	Invoice to Council
Seats	2	487	974	Invoice to Council
Tennis sleeves for poles	1	469	469	Invoice to Council
Paint to mark courts	1	153	153	Invoice to Council
Concrete wall - discounted price	1	6,970	6,970	Invoice to Council
Concrete - bags	4	25	100	Invoice to Council
Basketball hoop - shipping	1	399	399	Contribution in kind
Install basketball hoop - labour	12	80	960	Contribution in kind
Install seating - labour	4	40	160	Contribution in kind
Tennis nets and poles - donated	1	3,000	3,000	Contribution in kind
Install tennis nets and poles - labour	8	80	640	Contribution in kind
Paint - primer	1	134	134	Contribution in kind
Paint courts -labour	8	50	400	Contribution in kind
Donation towards concrete wall	1	4,000	4,000	Contribution in kind
Planning and project management	40	40	1,600	Contribution in kind
<b>Total project cost</b>			<b>\$ 24,058</b>	





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# West Otago Community Board

## Item for INFORMATION

<b>Report</b>	Mayoral Update
<b>Meeting Date</b>	10 April 2024
<b>Item Number</b>	9
<b>Prepared By</b>	Julie Gardner – EA/Governance Advisor
<b>File Reference</b>	886743

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### REPORT SUMMARY

The report is a placeholder for a verbal update from His Worship the Mayor Bryan Cadogan.

# WEST OTAGO COMMUNITY BOARD

## AGENDA

### 10 April 2024

#### APOLOGIES

There were no apologies at the time of printing this agenda.

Item	Page #	Title
1	3	<p><b>Tapanui Commonage Income</b>  <i>(For the Board's Decision)</i></p> <p>The report advises of the Tapanui Commonage Income and asks the Board to confirm the allocation of the income for the 2024/25, 2025/26 and 2026/27 years and residual funds.</p>
2	5	<p><b>West Otago Community Board Minutes</b>  <i>(For the Board's Confirmation)</i></p> <p>Minutes of the meeting of the West Otago Community Board held on 28 February 2024.</p>
3	12	<p><b>Work in Progress Update</b>  <i>(For the Board's Information)</i></p> <p>The report updates the Community Board on progress in relation to issues that have been raised at previous meetings.</p>
4	14	<p><b>Infrastructure Strategy &amp; Operations Update</b>  <i>(For the Board's Information)</i></p> <p>The report updates the West Otago Community Board on activities in relation to the Infrastructure Strategy &amp; Operations Department.</p>
5	20	<p><b>Revenue &amp; Expenditure Report</b>  <i>(For the Board's Information)</i></p> <p>The report provides a copy of the Revenue and Expenditure Statement for the period from 1 July 2023 to 29 February 2024.</p>
6	22	<p><b>Community Funding &amp; Grants Report</b>  <i>(For the Board's Information)</i></p> <p>The report covers funding schemes and general grant allocations.</p>
7	25	<p><b>Building Consents for February 2024</b>  <i>(For the Board's Information)</i></p> <p>The report updates the West Otago Community Board on Building Consent activity for February 2024.</p>
8	29	<p><b>Our Place Community Plan Projects</b>  <i>(For the Board's Information)</i></p>

		Report provides an update on progress with projects as outlined in the Our Place West Otago Community Plan.
<b>9</b>	<b>35</b>	<b>Mayoral Update</b> <i>(For the Board's Information)</i>