

October to December 2013

# QUARTERLY ACTIVITIES REPORT

Central Otago District Council



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# Our Activities

'Our Activities' provides a detailed overview of our activities from the last quarter and looks ahead to planned work for the next three months.

The groups of activities incorporate the core services that we deliver and we give particular consideration to how these core services contribute to the community in our decision-making process.

While some of the activities relate to legislation such as the Building Act 2004 and the Resource

Management Act 1991, they contribute to the community's social, cultural, environmental and economic well-being and therefore also contribute to the community outcomes in some way, either directly or indirectly.

Corporate support provides the internal processes and support required for the organisation to carry out its activities.

WATER	Water Demand Management		
WASTEWATER			
STORMWATER			
TRANSPORTATION			
OTHER INFRASTRUCTURE	Waste Minimisation	Elderly Persons' Housing District/Commercial Property Public Toilets Airports	
COMMUNITY SERVICES	Parks & Recreation Cemeteries	Community Facilities Libraries Swimming Pools	District Development Business Development Tourism Community Planning Visitor Information Centres Central Otago Brand Promotions & Grants
PLANNING & ENVIRONMENT	Resource Management Building Control Liquor Licensing Dog Control & Registration Environmental Health Rural Fire Civil Defence		
GOVERNANCE & CORPORATE SERVICES	Elected Members' Support	Administration Buildings Personnel Communications Customer Service & Administration Financial Planning & Reporting Information Systems	

# WATER



# Water Services Overview

## OVERVIEW

The Water Services activity provides water, wastewater and stormwater services to the urban areas of Central Otago.

The Water Service Team's goal is to operate and maintain the water systems and to provide a water and wastewater service that meet the standards required by central and regional government public health and environmental quality standards at the lowest possible cost.

The water supply service is a primary contributor to all three of our community outcomes.



Our goal is to provide certainty in the quality and availability of residential water supplies, as well as education on water conservation.

## Operational Activity this Quarter

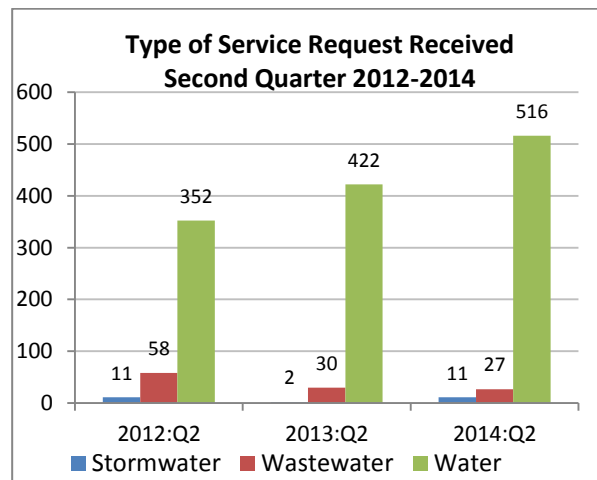
### Capital Works

Only a minor amount of capital works were completed in this period. This is mainly due to the delayed start date of the Water Services Maintenance Contract on 1 October 2013.

### Water Service Requests

Analysis of service requests over the quarter show that requests are generally running at normal levels. The exception is water requests, which have shown an increase in total numbers. This can be explained by an increase in the number of meter reads requested due either to house sale final reads or query of a bill.

The numbers displayed in the following graph are the total numbers of service requests recorded and include staff requests and external customer requests.



### Plan Change 6A

Council's Chief Executive and Development Engineer attended post-mediation discussions with the Regional Council and representatives of Dunedin City and Clutha District councils. All outstanding matters for the Council have been satisfactorily resolved and the appeal to the Environment Court has been withdrawn.

### Water Services Maintenance Contract

Fulton Hogan commenced operation of the Water Services Maintenance Contract on 1 October 2013. The transition has gone well and improvements have steadily been implemented as the opportunities present themselves.

### School visit to wastewater plant

Water Service staff were tour guides for a class group from The Terrace Primary School who visited the Alexandra Wastewater Treatment Plant as part of their school studies on the water cycle. The pupils asked lots of great questions as they had their tour of the plant and seemed fascinated by the by-product of the wastewater treatment process – sludge – and its potential uses.



### Omakau Water Supply – River Diversion

The heavy rainfall in late October early November caused the Manuherikia River to change course and a large gravel beach grew over the water intake gallery for the Omakau Water Treatment Plant. This caused a significant problem in operation as air was being drawn into the intake and caused the pumps to airlock.

The solution was to change the course of the river to once again flow over the intake gallery. This work is allowed for in the ORC consent and was carried out in two stages during November.

#### Before – River Diversion



#### After – River Diversion



## Work Planned for the Next Quarter

Tenders close for the following reticulation renewals on 28 January 2014. Physical works are planned to commence March 2014.

#### Alexandra:

- Shannon Street (Centennial Avenue to Ventry Street)
- Killarney Street (Brandon Street to Simmonds Street)

#### Clyde:

- Blyth St (Whitby Street to Fraser Street)

#### Reticulation Renewals (other)

As part of the maintenance contract Fulton Hogan manages, there are a small number of reticulation renewals that are included in the works required to be done. These works are deemed to be either operationally difficult, have a significant risk profile or be too remote from the main selection of work in a general tender programme to be cost efficient.

The current renewal works are due to start in the next quarter and these sites include:

#### Naseby:

- Lua Street water main

#### Alexandra

- Aronui Road sewer main

#### Three Waters Strategy

The next workshop for the Three Waters Strategy development is scheduled for 12 February. The focus of this workshop will be to develop key priorities for the Three Waters activities going into the next Long Term Plan period.

# Projects & Operations

## WASTEWATER CAPITAL WORKS PROGRAMME 2013-2014

Project	Budgets 2013-2014	Comment
District Wide Minor Renewals - Non Pipe Renewals & Condition Assessment.		Delay in start due to commencement date of maintenance contract on 1 Oct 2013. Anticipate completing projects on time
Alexandra Sludge Processing Upgrade		Need to confirm long term disposal options for sludge, no progress this quarter. Unlikely to spend full budget
Ranurly Resource Consent Renewal of Discharge Permit		Investigation and Reporting on available options.
District Wide Reticulation Renewals Programme		Tenders close for district wide renewals 28/1/2014. Physical works should commence in March 2014.
Cromwell Resource Consent Renewal of Discharge Permit		Hearing held late December 2013. Anticipate securing consent in the 3rd quarter of 2014.
Alexandra Resource Consent Renewal-Construction of Ultraviolet Treatment Plant by 1 August 2014		Tender for UV equipment supply to be let February 2014. Project completion 1 February 2015. Budget appears sufficient at this early stage.
<b>Overall Wastewater Projects Expenditure at 7% spent for 50% time of year</b>		Progress continues to fall behind expenditure for time of year. There are budgets that will not be fully spent.

## WATER SUPPLY CAPITAL WORKS PROGRAMME 2013-2014

Project	Budgets 2013-2014	Comment
District Wide Minor Renewals - Tobies, Non Pipe Renewals, Valves & Hydrants		Council maintenance contractor has commenced a number of minor capex projects.
Condition Assessment, Demand Management, Prepare 5 PHRMP's		Work underway on PHRMP preparation, demand management. Condition assessment underway.
Alexandra Water Treatment Investigations - Finalise investigation and public consultation		Full budget is not going to be required to complete consultation phase. Consultation stage commences early 2014
District Wide Reticulation Renewals Programme		Scoping and Design phase complete, physical works delay in start due to commencement of maintenance contract 1 Oct 2013
Irrigation Projects, Molyneux Park and Clyde Rec Reserve		Contract at practical completion stage. Minor reinstatement and commissioning to come early 2014
<b>Overall Water Supply Projects Expenditure at 24% spent for 50% time of year</b>		Capex delivery continues to be behind schedule due to resourcing issues. Anticipate full budgets will not be spent.



# Water

## OUR SPACE

We manage 10 public water supply schemes, servicing approximately 14,400 residents. We aim to supply the community with treated water at a suitable pressure and quantity. Each scheme is different but operates under the same basic process. Water is drawn from a lake, river or bore before being treated to a required standard. Treated water is then pumped to elevated storage reservoirs for distribution. The reservoirs ensure sufficient quantities are available for consumption and firefighting while the elevation produces the required pressure.

In providing this we collectively utilise 57 pumps, 357km of pipes and 73 tanks or reservoirs.

The water supply service is a primary contributor to all three of our community outcomes.



Our goal is to provide certainty in the quality and availability of residential water supplies, as well as education on water conservation.

## Our Measures

How we Measure Success	Our Aim	Comments
Water consumption per property per annum	Water consumption is stable at 450m <sup>3</sup> per annum per connection	Consumption is at 131m <sup>3</sup> per connection for this quarter with a comparison of 158m <sup>3</sup> for the same period last year.  The total for this year is 203m <sup>3</sup> with a comparison of 224m <sup>3</sup> for the same period last year.
Proportion of our budgeted works programme completed annually	90% of annual plan budgeted works completed within the financial year	Annual expenditure is at 24% spent after the second quarter of the year.  Water quality machinery and plant upgrades are behind schedule or have been deferred due to funding uncertainty.  Irrigation installation work in Alexandra and Clyde is practically completed; final tidy up and commissioning early 2014.
Number of requests for service received from customers	Number of service requests trending down from 900	232 service requests in this quarter with a comparison of 165 for the same period last year.  The total for this year is 364 with a comparison of 354 for the same period last year.
Time without water per customer per annum (planned and unplanned)	Maximum shut down = 6 hours 99.7% sys availability No more than 5 shutdowns per property	None to report, on target. 99.99% in this quarter. None in this quarter.

Flow and pressure at connection	Number of low pressure or flow complaints trending down  Number per year where flow is less than 25 litres/min  Number per year outside the pressure range of 300Kpa – 900Kpa	1 report, found to be internal plumbing issue.  As above.  None.
Compliance with the microbiological criteria of the NZ Drinking Water Standards	Zero failed E-coli tests	Achieved.

## Cromwell

### Bannockburn Water Pressure Investigation

A small number of residents have been experiencing plumbing failures in the Bannockburn water network. The investigations have confirmed the occurrence of pressure fluctuations in the Bannockburn system at peak times. A number of options have been identified for pricing and inclusion into the Long Term Plan process.

### McNulty Road/Cattle Yards Modelling

The McNulty Corner area of Cromwell has limited capacity to service growth. With significant development now occurring Council has engaged consultants to model the upgrading needs of the water and wastewater networks. The modelling is expected to indicate the need for significant capital upgrading. The impacts and funding needs for upgrades will be reported to the Three Waters Committee early in 2014.

## Vincent

### Omakau Boil Water Notice

One boil water notice (BWN) for Omakau was issued in October. The auto inhibit system is working well at Omakau, however the duration of the event led to a BWN.

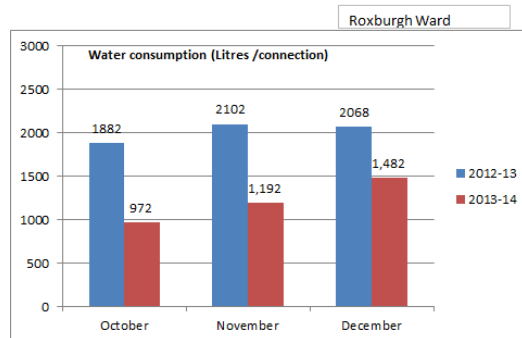
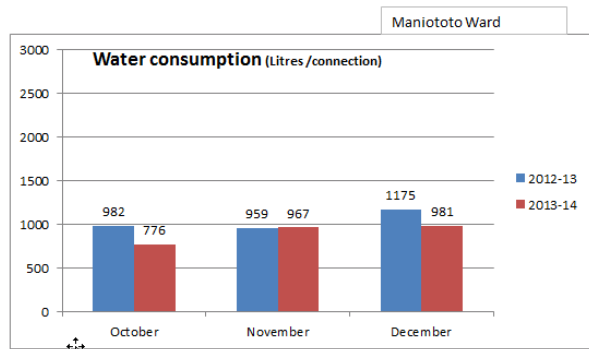
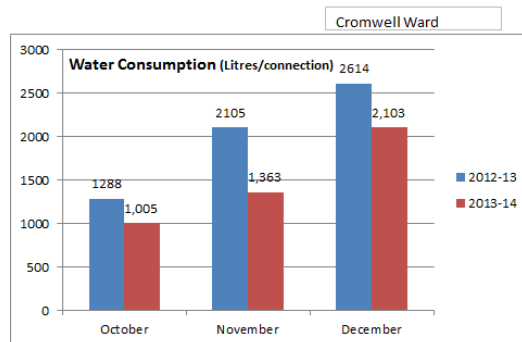
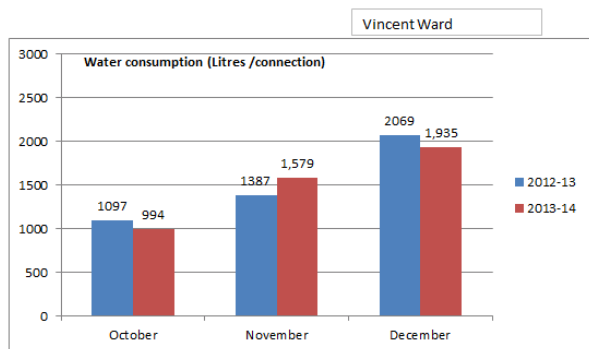
Start	Finish	Duration
15/10/13	25/10/13	10 days

### Alexandra Water Source

The Council has considered the options available for improving the quality of Alexandra's water supply and has resolved to go to public consultation on supplies from the Clutha River and Lake Dunstan. The public information and consultation process will proceed early in 2014 in to allow consideration for inclusion in the 2015 LTP.

A large amount of staff time has been invested in this project during this report period, given the significance of the project to both the immediate and wider community.

## Water Consumption figures October to December 2013



## Rainfall

### November

The first 20 days of November were very dry throughout the district. From 20 November some rain began to fall on some days but not enough to be of any benefit. Total falls at the indicator sites (average monthly totals in brackets, percentage from average) included:

Lindis Crossing	16mm	(43.9mm)	64%
Cromwell	8.5mm	(31.6mm)	73%
Alexandra	10.2mm	(29.6mm)	66%
Hills Creek	22mm	(46mm)	52%
Merino Ridges	11mm	(34mm)	68%
Tima	34.5mm	(54.2mm)	36%

The only heavier falls of note during November in this area included on 24 November, Tima 14mm and on 29 November, Lindis Crossing 10mm.

*Data supplied by Raineffects Limited*

### December

Rainfall totals were close to average in most of the district with the exceptions being at Lindis Crossing, which was well below average, and Ranfurly, which was well above average probably due to a thunderstorm on 21 December when 42.8mm was recorded. Total falls at the indicator sites (average monthly totals in brackets, percentage from average) included:

Lindis Crossing	24.5mm	(53.9mm)	55%
Cromwell	38.8mm	(47.9mm)	18%
Alexandra	32.4mm	(36.6mm)	10%
Hills Creek	55.5mm	(61mm)	9%
Merino Ridges	45.5mm	(57mm)	20%
Ranfurly	134.8mm	(58.1mm)	132%
Tima	66.5mm	(74mm)	10%

Significant falls during the month included: on 15/16 December, Ranfurly 34mm; on 20/21 December, Lindis Crossing 16.5mm, Cromwell 16mm, Alexandra 16.4mm, Hills Creek 24.5mm, Merino Ridges 17mm, Ranfurly 46.8mm, Tima 28mm; and on 25 December, Ranfurly 13.6mm.

Therefore despite perceptions that December was a wet month, generally rainfall in the district was well below average.

# WASTE water



# Wastewater

## OUR SPACE

We manage eight public wastewater schemes (Alexandra, Bannockburn, Cromwell, Lake Roxburgh Village, Naseby, Omakau, Ranfurly and Roxburgh), servicing approximately 12,500 residents. Each scheme pumps, reticulates and treats the wastewater generated by your household as well as from businesses and industrial processes. Wastewater is treated to a statutory standard and then discharged into a nearby water body or onto land.

In providing your wastewater service we utilise 216km of pipe, almost 2000 manholes and 81 pumps. Privately owned septic tanks are used in townships without reticulated schemes.

The wastewater service is a primary contributor to two of our community outcomes.



We strive to provide reliable, secure wastewater disposal systems where needed in the district, seeking continual improvement in our wastewater discharge standards.

## Our Measures

How we Measure Success	Our Aim	Comments
Proportion of our budgeted works programme completed annually	90% of budgeted works completed within the financial year	Annual expenditure is at 7% spent in the second quarter.  Council received a 25-year resource consent for the Alexandra Wastewater Discharge. The new consent requires an ultraviolet treatment upgrade by 1 February 2015. Tender documentation is being prepared.
Number of requests for service received from customers	Number of service requests trending down from 100	16 service requests in the second quarter with a comparison of 13 for the same period last year.  The total for this year is 45 with a comparison of 36 for the same period last year.
Property hours affected by system blockages	Less than 0.5% experience sewer outages per year	0.11% in this quarter.
Sewage is managed without risk to public health	Frequency of blockages affecting a single property, no more than twice a year	None in this quarter
Compliance with resource consents in relation to wastewater discharges to water ways	100% compliance	Achieved.

# Major Projects

## Alexandra Wastewater Resource Consent Renewal

Alexandra Wastewater Ultraviolet Treatment Plant Project – Tender documentation for the supply of specialist Ultraviolet treatment equipment is in preparation. It is anticipated to be listed on the Local Government Tenders website early 2014.

Council has received an extension of time of seven months to allow the completion of the UV Treatment Plant from the Otago Regional Council. The new plant will need to be operational prior to 1 February 2015.

## Cromwell Wastewater Resource Consent Renewal

Cromwell Wastewater Discharge Permit Renewal – The resource consent hearing was held at the Golden Gate Lodge Cromwell on Monday 16 December. The Council team presented evidence on behalf of the application.

The Otago Regional Council issued the consent on January 22 which was subject to a 15 working day appeal period.

A large amount of staff time has been invested in this project during this report period, given the significance of the project to both the immediate and wider community.

## Ranfurlly Wastewater Consent

The wastewater and solids consents are for a three-year term expiring 25 June 2015. Both require Council to investigate alternative options for treatment and management of the discharges. The solids discharge reporting date to the Otago Regional Council is 14 March 2014. The investigation will be reported to the Three Waters Infrastructure Committee at its February meeting.

The wastewater discharge reporting date is 5 June 2014. That will be subject to a later report to the committee.

## Wastewater Reticulation Renewals

Council's Three Waters maintenance provider Fulton Hogan Central has completed the following reticulation renewals in Alexandra.

Alexandra:

- Ventry Street (Matau Street to Brandon Street remedial work approx. 50% completed)
- Aronui Road (in road between No's 29-33 due to start February 2014)

# STORM water



# Stormwater

## OUR SPACE

The stormwater activity provides for the safe removal of excess rainfall that does not naturally permeate into the ground. We manage stormwater for 10 townships.

Stormwater is conveyed directly to waterways using piped infrastructure, natural water courses and open channels. We have a responsibility to ensure communities are not adversely impacted by localised flooding. This includes liaising closely with the roading activity on ponding issues. Flood risks from large catchments, like the Clutha and Taieri rivers for instance, are managed by the Otago Regional Council (ORC).

In managing stormwater run-off we utilise over 91km of pipes channels and open drains with more than 800 manholes.

The stormwater activity is a secondary contributor to two of our community outcomes.



Our goal is to provide better planning solutions and improved stormwater maintenance, as well as education on stormwater reuse.

## Our Measures

How we Measure Success	Our Aim	Comments
Proportion of our budgeted works programme completed annually	90% of budgeted works completed within the financial year	Annual expenditure is at 5% spent in the first two quarters.
Number of requests for service received from customers	Number of service requests trending down from 10	1 service request in this quarter.
Compliance with resource consents	100% compliance	Achieved.

## Work Planned for the Next Quarter

Tenders close for the following reticulation extension on 28 January 2014. Physical work is planned to commence April 2014.

Maniototo:

- Northland Street stormwater extension comprising of 175m of 375mm diameter pipework. The work also includes installation of two new manholes.



# TRANSPORTATION



# Transportation

## OUR SPACE

The transportation activity is a primary contributor to all three of our community outcomes. It enables the movement of goods, people and services across our district.



We utilise a significant number of transportation assets to deliver our community outcomes. The largest of this is more than 1850km of roads spreading throughout the district. Most of these, approximately 1360km, are unsealed roads or tracks. We utilise 176 bridges, just under 5000 culverts and close to 12,000 hectares of road reserves.

## PERFORMANCE MONITORING

Council's goal is to ensure an efficient, fully accessible, safe roading network.

The core values we aim to deliver are:

- Timely intervention
- Informed customers
- Quick response
- Efficient work practices
- Quality outcomes

## Timely Intervention

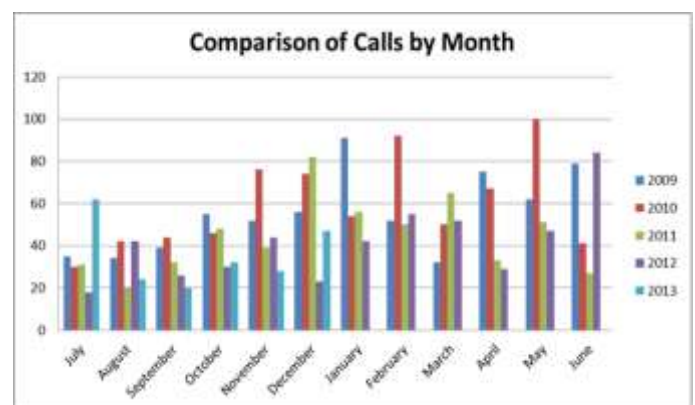
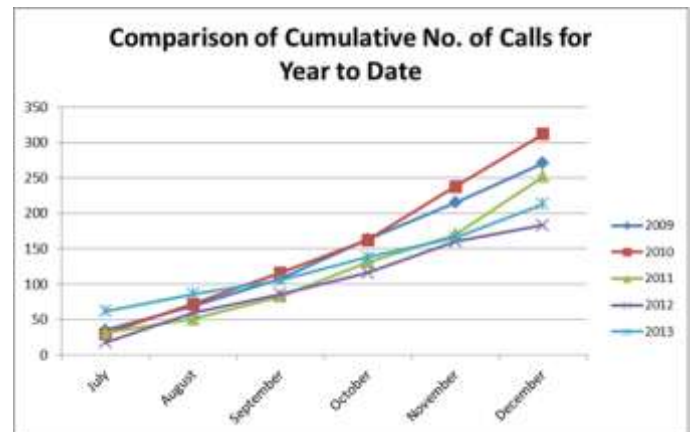
The number of calls for year to date are tracking higher than last year, but lower than the previous three years.

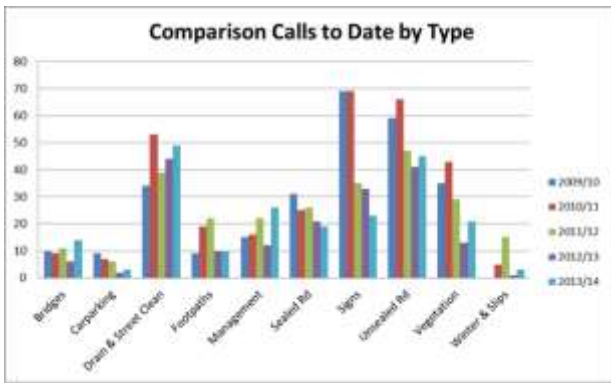
Year	2009/ 2010	2010/ 2011	2011/ 2012	2012/ 2013	2013/ 2014
No of calls to 31.12.13	271	312	252	183	213

The graph below shows that the number of calls received in July was double the highest number

received in the previous three years. Since July each month has improved relative to historic numbers, up to December where there was again an increase. The high number of calls in July was largely related to the severe weather events at this time, and the spike in December is due to the late timing of the dust suppression work.

There were 17 calls received in December regarding dust suppression, which are recorded under unsealed roads. As we increase the coverage of the eco-sealing this issue will largely be resolved in the future. It has highlighted the need to improve our communication with residents on dust suppression sites regarding what is planned and of the importance of undertaking oiling at the start of the dry season. The delay in oiling was due to Fulton Hogan bringing in a new product to replace oil, which was not ready for the start of the season. The use of a more environmentally friendly product has now been delayed until next year.





There has been an increase in the number of calls received regarding bridges. The numbers involved are small and as such are not significant overall. Bridge inspections are currently underway for all bridges.

Sealed roads and signs continue to be areas of improvement. We believe this is due to the implementation of a cyclic maintenance task for these which is proactively addressing issues on the higher volume and problem roads prior to residents needing to call in.

We have experienced more wet weather this year than in previous years, which has highlighted weaknesses in our proactive culvert maintenance. This work has been neglected in recent years due to funding constraints. We will be re-inspecting the culverts in the next few months to identify those which need clearing, and increasing our focus on this up to the level that we can within the existing budgets.

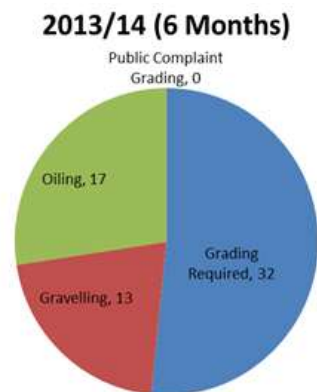
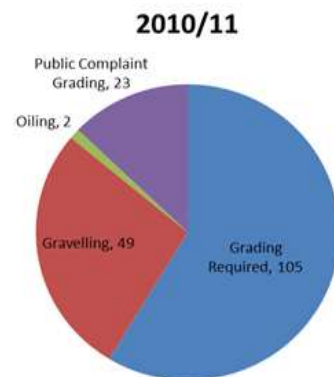
Calls listed under management relate to issues that need to be addressed by Council staff as they relate to asset management decisions, design, policy or network management tasks. These cover a wide range of topics, and the number of calls received relating to various issues between July and December 2013 are shown on the following table.

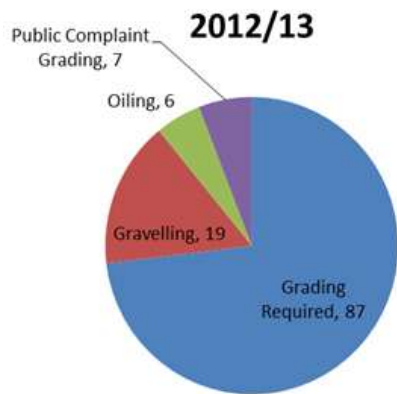
Issue	Number of calls
Gravel type	4
Muck on road	4
People doing things on road without consent	4
Level of service	3
Project work follow up	3
Speed limits	3
Extent of maintenance	2
Parking	2
Query	2
Contribution to private stormwater work	1
Heavy vehicle bylaw	1
Land issue	1
Oiling complaint	1
Seal extension	1
Traffic management	1
Trees on private property	1

We have had calls regarding the gravel used in the Omakau/Matakanui and the Ida Valley areas. These occur following metalling when the roads are initially rougher as a result of metalling when compared to the smooth clay/earth surface prior to metalling. These calls are usually due to a lack of understanding of the consequences of not metalling the roads. It is also a result of using pit run materials rather than screened or crushed metal.

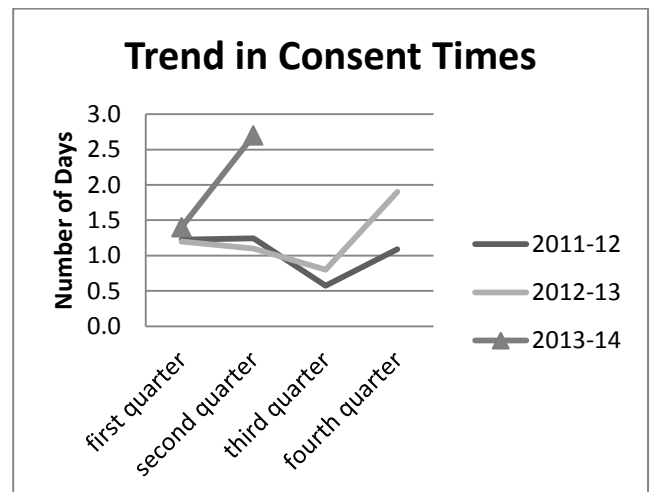
The make-up of the gravel road calls has changed markedly since the intervention with the grading methodology and scheduling began on 1/3 of the network made up of Earnslceugh, Roxburgh and Cromwell areas in May 2012. The second 1/3 was implemented in October 2012 and included the Manuherikia area, and the Ida Valley and Wedderburn areas of the Maniototo. The remaining 1/3 has been implemented in October 2013. The graphs below show the composition and number of calls prior to the changes to grading practises and programming. These changes have resulted in eliminating calls regarding the method of grading to date this year, and requests for grading are also tracking lower than last year.

The prioritisation process used for the gravelling programme has achieved a reduction in calls by prioritising roads based on condition and use. It has also enabled us to achieve more than originally anticipated through targeting less areas in each financial year to reduce pit establishment costs and increase productivity.





Total Number of Consents – Year to Date



## Quick Response

The average time taken to issue a consent during the second quarter was 2.7 days, resulting in an average for the year to date of 2.0 days. This is higher than previous quarters and is partly due to the increase in the number of licenses to occupy which are more complex and take longer to process than other consents. These licenses have all been to locate pipes within road reserve, and further information has needed to be sought from the many of the applicants regarding the proposed locations of the pipes. One of the consents is for a pipe that has multiple property owners, which has required an encumbrance to be registered on the title of the associated properties.

While the increase in time taken is high relative to other quarters, overall it is still an extremely quick turnaround for our customers.

	2011-12	2012-13	2013-14	Av time to issue during 2013/14
Traffic Management Plans	40	53	45	0.5
Road Opening Notices	48	55	64	0.9
License to occupy	3	4	11	10.0
Yard encroachment	2	2	1	1.0
Vehicle crossings	14	15	17	4.9
Generic Traffic Management Plans	5	3	8	3.0
Road Closures	3	7	5	
<b>Total</b>	<b>115</b>	<b>139</b>	<b>151</b>	<b>2.0</b>

## Quality outcomes - A Safe Roding Network

The crash statistics are sourced from the NZTA Crash Analysis System (CAS). As it takes up to three months for crashes to appear in this system, the data provided for this report is updated for the previous quarter rather than the current one.

During the last quarter of 2012/13 (April, May, June) there were three serious injury crashes on Council managed roads, and none on State Highways. Of these, two involved motorcycles and the third was an ice related crash in Naseby.

For the first quarter of the 2013/14 financial year (July, August and September) there were no crashes on local roads that resulted in a serious injury or fatality. There were two crashes on State Highways which resulted in one fatality and three serious injuries. One of these crashes was a head on crash located on State Highway 8 near Butchers Dam and resulted in one fatality and two serious injuries. The other crash was located at the intersection of State Highway 8 and 8B where a car turning from Tarras towards Cromwell failed to give way resulting in one serious injury.

The tables below show comparisons for year to date against the previous three years.

### Comparison of Crash Statistics for the first quarter - 1 July – 30 September

Number of Crashes on Local Roads	2009/10	2010/11	2011/12	2012/13	2012/13
Serious	1	5	2	0	0
Fatal	0	0	0	0	0
Number of People Injured on Local Roads					
Serious	1	5	2	0	0
Fatal	0	0	0	0	0
Number of Crashes on All Roads (State Highways & Local Roads)					
Serious	4	5	2	2	1
Fatal	0	0	0	0	1
Number of People Injured on All Roads (State Highways & Local Roads)					
Serious	6	5	2	3	3
Fatal	0	0	0	0	1

## Work Planned for the Next Quarter

Significant progress is expected to be made on the 2013/14 Renewals programme within the next quarter.

#### Sealed Road Resurfacing

Resurfacing of sealed roads is programmed to be completed by 31 March.

Resealing sites that are programmed within this period include:

Programme	Road ID	Fault	Section
March	Alton St (Omakau)	Reseal	
January	Aronui Rd	Reseal	Lanes Road to SH8
February	Bannockburn Rd	Reseal	wash out at Nevis Intersection
February	Chardonay Street	Reseal	
March	Cobham Crescent (Omakau)	Reseal	
February	Connelly Way	Reseal	
February	David Place	Reseal	
February	Earnsclough Road	Asphalt	Aronui Road intersection
March	Half Time Close	Reseal	
February	Hopgood Place	Reseal	
February	Hughes Crescent	Reseal	
January	Jackson Place	Reseal	
February	Jackson Place	Asphalt	Cul de sac head
February	Mt Pisa Road	Reseal	
February	Naylor St	Reseal	
February	Naylor St	Asphalt	intersection
February	Pinot Noir Drive	Reseal	
February	Pinot Noir Drive	Asphalt	intersection
March	Plunket St (Omakau)	Reseal	
February	Pukekowhai Road	Reseal	
January	Queensberry Tce	Reseal	
February	Ranfurlly-Naseby Road	Reseal	
February	Shannon St	Reseal	Killarney Street to Orchard Drive
February	Stowell Drive	Reseal	
February	Sunderland St	Reseal	SH 8 to Whitby Street
March	Teviot Rd	Reseal	Middle section of Teviot Road
January	Willowbank Rd	Reseal	
January	Young Lane	Reseal	

## Metalling

The following metalling has been approved for the remaining financial year. Depending on final costs for this work, additional work will be added up to the value of the existing budget. These sites will be selected using the prioritisation process that was approved by the Roding Committee in 2012, the size of the remaining budget, establishment cost considerations, and establishment locations for 2014/15. The objective will be to ensure the largest amount of work can be undertaken within the funding available up to the end of 2014/15.

Programme	Road ID
January	Nevis
February	Craig Flat Road
February	Cornish Point Road
February	Gully Rd
February	Hall Rd (Bannockburn)
February	Hawksburn Rd
February	Quartzville Road
February	Schoolhouse Rd
February	Richards Beach Road
February	Jocelyn Rd
March	Fraser Dam Rd
March	Strode Rd
March	Beaumont Millenium Track

## Drainage

The first priority is to complete drainage on the metalling sites. Following this drainage work will be focussed on sealed roads where inadequate drainage will affect the pavement life, and on addressing deficiencies in Naseby.

# Strategic planning

## Roding Policy and Bylaw

The Roding Policies and the outcome of the consultation on these will be provided to the Roding Committee on 26 February.

The initial legal work required to draft the bylaw is underway. This will be presented to Council in the later part of 2014. There is further work required by Council staff to review speed limits, parking restrictions, and heavy vehicle restrictions which will be undertaken after the 2015 LTP requirements have been delivered.

## Heavy Vehicle Loads

A draft agreement has been provided to NZTA for its approval for implementation of the 50 Max proposal, which was considered by the Roding Committee in December. We have received our first 50 Max permit request.

## Activity Management Plan

Work is underway in earnest on preparing background information for the Activity Management Plan. This plan will provide Councillors with the information required to consider the 2015 Long Term Plan and 30-year Strategic Plan.

Inspections of all bridges is being undertaken by the Roding Engineer to provide condition rating information required to enable review of stated lives. Maintenance and renewal requirements are also being recorded, as well as seismic deficiencies, structural inspection requirements, possible replacement options and bridge criticality information. This data will then be documented in the Activity Management Plan with future funding, replacement and risk options discussed.

A request for proposals for modelling of the sealed roads surfaces and pavements has been called. Assistance is being provided in managing this process by IDS, which is a company owned by Local Government New Zealand through the Local Government Engineers organisation IPWEA. This assistance is being provided free of charge and is a result of our involvement in the Road Efficiency Group.

Asset data information is being validated and updated where required to ensure greater accuracy in the valuations and forward work calculations.

Work is progressing well on the Roding Network Plan, which models traffic flows on the rural network and provides a visual representation of a number of different variables, including land use, land value, productive return of land, roading rates income, expenditure, number of properties served by roads, roading hierarchy, the new national One Network Road Classifications, requests for service, traffic volumes, etc. The model is currently being tested, with some additional land and route information to be added, validation and fine tuning undertaken. This will be presented to Councillors at the workshop on 5 March.

Work is also underway on providing improved definitions of levels of service for different classifications of roads. This will sit under the national One Network Road Classifications, which provides customer outcome statements for different road types. This work will initially be undertaken by the Roding Manager based on Central Otago's current practices. Activities which are generating public calls will be explored in more depth to enable different options to be presented for funding consideration. The extent of this work will be discussed at the workshop on 5 March.

A report regarding Councils submission to the NZTA financial assistance rate review document will be provided to the Roding Committee on 26 February.

# OTHER infrastructure

waste minimisation airports  
elderly persons housing public toilets  
district/commercial property





# Waste Minimisation

## OUR SPACE

There are two distinct areas of service in providing this activity. Waste management collects and disposes of your rubbish. Waste management also provides access to transfer stations, green waste drop-offs and recycling. Waste minimisation focuses on leading, facilitating and educating the community on wiser use of resources and environmental sustainability.

At present we provide a weekly kerbside wheelie bin service to approximately 7500 properties (domestic and commercial) across the district. A further 888 properties are served by a private company. We provide weekly kerbside recycling also, but only in the larger townships of Cromwell, Clyde and Alexandra. We supplement this with 10 recycling drop-off points throughout the district and we support Central Otago WasteBusters to process all recycled materials. We also operate five green waste (organic material) drop-off sites. All residual waste, that cannot be reused or recycled at our transfer stations, is disposed into the Victoria Flats landfill in Queenstown.

Waste minimisation is a primary contributor to two of our community outcomes.



## LEVEL OF SERVICE

Engage the community in waste reduction and wiser resource use

## SUCCESS MEASURE

Provide learning opportunities around wiser use of resources and waste minimisation

## ENVIROSCHOOLS



### Highlights – Report by Steve Brown, Enviroschools Schools

End of year Reflection meetings have been conducted in our schools. These reflection meetings are a great way to review and celebrate progress and set goals for the new year.

### Health Promoting Schools

A presentation was made about Enviroschools to attendees at the 'Health Promoting Schools' workshop held in October at Clyde School. The focus was on the kaupapa of Enviroschools and the why we should take action to look after our planet.

### Thyme Festival

Six of our Enviroschools hosted the Enviroschools Tent during the Thyme Festival sharing aspects of their Enviroschools journey and hosting hands on activities for visitors. The focus was the importance of honey bees. Schools participated in the 'Beyond Plastic' competition and the children's art exhibition on the theme of 'Cherishing our Environment'. The standard of work in both was high and showed a high level of understanding.



*A sample of paintings from the Thyme Festival Children's Art Exhibition – Cherishing our Environment.*

Gearing up for Change.



All Central Otago schools have been sent an introductory letter about the Zero Waste Challenge and have been sent a comprehensive resource package via links to 'Dropbox' and 'Padlet'. The competition is to take place during term one and the resulting presentations from schools will be used in the public education regarding fortnightly rubbish collection.

### Early Childhood

The third workshop for our combined CODC/QLDC early childhood education cluster has been held around the theme of 'Sustainable Water'.



*New student led mural at Roxburgh Area School.*

### Plans and Issues (Next Quarter)

#### Schools

Visits to schools will take place in term one and a big push will be made to gain commitment from schools to engage in the Zero Waste Challenge.

Follow up on approaches made in 2013 for potential new schools to join the programme.

#### Early Childhood

The next workshop for the early childhood education cluster is planned for 5 February around the theme of 'Growing Things'.

#### Enviroschools Teachers Workshop

An Enviroschools teachers' workshop is planned for 6 March and we'll have a focus on the Zero Waste theme in conjunction with the Zero Waste Challenge.

#### Earth Hour

Activities to celebrate Earth Hour will be planned.

#### Enviroschools Regional Team

The regional team meeting is being held on 23 January in Dunedin and will be a chance for the whole Otago Enviroschools team to get together, plan and share ideas for the coming year.

# SUSTAINABLE LIVING and MAD4CO



### Highlights – Report by Steve Brown

#### MAD4CO Maniototo

A 'Recycling at home and on the farm' session was held at the Otirehua Hotel in November. COWB team members and Council staff attended and discussed home recycling, problem products, the difference between waste and recycling, and local farmers led the discussion around farm plastic waste.

#### Climate Futures for Alexandra Forum

On 22 October a talk and discussion was presented by Greg Bodeker, Climate Scientist, on Climate Futures for Alexandra and their possible impacts using Alexandra-specific data.

#### Thyme Festival

A wide range of workshops and activities around Sustainability were held during Thyme Festival week. Sustainable Alley was again a feature of the final Sunday in the Park and was a very successful event.

During the week we also held the 'Food Forum' where a panel shared their knowledge and discussed local food issues. The 'Local Food Economies' project was introduced.



*Local Food Swap at Sustainable Alley during Thyme Festival.*

# Central Otago WasteBusters

## Food Project

Filming continues for the 'Local Food' video and the local food growing calendar and foraging map work is near completion.

## Festive Fete

We again had a presence at the Festive Fete held in Cromwell in December, where sustainability for the festive season was highlighted.



*Festive Fete Rubbish Free festive season.*

## Cromwell Satellite Group

Interest and enthusiasm has been shown in establishing a satellite MAD4CO group in Cromwell. Several Cromwell residents are willing to head a Cromwell MAD4CO planning group, as stage two of MfE funded project.

## Plans and Issues (Next Quarter)

### Cromwell Satellite Group

Continue to facilitate the planning group meeting early in February and a further planning session in March.

### Gearing Up For Change

Continue to provide leadership and support for COWB around having community conversations and Community Education for the change to fortnightly rubbish collection.

### Earth Hour

Plan activities for Earth Hour in March.

### Field Trips

Possible field trips for MAD4CO include: a visit to Riverton Environment Centre, a discussion on local food with the Guytons and seed gathering, as it is a 'mast year' for the Southern Beech trees.

## Highlights (This Quarter)

### Rural Recycling

A meeting at Oturehua for recycling options for farmers was attended by two staff members who work at the recycling coal face. Their contribution to the meeting, identifying what can and what cannot be recycled, proved the value of having staff with a direct involvement in the recycling as messengers. The positive feedback from meeting attendees and the staff involved indicate the worth of doing more of this.

### Re-use Shop

Sunday opening for the re-use shop and public drop off commenced from 26 October, providing a seven day a week service. Growth in the number of people using this extended service has been growing slowly but steadily. Figures show that the Sunday service has not come at the expense of Saturday.

### Community Education

The newsletter 'Eco News' has had a revamp, with a new name, 'The Recycler', and an extended distribution outside the membership base, going now to some 450 email addresses. This creates the opportunity to send recycling information into the wider community.

A display during Thyme Week featured composting options and the re-use shop.

Fred Peyton ran two Bokashi workshops in November and December respectively and will be presenting these at the upcoming A&P shows. In addition, on 8 February Fred will be demonstrating composting of green waste and shredding the woodier material.

### COWB Board

In December representatives from O-I and Mainfreight visited our Boundary Road site as part of a wider approach to improve the flow of glass back to Auckland for re-manufacture. A collection hub at Cromwell for glass is part of the solutions advocated. If implemented, this will reduce the transportation requirements for glass collected in the wider Cromwell area by CO WasteBusters.

## Plans and Issues (Next Quarter)

### Gearing Up for Change

Studies indicate that the move to fortnightly refuse collection will increase the current level of recycling by up to 20%, which will be a challenge to CO WasteBusters. Where the kerbside collection is currently a five-day operation, it is expected that this will extend to six days, with a full shift for processing also on Saturday.

### COWB Staffing

Following the relinquishing of the General Manager role by Trevor Goudie, the COWB Board has commenced the process of recruiting a new general manager. The appointee will be guiding CO WasteBusters through one of the more significant periods of change in its history with the refuse collection changes and the increasing volumes of material.

# Other

## Highlights (This Quarter)

### Closed Landfills

CODC holds responsibility for 14 closed landfills across the district. Each closed landfill has a set of conditions and monitoring frequencies specific to the consent and site. 'NZ Geoscience' performs the consent compliance inspections and obtains the groundwater samples for monitoring purposes before compiling an annual report. The quarterly round of closed landfill monitoring took place in December.

### Ministry for the Environment

After discussions regarding product stewardship for Ewaste at the recent WasteMinz conference, a request to Environment Minister Amy Adams has been sent from the CEO of WasteMinz formally offering support to advance these discussions with stakeholders. The Waste Minimisation Officer will be supporting a product stewardship approach as the provision of services for the disposal of Ewaste is a costly and significant local issue.

### Refuse Collection

More incidents of scrap metal being placed in wheelie bins has been reported by the refuse collection contractor. A washing machine had been folded to fit into a household bin. This and other incidents is causing damage to the truck and a plan to publicly highlight this non-compliance issue is underway. It is

not clear if there is an increase in incidents, or an increase in awareness and reporting to Council.

### Transfer Stations

New signage for the Alexandra greenwaste site has been ordered to help define drop off areas, enhance material separation and guide users.

### Gearing up for Change

A regular 'Gearing up for Change' column in *The News* was launched in October in preparation for the move to a fortnightly refuse collection next July. Various facts, top tips and local 'Zerowasters' stories will be featured in the column.

### MAD4CO

MAD4CO are working together with Ahika (Energy and Environmental Consultancy) and the Centre for Sustainable Practice on a 'Food Systems' project; looking at food grown and consumed, including industry growing through to backyard home producers. The local area of focus will be the Manuherikia basin.

MAD4CO Maniototo held a dry climate gardening and water harvesting weekend in Patearoa with Jo Wakelin from Otago Polytechnic.

### Thyme Festival

There were over 70 individuals and community organisations involved with the delivery of the Thyme Festival, sharing their skills and knowledge in various aspects of sustainable living and the arts.

The Thyme Festival was promoted on both local radio stations, in local media and on the web through various social media sites. Flyers were distributed across the district and the numbers of bookings handled by Central Otago REAP has increased on previous years.

In conjunction with Thyme Festival advertising, there has been web and media promotion of NZ Recycling Week (11-17 November), which coincided with the Thyme Festival. The waste minimisation and recycling themes complement various workshops, exhibitions and events taking place locally and nationally.

### COWB

Three new recycling drop off containers have been modified and delivered to WasteBusters. They will be used for much needed additional storage for re-sale items until new township sites are confirmed and ready for installation. Based on community demand and readiness, these will be rolled out over the next

few months to the smaller communities which do not receive a kerbside recycling collection.

### Plans and Issues (Next Quarter)

#### Refuse Collection Contract

The draft refuse collection documents have been reviewed by staff and are undergoing final legal review by Anderson Lloyd Lawyers. We anticipate release in mid-February.

#### Gearing Up For Change

Work on prepping future news columns for the 'Gearing up for Change' resources has focussed on capturing succinct answers to FAQs. A hand out resource brochure is also being developed, which will include FAQs and various scenarios based on recent public enquiries.

#### COWB

Work will continue developing the draft Level of Service Agreement for services provided by Central Otago WasteBusters. This requires a review of the COWB Strategic Plan 2010/13 in conjunction with CODC's Waste Minimisation and Mangement Plan 2012.

#### MAD4CO

Focus projects so far for this year will include Biodiversity, Gearing Up For Change and Local Food Resilience.

### Key Performance Indicators for our Level of Service

Engage the community in waste reduction and wiser use of resources, demonstrating how we are doing towards zero waste

Date: Dec 2013/14 Term: Quarterly

Total Materials : Kg's Per Person	This Term	YTD	Full Year Outlook	Last Year	Status
	150	283	550	559	😊

Total Landfill : tonnes	This Term	YTD	Full Year Outlook	Last Year	Status
	2505	4672	9090	9197	😊

Total Recycled : tonnes	This Term	YTD	Full Year Outlook	Last Year	Status
	423	853	1660	1743	😞

Wheele Bin Weight	This Term	YTD	Full Year Outlook	Last Year	Status
	17.3	16.5	16.6	16.7	😊

Wheele Bin Pickup Rate %	This Term	YTD	Full Year Outlook	Last Year	Status
	82.1%	79.2%	79.4%	77.4%	😊

Wheele Bin : Average Pickups per week	This Term	YTD	Full Year Outlook	Last Year	Status
	7100	6695	6710	6494	😊

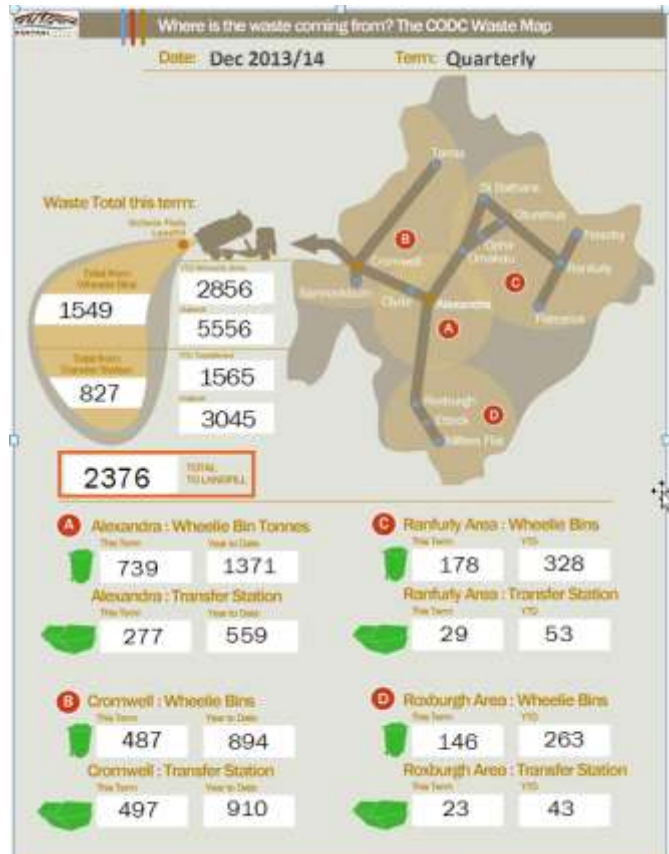
Other KPI's :

Residents satisfied	This Term	Last Year	Status
	82%	80%	😊

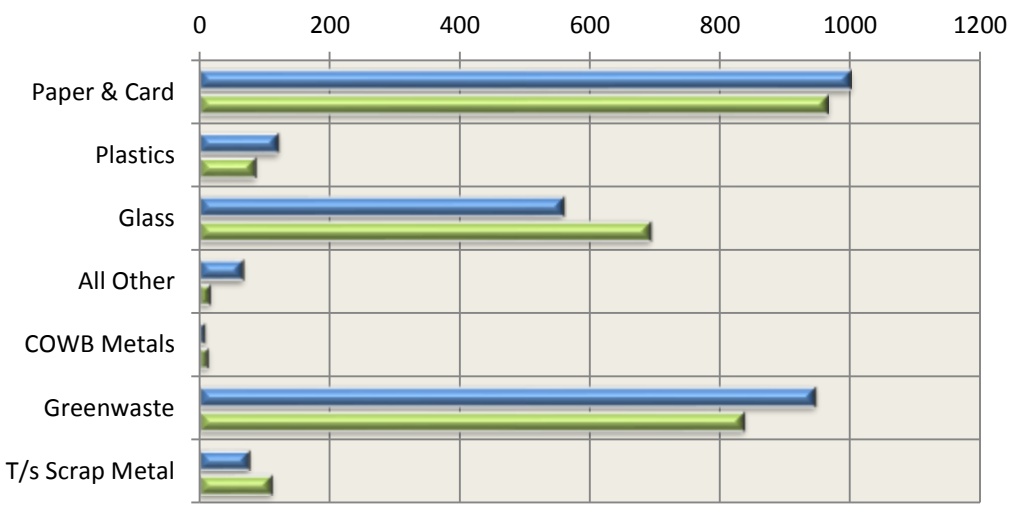
By the execution of waste minimisation by Council

Resource consent compliance	This Term	Last Year	Status
	80%	88%	😊

For transfer stations, closed and operational landfills



### Diverted Material (Tonnes p.a.)



■ Previous 12 months ■ 12mths to date

### Year to Date

% Diversion - COWB 16.2%

% Diversion - all materials 16.2%

# Other Infrastructure

## OUR SPACE

The other infrastructure activity includes the following sub-activities:

- We provide housing predominately for the elderly. Council own 98 flats in Alexandra (23), Clyde (3), Cromwell (31), Ranfurly (26) and Roxburgh (15).
- We provide public toilets in towns across the district and at recreation facilities and parks. These are available for residents and visitors.
- We own and lease a variety of commercial and farm properties. We also develop land for sale that is not contributing to community outcomes and where it is considered unlikely to do so in the future. The income from commercial property is used to fund other Council costs.
- We manage the assets at the aerodromes at Alexandra, Cromwell and Roxburgh. The users are generally recreational private pilots and some commercial users for such things as top dressing of farms.
- We own and manage a number of forestry blocks. These forests also provide an amenity value for the community for walking and biking.

The services provided by other infrastructure are a primary contributor to two of our community outcomes.



## Council Property/Buildings

### Relocated Lessee in William Fraser

The Probation Office is shortly to move out of the main Council office building and take a new lease in the ex NIWA building, following the building's tenant-

funded refurbishment. The new lease is for six years plus two, Right of Renewal of three years each.

### Sugarloaf Walking Track

An agreement was reached for a new public access easement to replace the previous route extended through the farm property. The property is to be used in the future to graze dairy cows. The new route also overcomes previous concerns for public safety and well-being among walkers unfamiliar with walking among livestock and will assist with farm management.

### Naseby Forest

Maniototo Community Board resolved to exit its forestry obligations on its 40ha Naseby forest block while carbon credits could be purchased so cheaply, rather than continue with further expenditure for spraying and blanking. The land is to be offered for disposal as farmland.

### ANZ Bank Premises

Although compliant under current law for earthquake risk at 40% of new building standard (compared to the minimum allowable of 33% NBS for compliance), the tenant requires seismic capability of at least 68% NBS or it will vacate. The estimated cost of strengthening has been assessed by a quantity surveyor at approximately \$180,000 and would also make the property more attractive to potential investors. The renewed lease is being negotiated. Once a position is agreed in principle, a report and recommendation will be provided to the Vincent Community Board.

### Clyde Railway Station

Funding applications to Lottery Commission and Central Lakes Trust have been submitted to raise the funding shortfall for urgent restoration work to be carried out on the building. The Clyde community and Promote Dunstan have already raised \$30,000 for the project and decisions on the other funding applications are expected in March/April 2014.

### Omakau Recreation Reserve – New Amenities Block

Substantially completed December 2013.

## Toilets

### Dustin Park Toilet

A new toilet was constructed to service the boat ramp and playground.

### Cromwell Town Centre Redevelopment

With the exception of the large directional signs, the Northern Edge redevelopment was completed by the end of November. An official opening officiated by the Board Chairperson was held on Saturday 30 November 2013.

Design work for the next stages of development is underway.

### Roxburgh Public Toilets

The Community Plan Group beautification project, including living wall and artwork installation, was completed outside the toilets in October. The toilets featured on the TV1 programme *7 Sharp*.

## Airports

Work is ongoing to attract further investment in Alexandra Airport and a new hangar is planned, with construction to commence in January/February 2014. An earlier, but recently erected hangar and attached flat for private use has attracted considerable attention and raised the profile and aviators' interest in the airport.

## Elderly Persons' Housing

### Occupancy Rates

Area	Units	Tenanted	Occupancy Rate
Alexandra	23	23	100%
Clyde	3	3	100%
Cromwell	31	28	90%
Roxburgh	15	10	67%
Ranfurly	26	11	42%
<b>Totals</b>	<b>98</b>	<b>75</b>	<b>77%</b>

The change from last quarter is the following:

- Alexandra 1 unit tenanted
- Cromwell 2 units vacated due to ill health, 1 unit tenanted
- Roxburgh 1 unit tenanted
- Ranfurly 1 unit vacated due to death, 1 unit tenanted

Two Cromwell units have been refurbished.



# COMMUNITY services

tourism libraries  
swimming pools business development cemeteries  
visitor information centres central otago brand  
community planning parks  
promotion and grants



# Parks, Reserves & Cemeteries

## OUR SPACE

Access to parks, reserves, rivers and recreational facilities are important for our overall well-being. Maintaining high quality open spaces is what makes our district an attractive place to live, work and play.

Our overarching goal is to provide recreational facilities that work for the users. This includes:

- Managing street and walkway gardens
- Managing parks, gardens and playgrounds
- Supporting a wide range of sporting codes through the preparation of fields and facilities
- Provision of education and enforcement for the waterways of Lake Dunstan and the Clutha River from Cromwell to Roxburgh.

In providing this activity we utilise 146 hectares of land and 19 playgrounds.

The provision of cemeteries assists with peace of mind for people, knowing their loved ones will rest in peaceful, well-kept environments. There are three classes of cemetery within the district, open cemeteries controlled by cemetery trustees, open cemeteries we control and closed cemeteries managed as reserves. We are responsible for 11 cemeteries, three of which are considered closed.

Parks, reserves and cemeteries contribute to all three of our community outcomes.



## Cemeteries

It was a busy quarter for the cemeteries in terms of burials and ashes burials.

	October	November	December
Alexandra	1	2	5
Clyde	1	3	0
Cromwell	0	1	0
Omakau	0	0	1
Ranfurly	1	1	1
Naseby	0	1	0

Installation of a new beam was carried out at Omakau/Blacks cemetery.

Tidying up of the installation of new beams at Alexandra occurred. The additional irrigation was commissioned. The extension of the road occurred in late October.

## Parks and Reserves

The end of spring and early summer saw a great run of good weather with hot temperatures. This resulted in some stress to grass reserve areas but December saw a change in the weather pattern to a more unsettled cycle with more rain. Grass growth was significant at a time when it would be starting to dry off in unirrigated areas.

### Cromwell

Funding for the Alpha Street lights was obtained from Central Lakes Trust and Otago Community Trust. The project will start in the new year.

Greenway signage has been installed by the Cromwell and District Plan group to guide people from Old Cromwell to The mall.

## Vincent

Irrigation was installed at Molyneux Park over the quarter. This included completion of installation of irrigation in the frontage, installation of irrigation down towards the netball courts and then commissioning of the new bore. This system is now operational and the areas disturbed during the installation has been regressed.

A funding application for the remaining work associated with the entrance signage and road extension landscaping work at Molyneux Park was successful and this work began in late December with the start of the natural playground by the netball courts.

Work on the Molyneux Park Reserve Management Plan has been ongoing. The Vincent Community Board adopted the final plan at its meeting in early December.

A start was made on collecting additional information for reviewing the reserve management plan for Pioneer Park.

The number one pitch at Molyneux Park was steadily worked on over the quarter. This was in preparation for the National HRV Cup game between Otago and Auckland and two Otago Sparks (Otago women's team) that were played at Molyneux Park in late December and early January.

The new light cricket covers arrived for Molyneux Park. These were paid for jointly with Otago Country Cricket.

Work on upgrading the paths at Glad McArthur Gardens in Pioneer Park occurred in November.

Work was carried out on the junior playground at Pioneer Park with the tidying and regrassing of part of the area.

Building of the new amenity block at the Omakau Recreation Reserve was in full swing with the facility due for opening early in the New Year.

## Maniototo

New seating was installed and tidying under some existing seats at Turnbull Thompson Park, John Street playground and in Naseby.

The John Street median project was completed.

## Roxburgh

The draft of the Reserve Management Plan for the Teviot Valley Ward was developed. The draft management plan was advertised for submissions and nine submissions were received, which were heard by the Teviot Valley Community Board in December. A final version of the document will be presented back to the Board in the new year.

# Clutha Management

It was a busier quarter for Clutha Management.

Maintenance work was carried out on the various pontoons and lake structures to ready them for the summer season.

There was a couple of enforcement issues on the lake where the Lake Enforcement Officer followed up with specific lake users on unacceptable behaviour.

A new information brochure was created and these will be distributed by the enforcement officer to lake users.

The enforcement process was finalized allowing infringement notices to be issued for lake users breaking the rules on the lake.

# Community Facilities, Libraries & Swimming Pools

## OUR SPACE

Our community facilities and buildings provide places for social, sporting and cultural interaction.

Our libraries promote literacy, education and the exchange of information and ideas. We provide libraries under a shared services arrangement with Queenstown Lakes District Council. We run libraries in Alexandra, Clyde, Cromwell and Roxburgh and share resources of those based in the Queenstown Lakes District. We also have a partnership with schools in Millers Flat, Omakau and Maniototo.

Swimming pools contribute to the health and well-being of the community and add to the attractiveness of the area. They provide a place for people to learn to swim, particularly for our young people, which Council has recognised as being increasingly important when so much of our district is surrounded by water. We manage the Cromwell Swim Centre and Molyneux Aquatic Centre directly, along with community swimming pools in Ranfurly. Millers Flat is operated by a community trust and the Roxburgh Community Board financially supports the school to facilitate swimming.

Community facilities, libraries and swimming pools contribute to two community outcomes.



## Community Facilities

### Level of Service Review – Community Halls

Considerable work has been done on analysis of the census and use data that was collected and financial information is being analysed to develop simple reporting pivot tables and diagrams for what is a lot of data. This has been a larger piece of work than was anticipated prior to knowing the level of complexity of different use details.

It is proposed that workshops will be held with each of the Boards from February 2014.

### Molyneux Stadium

Work to replace damaged and missing ceiling tiles was completed in the main gymnasium during November/December and in January new vinyl will be installed in the foyer and toilets and the building painted inside and out.

As a result of tenders a contract was awarded to M.R. Decorating Central Otago for the painting.

Interior designer Sally Smith from Roxburgh has generously donated her services as a colour consultant to help give the Stadium a fresh new look inside and out.

Painting and other maintenance work was also carried out on Stadium and Park toilets and changing rooms in December in preparation for cricket events over the Christmas break.

### Cromwell Memorial Hall Redevelopment

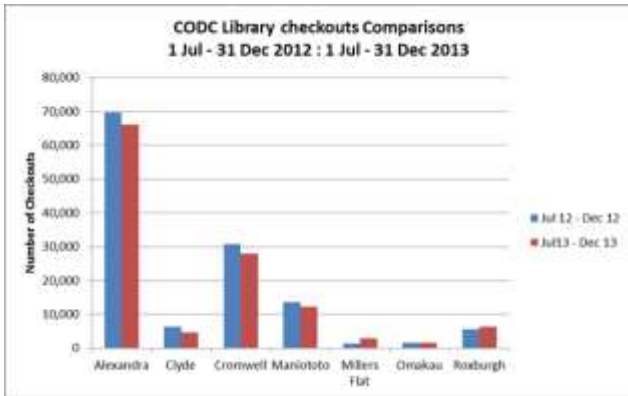
As a result of the Board's workshop on 9 December, further work on costings has been undertaken and a timeframe set for redevelopment to provide certainty to users as to when the hall will not be available.

Timeline is:

- February-March 2014  
Community Board determines redevelopment or rebuild.
- April-December 2014  
Detailed design through to full construction specifications
- January-March 2015  
Tender Construction contract, Project management procurement.
- April-May 2015  
Let contracts.
- January-December 2016  
Construction period

# Libraries

## Issues



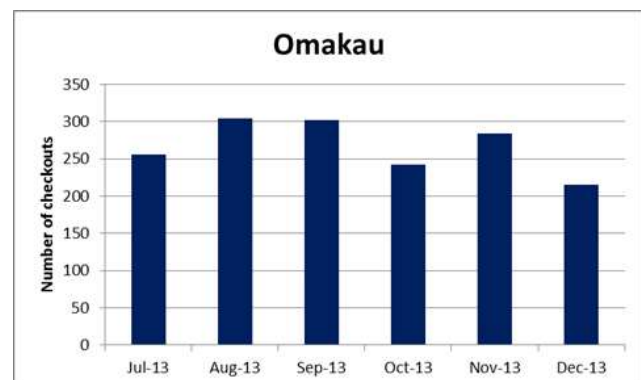
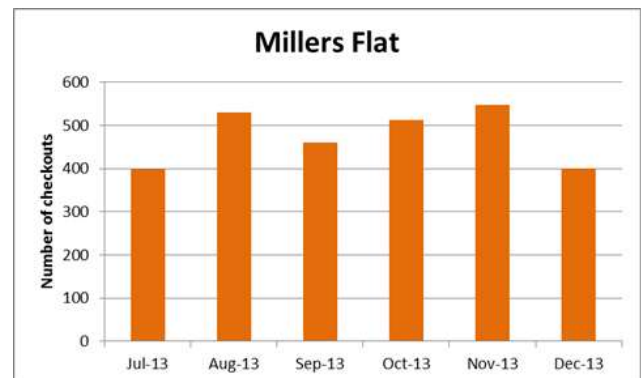
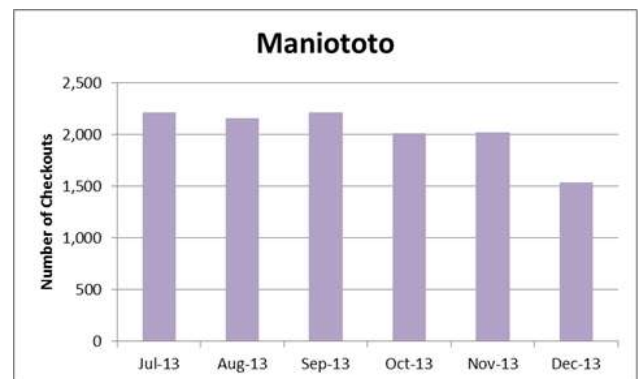
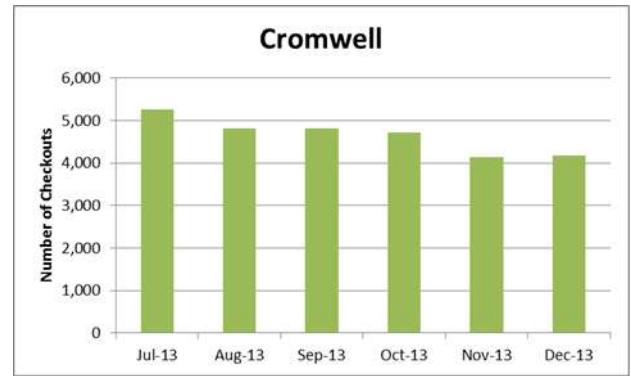
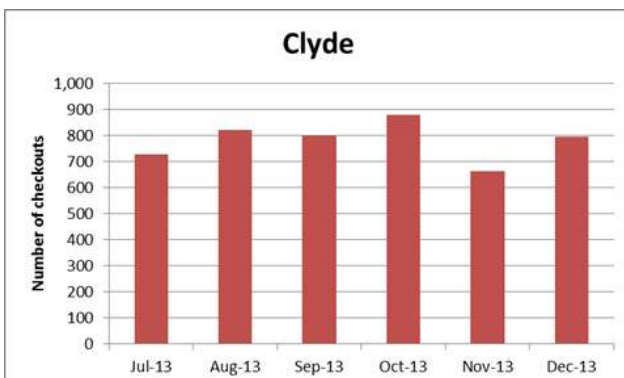
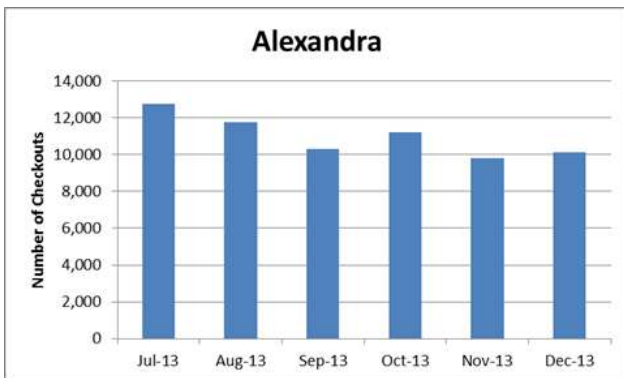
Year to date total checkouts:

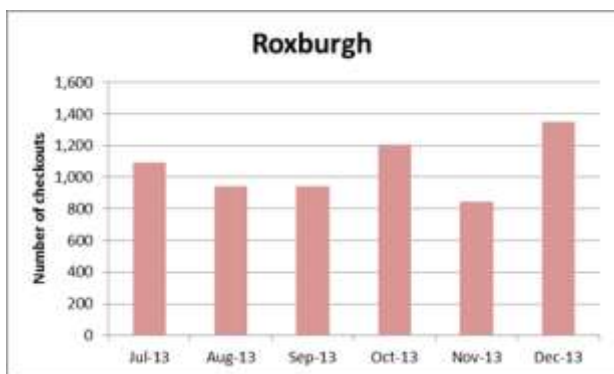
- July 2012 - December 2012: 129,079
- July 2013 - December 2013: 121,656

Total checkouts from July to December 2013 has decreased by 5.75% in comparison to the same period in 2012. As can be seen from the above graph, Alexandra, Clyde, Cromwell and the Maniototo library checkouts decreased.

The checkouts for Millers, Roxburgh and Omakau increased slightly.

## Monthly Checkouts per Library





## Alexandra, Clyde and Omakau Library

### Holiday Programmes

Holiday Programmes have been held in Alexandra and Library during the school holidays in October and December. A Summer Reading Challenge called "Get on board with reading" has been held at Alexandra, Clyde and Omakau Libraries. This proved popular with the children.

### Library Survey

A Library survey was conducted during November. Some very positive feedback and relevant suggestions were received. These suggestions are being followed up.

### Rotation of books

, Biographies and memoirs, a specific genre which Library borrowers enjoy, are being profiled in our Libraries through a "Get a Biography for Summer" promotion. There has been an exchange of biographies between Alexandra, Roxburgh and Cromwell libraries. This increases interest for customers and usage of books.

### Demand Analysis

The Demand Analysis project continued during this period and was completed at the end of December.

### Staffing

Training – A LIANZA (Library and Information Association of New Zealand) Conference in Hamilton was attended by the Alexandra Library Manager in October.

A staff member retired from the Alexandra and Miller's Flat Libraries during December.

An Alexandra Library staff member has been appointed the Health and Safety representative for Central Otago Libraries.

## Thyme Festival

The Central Otago Embroider's Guild held a display at Alexandra and Library during Thyme Festival.

## Cromwell Public Library

### School Holiday programmes

Four programmes were run for school-age children during the October holidays, three of which had full attendances (15 at each session) and the fourth had 11 attending.

The two sessions for preschool children were attended by five & seven children respectively.

We ran two craft sessions in the lead-up to Christmas where four children attended each session. This is the first time Cromwell Library has run holiday programmes at the start of the summer break. As a result of schools in the region breaking for the summer holidays on different dates some of the children were unable to attend. To counter this we will run the sessions an hour later next summer.

Our annual visit from Santa was well attended by 10 children who enjoyed hearing Christmas stories and singing Christmas songs before the special visitor arrived.

### Book Launch

We were delighted to launch former Cromwell Library Manager Sara Johnston and silk artist Julia Larkin's children's book "Queasy Kea". An audience of 31 people enjoyed the entertaining talk and morning tea that followed.

### Book Sale

Our annual book sale commenced on 16 December and has seen a steady stream of visitors and locals purchasing items weeded from the collection.

## Roxburgh and Millers Flat Library

### School Holiday Programmes:

SPRING Holiday Programme was run between 2-10 October with activities being Racing Car Board Game, Bubble Wands, Recycled Robots and Making a Birdhouse. We managed to fill up all the spaces (around 13) with local children and few that came to our area for school holidays. Children and staff thoroughly enjoyed all four craft activities and two of the activities could be played back at home with their families. The Spring Programme was well prepared by Nikki and Janine and we have got a bin of templates, instructions and all needed resources which made it easy to set up.

The Christmas Holiday Programme was run on 19 and 20 December with activities being making Christmas Cards and Christmas Wreath. Once again, we did not have a problem of filling the spaces and children loved taking home a card and wreath that they could enjoy with their families. When it came to prep, this time we only received a link for online instructions for both activities. We had to use petty cash to buy the materials and it took a lot of time to cut out the templates and prep everything ready for the day.

#### Summer Reading Challenge:

We had a great response from local children about the summer reading challenge and have got 17 children signed up. Three of them have already finished the challenge and been rewarded with a certificate and a new book. The challenge finishes on 27 January so we should be soon seeing more challengers coming down with their filled out book sheets.

#### Book Sale

With the influx of holiday makers in our area we have set up a book sale in the foyer of the service centre which we envisage to keep going till end of January. It has been working amazingly well with our motorhome people and seasonal workers. On average, we sell about \$20 of those books per day. A short advert was placed in the local paper advertising the book sale to locals.

#### Library Screens:

We have been trained on how to update slides on the Council Big Screen so we are now updating information regarding new books, DVDs, holiday programmes, etc. to keep the slideshow current.

#### Rotating collections:

We have started rotating collections amongst our libraries. twenty biographies from Alexandra and Cromwell Libraries are now being displayed in Roxburgh Library. This has increased the number of issues for these biographies. People seem to enjoy them.

'Mills and Boons' books and Western books have also been sourced from Alexandra and Cromwell as there was higher demand in our library. This was much appreciated by our patrons. Older magazines from Roxburgh Library will be taken to Millers Flat Library to widen magazine options for Millers Flat library patrons.

CODC LIBRARIES' STATS SUMMARY – 1 July 2013 – 31 December 2013

LIBRARY	ITEMS HELD	ITEMS ADDED 01/07/13-YTD	DISCARD ITEMS 01/07/13-YTD	UNIQUE BORROWERS (within 2 yrs)	UNIQUE BORROWERS (within 1 yr)	UNIQUE BORROWERS (within 1 month)	NEW BORROWERS 01/07/13-YTD	ITEMS TRANSITTED TO OTHER BRANCHES YTD	ITEMS ISSUED 01/07/13-YTD	ITEMS ISSUED LAST YEAR TO DATE	ITEMS ISSUED VARIATION LAST YEAR % TO DATE
Alexandra	46,130	2,232	4,103	3,686	2,927	1,413	158	6,497	66,008	69,788	-5.42
Clyde	6,306	357	115	223	170	110	1	1,262	4689	6257	-25.06
Cromwell	25,816	1,020	3,066	2,266	1,765	764	160	3,355	27,947	30,748	-9.11
Maniototo	22,485	779	198	692	578	339	35	1,219	12,173	13,663	-10.91
Millers Flat	4,994	273	192	115	94	67	14	679	2,851	1,379	106.74
Omakau	4,618	98	128	66	49	35	0	353	1,604	1,652	-2.91
Roxburgh	6,617	458	1,025	486	376	187	18	2,306	6,384	5,592	14.16
TOTALS	11,6966	5,217	8,827	7,534	5,959	2,915	386	15,671	121,656	129,079	-5.75



# Swimming Pools

Staffing has been steady over the quarter. We have lost a couple of our full time staff across both complexes however these positions have been able to be filled. Both pools have good rosters of casual staff at the current time and this has allowed for smooth running over the busy holiday break.

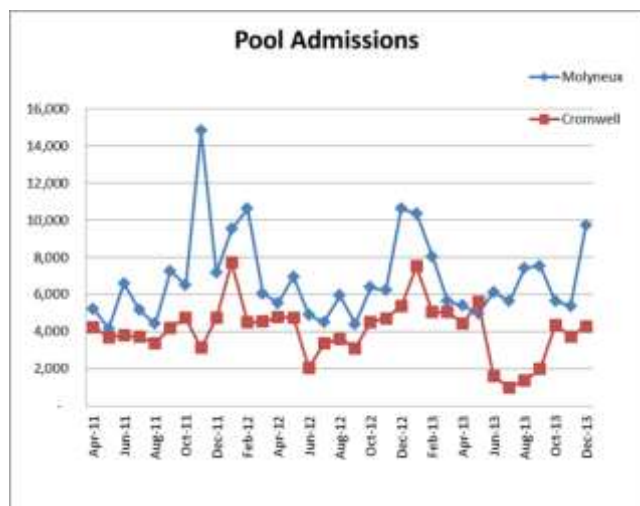
Overall numbers using the pools has been steady with the unsettled weather over the Christmas break seeing customer use of the pools in fits and starts rather than a steady stream of users.

Central Swim School numbers enrolled in Term 4 were 238 students at Molyneux Aquatic Centre (269 in 2012) and Cromwell Swim Centre having 203 students (173 in 2012).

The swim skills programme has operated again with Cromwell Years 5-8 being done in Term 4. This included Cromwell Primary, Goldfields Primary School, Cromwell College, Hawea Flat and Tarras School coming to Cromwell pool for lessons. This saw 2,800 lessons delivered to pupils.

A Swim School representative spent a week in Middlemarch teaching 30 local children at the end of Term 4

Work continues on upgrading the Centaman reporting system for the pools and moving to host the Centaman system on one central server. Data from each pool and swim school has been put into the new joint database and testing of the system is occurring. It is anticipated a go live time for the system will be late February or March after the busy new year rush.

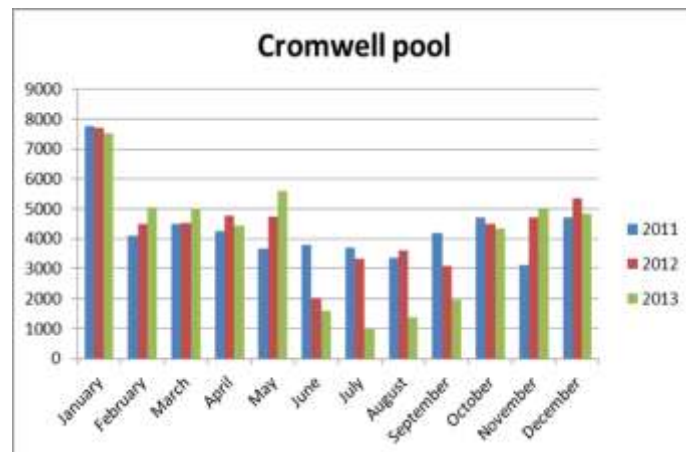


## Cromwell

This quarter has seen Cromwell Swim Centre back in full swing following the completion of the tiling project at the end of September.

Operation of the pool has been steadily ticking along with many good comments on the retiled pool.

The Cromwell Swim Club held a successful meet in September.



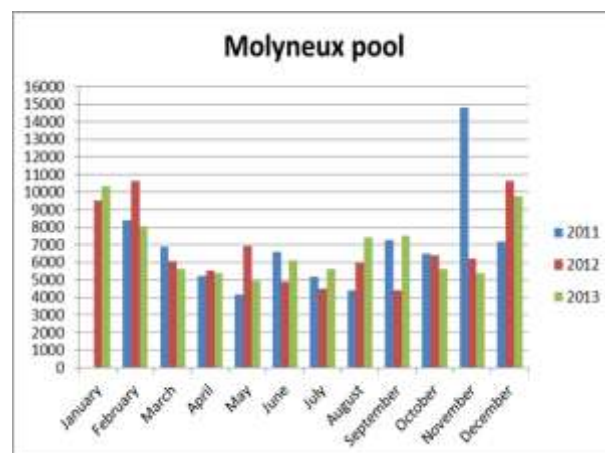
## Molyneux

Molyneux Aquatic Centre has continued to have steady patronage. Numbers through the pool have varied slightly due to the different timing of the swim skills programme this year with August and September seeing good attendance numbers. Overall numbers have ended up slightly above last year's total for the year.

The outside pool was prepped in November with all the outside furniture painted and stained and the pool opened slightly earlier than usual in mid November due to the favourable warm weather conditions. Since mid December the use of the outside pool has been reduced due to the variable weather conditions and overall numbers for December are slightly down.

It was identified that the pump for one of the heating compressors required repairs in late December and this was carried out early in January.

A summer holiday programme has been running at the pool including the organised use of the toys and play equipment.



# District Development

## OUR SPACE

We facilitate economic opportunity indirectly with the provision of infrastructure, recreational and cultural assets. We directly facilitate economic opportunity with the provision of a business development programme, a regional tourism organisation, community planning, visitor centres, managing the regional brand and a modest promotional grants fund.

The district development activity is a primary contributor to all three of our community outcomes.



## Economic Development

### Labour availability

In preparation for the 2013/14 harvest the Central Otago Labour Market Governance Group met to review labour availability in the District. The excellent weather through November suggested there was likely to be a bumper crop of stone fruit that would need to be brought in during a short harvest window. Rain in December both reduced the crop and spread the harvest over a longer time period. Despite a much larger number of overseas visitors on working holidays and New Zealanders seeking jobs this year a number of orchards still had difficulty finding enough workers. Availability of labour is an ongoing issue for many sectors of the Central Otago economy. It is a complicated issue that is a potential constraint on future development of the district.

### Economic and Business Development Strategy

Work has started to implement the action points in the new Central Otago Economic and Business Development Strategy 2013 -2016. The initial focus has been on accommodation options particularly for the older members of our community and a number of

possible options for a retirement village are starting to be explored.

The Alexandra/Clyde and Roxburgh/Teviot Valley business communities are focussing on new opportunities that have been created with the opening of the Roxburgh Gorge and Clutha Gold cycle/walking trails.

Opportunities to give our communities access to ultra-fast broadband, outside the Government funded Rural Broadband Initiative that is being rolled out across Central Otago by Vodafone, are being explored.

### Vodafone Community Cell-phone Towers

Our plans to lodge an application under the Vodafone Community Cell Site Scheme for two cell phone towers to provide mobile phone coverage down the Clutha received a set-back when we learned that Vodafone had decided not to invite applications in 2013. The company advised it wants to focus on the roll-out of the Rural Broadband Initiative and construction of towers already approved under the Community Cell Site Scheme. Work will however continue on our application so it is ready to be lodged if applications are called for in 2014.

### Collaborate Canterbury

Central Otago construction companies met the CEO of the Canterbury Employers Chamber of Commerce, Peter Townsend, to learn about opportunities for their companies to contribute to the Christchurch rebuild. The capacity of Canterbury based firms in the construction sector is at full stretch and the Collaborate Canterbury project is designed to help connect businesses from other parts of the country with established construction related companies in Christchurch to meet the increasing demand on supply chains, resources and the massive skills and labour shortage that is expected.

### Grasslands New Zealand 2014

Grasslands New Zealand has decided that Central Otago will be the host for its 2014 annual conference. The Council is working with the organisers on arrangements for this important event that attracts delegates from all over New Zealand. The conference will be held in November and the programme provides for the main conference meetings to take place in Alexandra with field trips to other parts of the district to study grasslands farming issues.

## Highlands Motorsport Park

The new Highlands Motorsport Park at Cromwell attracted 28,000 people to its first major race meeting in November. The Park is a very significant addition to both Cromwell and Central Otago's tourism facilities and will be the catalyst for the next stage of growth in the Cromwell basin.

# Visitor Information Centres

## Alexandra

October to December 2013 22,597 visitors		
		% of sales
Bookings	\$61,659.50	54%
Commission	\$9,043.58	9.8% of bookings
Retail	\$26,547.77	23%
Event Tickets	\$26,460.00	23%
Display Rental	\$64.00	0%
<b>Total Revenue</b>	<b>\$114,731.27</b>	
Compared to October to December 2012 Visitor numbers increased by 6% Revenue increased by 12%		

## Cromwell

October to December 2013 11,646 visitors		
		% of sales
Bookings	\$75,976.85	89%
Commission	\$7,702.44	10.1% of bookings
Retail	\$9,137.04	11%
Event Tickets	\$0.00	0%
Display Rental	\$184.00	0%
<b>Total Revenue</b>	<b>\$85,297.89</b>	
Compared to October to December 2012 Visitor numbers decreased by 14% Revenue decreased by 18%		

## Ranfurly

October to December 2013 9,219 visitors		
		% of sales
Bookings	\$4,419.70	28%
Commission	\$445.33	10% of bookings

Retail	\$11,405.58	72%
Event Tickets	\$0.00	0%
Display Rental	\$0.00	0%
<b>Total Revenue</b>	<b>\$15,825.28</b>	
Compared to October to December 2012 Visitor numbers decreased by 6% Revenue decreased by 28%		

## Roxburgh

October to December 2013 3,547 visitors		
		% of sales
Bookings	\$9,159.00	43%
Commission	\$915.90	10% of bookings
Retail	\$12,294.90	57%
Event Tickets	\$0.00	0%
Display Rental	\$0.00	0%
<b>Total Revenue</b>	<b>\$21,453.90</b>	
Compared to October to December 2012 Visitor numbers increased by 40% Revenue increased by 29%		

## Overview on Visitor Numbers

Visitor numbers have remained relatively steady in both Alexandra and Ranfurly throughout this period.

Cromwell - The drop in visitor numbers compares to the drop in revenue.

Roxburgh - It is very pleasing to see the 40% increase in visitors recorded for this centre. This result could have been gained by the installation of new external signage and the opening of the Central Otago walking and cycling trails. However a new door counter installed during this period records all people entering the building whereas the numbers from the previous year relate only to the visitor centre customers.

## Revenue

Overall revenue is marginally down on last year. However this is not consistent across the centres.

## Bookings

Alexandra – Booking sales increased on last year by \$10,000 with most of the increase attributable to activity bookings.

Cromwell – The booking total is marginally down on the previous year however the commission earned is slightly higher so the actual income from bookings is similar.

Ranfurlly – The revenue from bookings has dropped by \$2000 this quarter compared to last year and earned half the commission of last year.

Roxburgh – The bookings revenue for this centre is very similar to last year.

### Retail Sales

Total retail sales for all four centres is up by \$12,000 on last year.

Alexandra – The total retail and event sales share the remaining 50% of business with retail increased by nearly \$9000 from last year. Alexandra retail stock has an average 55% markup whereas events only earn the centre an average 9% in commission.

Cromwell – Retail sales remain steady with a good mix of the traditional products being sold.

Ranfurlly – The percentage of sales of retail product has increased to 72% of the total sales this year. However the dollar value is slightly lower than last year and contributes to the drop in total revenue.

Roxburgh – Retail sales have doubled in the Roxburgh visitor centre this quarter compared to last year. This is an excellent result boosted by active sales of trail merchandise and maintenance contributions.

### Event Sales

Last year Cromwell and Roxburgh sold a small value of event tickets together with substantial event sales through the Alexandra office.

This year Alexandra is the only centre with event sales this quarter. The value of these sales has increased by \$2000 on the same period last year.

### Expenses

#### Staffing and Wages

Alexandra Cromwell and Roxburgh - All these centres have spent approximately \$10,000 less on wages as at the end of the same quarter last year.

Ranfurlly The Ranfurlly Team Leader resigned during this period and the remaining staff have taken on the leadership and consultant roles in this centre.

#### Retail purchases

All centres stock has been purchased for the summer season and good early season retail sales figures indicate a small growth in confidence in the retail sector.

### General

Roxburgh Gorge and Clutha Gold cycling and walking trails were officially opened during this quarter and Central Otago Visitor Centres are selling the trail maintenance tags and passports on their behalf.

Alexandra and Roxburgh - With the new cycle and walking trails opening this season, a new range of merchandise and Christmas gift packages will be offered.

Maniototo – A Sporting Wall of Fame has been installed in the Ranfurlly Centre and features articles and photographs of sporting identities of the region.

## Community

Members of the Oturehua and Omakau communities have approached Council and asked us to facilitate a process for them to develop their first ever community plans. St Bathans has also requested that Council facilitate the process of reviewing its current community plan.

### Oturehua Community Plan

In December 2013 surveys were sent out to all residents of the Oturehua community asking them what the strengths, weaknesses, opportunities and challenges of living, working and playing in Oturehua are. To gain a visitor perspective of the community, visitor surveys were placed in the Ida Valley Kitchen Café in Oturehua of which 52 have been received.

Business surveys were also sent those people who own and operate a business in Oturehua to gain a perspective on what the opportunities and challenges are for them.

A community workshop for Oturehua is scheduled to be run on 18 February 2014.

### St Bathans Community Plan

Council staff attended a meeting with the St Bathans Area Community Association on Sunday 1 December to go through the process of reviewing their community plan. Community and Business surveys have been sent out to the community of St Bathans and a date for the community workshop is yet to be set.

### Omakau Community Plan

In December, a visitor survey was placed at different locations within Omakau to ascertain the visitor perspective of Omakau. Community surveys, business

interviews and a community workshop will be conducted within the next few months to gather information for the development of the Omakau Community Plan.

### 'Getting on it' in Central Otago – Youth survey on young people's attitudes towards alcohol

A Survey Monkey survey of young people's attitudes towards alcohol was carried out through Facebook in October 2013. The purpose of this was to gain the perspective of our young people in Central Otago on their attitudes towards alcohol. This information fed into the development of the Local Alcohol Policy.

The survey was marketed through a Facebook page called 'Getting on it' in Central Otago. This was the first time Council has used this method to consult with our young people. The survey was also sent out to Maniototo Area School, Roxburgh Area School, Cromwell College and Dunstan High School. It was also sent out to youth groups within Central Otago and to our public health networks in Central Otago.

The survey was released from 1 November to 22 November 2013.

150 people completed the survey to the end with a further 65 completing at least some of the questions.

The biggest age group of participants in the survey was the 18-24 age group. 6.5% of participants were ages under 18, 42.3% were aged between 18-24, 30.2% were aged between 25-34 and 20.9% were aged over 35.

Central Otago has 3,369 young people aged between 15 and 34 based on the 2006 census. The survey attracted just over 5% response rate from this age group. This is the first time that we have had such a large response from the young people in Central Otago when consulting on an issue.

The response rate was so successful due to a number of factors. These are:

- Using Facebook as the avenue to market the survey.
- Naming the Facebook page something that would catch the attention of our young people, hence 'Getting on it' in Central Otago.
- Liaising with the Youth Coordinator in Alexandra in regards to creating a 'youth friendly' survey.
- Offering the chance to win a Highland Motorsport Park Voucher.
- Liaising with schools, youth groups and public health networks.

A copy of the full report is available on Council's website at [www.codc.govt.nz](http://www.codc.govt.nz) and has also been sent to service agencies within Central Otago.



## Regional Brand

### Official opening of the Roxburgh Gorge and Clutha Gold trails

Completing all the marketing collateral in time for the 24 October official opening of the Roxburgh Gorge and Clutha Gold Trails was a key focus for the brand manager over the month of October. This included the content for the passport, information panels and kiosks as well as the presentations screening at the Roxburgh Service Centre.

Ensuring that brand design, style of imagery and key messages associated with each trail were consistently being reflected in all material was a key component of the work. This was only made possible by having set of brand guidelines to refer to. It became very evident that spending the time upfront identifying the special points of difference, the key attributes and values and then developing brand guidelines around those for each trail proved its worth when developing the marketing collateral. Having brand guidelines were an important reference point and will continue to be so for future material associated with these trails.



Example of Clutha Gold Trail information panel and the brochure front cover.



Example of Roxburgh Gorge Trail information panel and the brochure front cover.

### Central Otago brand story

Knowing the attributes unique to Central Otago is important as the more we appreciate what we have the more we are inclined to both appreciate it and look after it. The stories that have already been developed include the Central Otago cycling story, Central Otago fruit story, in terms of having a series of key messages and images that reflect those experiences. The Central Otago wine story has been developed and the intention is now to build up a series of images to reflect the Central Otago wine story. A series of photo shoots are planned in the New Year.

Background material has already been collated for developing the Central Otago high country story, which will also be a focus of work in 2014.

# Tourism Central Otago (TCO)

## Media Results for the 2012 – 2013 financial year

Below is a table of media results received for the 2012 – 13 financial year. Full copies of print, online and/or film are held on file by Tourism Central Otago and can be made available for viewing on request.

Source	Publication	Media / Journalist Name	Publication Info	Date/s in Region	Product on Itinerary / mentioned in article	Comments/ Article Overview
NON ASSISTED	North & South	Jim Robinson	North & South Magazine - circulation of 27,596 per year and readership of 263,000 per year.	February 2013 Issue	OCRT,	Article on NZ 10 Great Rides. Mentions the OCRT with brief facts and figures of the trail. Article focused on north island trails. Under recommended rides mentions Clutha Gold & OCRT.
NON ASSISTED	RV Travel Lifestyle Magazine	Sara Keen	This magazine was established in 1972. It is a bi-monthly magazine.	March/April 2013 - Issue 39	Cromwell Visitor Centre, Camp grounds Cromwell and Bannockburn, Where to get Freedom camping information.	Article on the history of Bendigo and gold mining relics in the area.
TCO ASSIST	RV Travel Lifestyle Magazine	Jacqui Madelin	This magazine was established in 1972. It is a bi-monthly magazine.	Nov/Dec 2012 Issue 37	Felton Road Vineyard	Article about DOC loop walks around the Bannockburn area.
TCO ASSIST	Simply You	Jo Burzynska	Readership 108,000, circulation 28,211. Personal style and stylish living magazine.	Nov-11	?	Article was published but copy never received.

TCO ASSIST	travelnewzealand magazine.com	Gary Cody		2013	Pisa Range Lake Resort, The Moorings Restaurant, Cromwell Heritage Precinct, Mt Difficulty, Akarua, Pinot Thyme Tours, Bald Hills, Alan Waters, OCRT.	A couple spend a few days in Cromwell. Staying at the Pisa Range Lake Resort, dining at the Moorings, Exploring Cromwell heritage precinct. The fruit available in the area. The next day on a wine tour with Pinot Thyme Tours they discuss the virtues of various Central Otago vineyards visited.
TCO ASSIST	NZ Herald	Pamela Wade	NZ Herald - Auckland based newspaper with circulation of 170,677 in 2010		OCRT, Muddy Creek Café, Shebikesheebikes,	Article about a horse/bike ride on the OCRT. A half day 12km amble from Chatto Creek to Omakau. Describes the journey of what you can see along the trail. Has lunch at the Muddy Creek café. Exchanges the horse for a bike after lunch.
TCO ASSIST	Australia & NZ	James Hacon		Mar-13	OCRT, Hayes Engineering, Altitude Adventures, Wedderburn Cottages, Maniototo Curling, Kokonga Lodge, Olivers, Clutha River Cruises.	Brief description of the early goldfields in Central Otago leading later to the construction of the OCRT. Mentions local historic sites to see, fruit, wine. Experience of the OCRT from Omakau to Hyde.
TCO ASSIST	NZ Herald Newspaper	Pamela Wade	NZ Herald - Auckland based newspaper with circulation of	5-Feb-13	OCRT, Muddy Creek Café, Shebikesheebikes,	Article about a horse/bike ride on the OCRT. A half day 12km amble from Chatto Creek to Omakau. Describes the journey of what you can see along the trail. Has lunch at the Muddy Creek café. Exchanges the horse for a bike after lunch.
TCO ASSIST	nzherald.co.nz	Pamela Wade	170,677 in 2010	5-Feb-13	OCRT, Muddy Creek Café, Shebikesheebikes,	Article about a horse/bike ride on the OCRT. A half day 12km amble from Chatto Creek to Omakau. Describes the journey of what you can see along the trail. Has lunch at the Muddy Creek café. Exchanges the horse for a bike after lunch.
TCO ASSIST	Sunday Star Times - Escape supplement	John Corbett	This is a weekly paper with a circulation of 256,000.	3-Feb-13	Feast, Central Gateway Motel, Bald Hills, Akarua, Carrick Wines, Mt Difficulty	Article about a 3 day experience of wine & food in Central Otago.



TCO ASSIST	North & South	Mike White	North & South Magazine - circulation of 27,596 per year and readership of 263,000 per year.	November 2012 Issue	Vulcan Hotel, Coombes Cottage, Lombardy Cottage,	Article focuses on the St Bathans area. Its history and local characters.
TCO ASSIST	The Press, Christchurch	Jeff Kavanagh	This newspaper has a circulation of 81,017 in 2010.	25-Feb-13	Altitude Adventures, Clyde Golf Club	Article about Jeff's experience with a guided tour of the Old Man Range with Altitude Adventures.
TCO ASSIST	Insider Guide 2012-13	Central Otago ?	This Magazine is produced by Rex & Melanie Eade.	2012-13	Central Stories, Chatto Creek Tavern, Cromwell Heritage Precinct, Danseys Pass Coach Inn, Dunstan Hotel, Dunstan House Clyde, Goldfields Mining Centre, Hartley Arms Backpackers, Maniototo Curling, OCRT. Vulcan Hotel	Article detailing info about Central Otago, Must Do's and individual towns in Central Otago
TCO ASSIST	Duetschland Radio	Ulli Weissbach & Ulrike Stephan	Pacifica Productions Ltd, Auckland	16-21 March 2013		

TNZ IMP		China Southern Airlines Media List: Mr Lu Qing - Editor - Sanlian Weekly, Mr Sun Weiye - Beijing Times - Travel Weekly Chief Editor, Mr Li Cun - New Express Daily - Reporter, Mr Yin Hengyi - Director Media Dept - Information Times, Mr Chen Meng - Freelance - U Weekly & Southern Metro Daily, Ms Feng Lujing - Editor - Gateway	Sanlian Life Weekly - 365,000, Beijing Times - 680,000, New Express Daily - 1,1120,000, Information Times - 100,000, U Weekly & Southern Metro Daily - NA, Gateway - 280,000	22 June-1 July 2012		
TNZ IMP	Sydney Morning Herald	Caroline Gladstone		10-Jun-12	Olivers, OC Rail Trail, Clutha River Cruises	Brief online article with history of Clyde and goldrush, Detailing Olivers building, cycling the OCRT
TNZ IMP	cruisepassenger.com.au	Caroline Gladstone		2012	Mt Difficulty, Northburn Stn, Cromwell Heritage Precinct, OCRT	Mentions CO in stopover ports in NZ. Highlights of the region the heritage, wineries.
TNZ IMP	The Hindu	Kunal Kapoor/Neeti Sarkar	The Hindu Newspaper is based in Southern India and is the most read English daily and third largest English newspaper nationally.	20 January 2013, Article published 12 March 2013	Mentions Cromwell.	Short article about his visit to NZ and sampling NZ food and wine.

TNZ IMP	thehindu.com	Kunal Kapoor/Neeti Sarkar	The Hindu Newspaper is based in Southern India and is the most read English daily and third largest English newspaper nationally.	20 January 2013, Article published 12 March 2013	Mentions Cromwell.	Short article about his visit to NZ and sampling NZ food and wine.
TNZ IMP	Fodors.com/ Shermanstravel.com	Elissa Richard/John Garay	USA online travel website with circulation of 643,072 unique users per month.	3-13 February 2013	DOC, Funny French Cars,	Article about hiring campervan and tripping around South Island, with mention of Funny French Cars and Central Otago Pinot Noir.
TNZ IMP	Cloverdalereporter.com	Ursula Maxwell-Lewis American Travel Writers Assn		12-15 November 2011	Clutha River Cruises	Short Article about goldmining history in Roxburgh Gorge and also the Cromwell area as well. Mention of wine.
TNZ IMP	Die Zeit (German)	Wolfgang Hanisch	National Weekly newspaper in Germany	21-25 March 2013	Otago Central Rail Trail, BlackRidge winery, Pitches, Ophir, Brian Turner, Wedderburn Cottages, Trail Journeys, Hyde Hotel	Describe the journalists trip on the Otago Central Rail trail Clyde to Middlemarch, Describes wine and that south is the best place for wine to grown. History of the railway and the trail. Ability to meet people who gave him the opportunity to experience the local way of life. Key messages of fun, popular and accessible.
TNZ IMP	International Traveller	Flip Byrnes	International Traveller Magazine is an Australian Magazine. This is the first issue of this magazine.	Winter 2012		Article from an Australian, Flip Byrnes encouraging Australian skiers to come to NZ to ski. Focusing on Queenstown, Wanaka and Mt Hutt skifields
TCO ASSIST	Southland Times/Stuff.co.nz	Pamela Wade		31-May-13	Hayes Engineering	Article about the history and inventions of Ernest Hayes of Hayes Engineering
TCO ASSIST	RV Travel Lifestyle Magazine	Herb Christophers	Magazine targeting motorhome, caravan and lifestyle travellers.	Autumn 2013	Otago Central Rail Trail, Trail Journeys, Maniototo Curling Intl	Otago Central Rail Trail, Trail Journeys, Maniototo Curling Intl

# PLANNING and environment

planning civil defence  
rural fire building control  
liquor licensing dog control and registration  
environmental health



# Planning & Environment

## OUR SPACE

Planning and Environment encompasses the following activities:

- Resource Management
- Building Control
- Environmental Health
- Liquor Licensing
- Dog Control and Registration
- Rural Fire
- Emergency Management

All planning and environment activities contribute to all three of our community outcomes.



accordance with Resource Management regulations a discount of \$22.77 (3%) was paid to the consent holder.

This was disappointing and is the first time we have been in a position where a discount has been paid since the regulations were introduced in 2010. During this quarter we have experienced significant reductions in staffing levels due a delay between a staff member leaving and a new person being appointed and other staff member absences which significantly reduced capacity. We have now appointed a replacement and are again fully staffed.

## Number of Resource Consents Received

The trend line for resource consents received since 2008 still indicates a generally upward trend from the middle of 2011 (refer to chart "Resource Consent applications since 2008"), and continues to rise.

*Note: A total of 81 Resource Consent applications were received in this period.*

## Resource Management

### Number of Resource Consents Processed

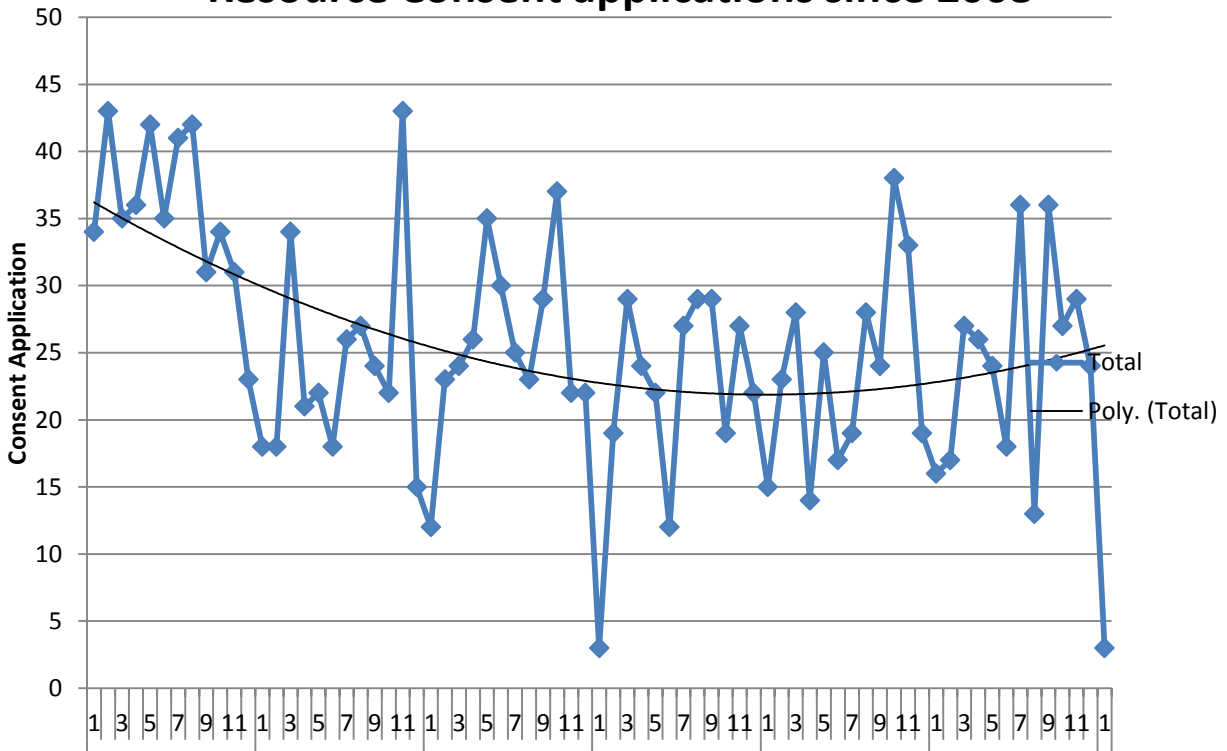
In the period 1 October – 31 December 2013 a total of 78 resource consents were processed, which is an increase of 10% on the last quarter and a decrease of approximately 12% on the same quarter in 2012. The consents issued during this period were as follows:

Non-notified delegated authority	71
Non-notified to hearing	1
Limited Notified (to hearing)	2
Publicly Notified (to hearing)	4

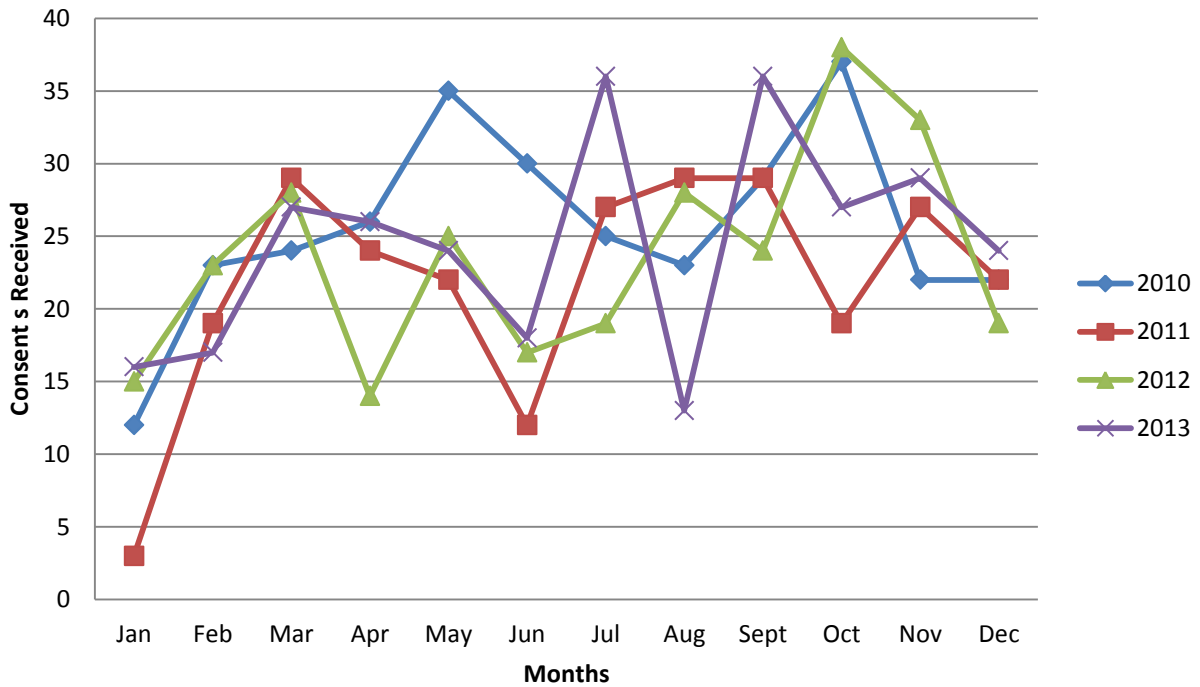
### Delegated Authority Decision Processing Times

Of the 71 delegated authority decisions notified 98.6% were processed within statutory time frames. One consent was three days over the allowed processing time of twenty working days and in

### Resource Consent applications since 2008



### RC received per month from 2010



# Liquor Licensing

On 6 January 2014 the District Licensing Committee convened its first meeting to consider two Temporary Authority applications. Although it was a learning experience for all involved, the collective knowledge of the selected committee members was such that the inaugural meeting was run in an efficient and effective manner.

As all unopposed Licence applications can be considered by the chairman alone, we have initiated weekly meetings with the Chair to consider and determine unopposed applications. Initial estimates indicate that the increase in fees to the maximums set by Government is likely to exceed Council's processing costs for most applications. therefore Council will receive a report recommending that the default fees set by government be scaled back.

The Draft Local Alcohol Policy has been developed in consultation with Police, Public Health South and key industry stake holders. This was advertised in mid December 2013 and is open for public submissions until 6 February. Building Control

In terms of statutory processing time frames the average processing time for the quarter was 7 working days, well within the statutory requirement of 20 working days. 100% of all consents issued were issued within statutory timeframes.

## Employment

During this period we have employed three new Building Control Officers to replace existing staff who resigned. This will allow us to continue to provide a level of flexibility during periods of staff illness, annual leave, training requirements and unpredictable fluctuations of Building Consent activity in the future.

# Building Control

## Number of Building Consents Processed and Value of Building Work

In the period 1 October to 31 December 2013 a total of 177 Building Consents were issued at a value of \$21,211,567.

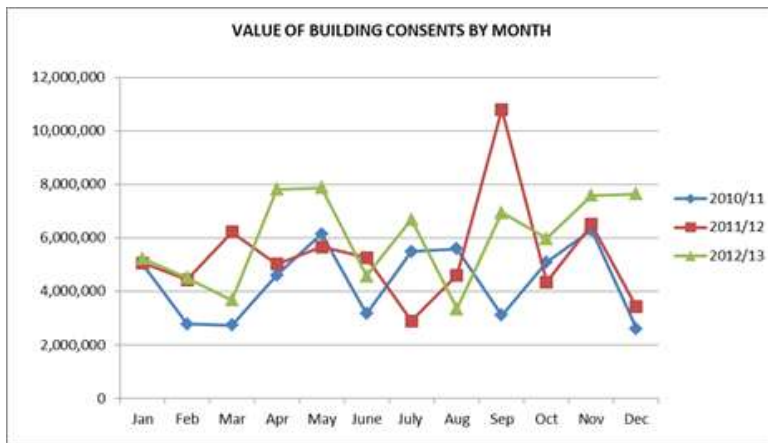
An analysis of trends in building consent numbers and their values indicates that the number of consents received in this quarter was up 27% and the value had an increase of 48% when compared to the same period last year.

## Processing Times

The attached Winchart indicates that the end to end processing times for building consents was an average processing time of 17.2 customer days (not statutory processing days)

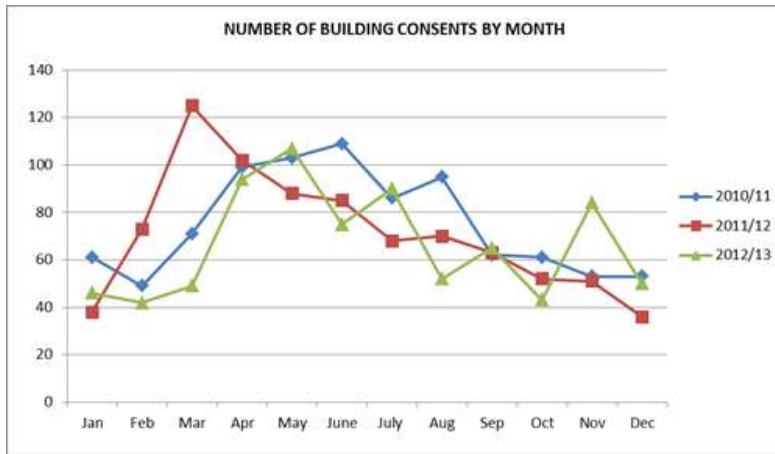
Note: *The end to end times shown on the Winchart provides a quarterly average processing time in customer days (including weekends).*

<b>Building Consents – By Value</b>			
	<b>2010/11</b>	<b>2011/12</b>	<b>2012/13</b>
January	5,050,299	5,071,434	5,236,743
February	2,789,191	4,434,537	4,505,860
March	2,738,515	6,226,677	3,677,700
April	4,615,803	5,021,650	7,818,436
May	6,145,649	5,665,584	7,881,058
June	3,169,105	5,261,999	4,574,213
July	5,499,700	2,901,041	6,689,217
August	5,587,443	4,614,470	3,355,377
September	3,105,176	10,800,064	6,944,115
October	5,097,936	4,358,637	5,974,252
November	6,298,967	6,505,975	7,594,899
December	2,609,920	3,419,300	7,642,416
<b>Total</b>	<b>52,707,704</b>	<b>64,281,368</b>	<b>71,894,286</b>
Increase from last year		22%	12%



<b>Building Consents – By Number</b>			
	<b>2010/11</b>	<b>2011/12</b>	<b>2012/13</b>
January	61	38	46
February	49	73	42
March	71	125	49
April	99	102	94
May	103	88	107
June	109	85	75
July	86	68	90
August	95	70	52
September	62	63	65
October	61	52	43
November	53	51	84
December	53	36	50
<b>Total</b>	<b>902</b>	<b>851</b>	<b>797</b>





<b>Alexandra Ward</b>		
Agricultural - New farm shed	1	18,000
Commercial - Education/childcare facilities - additions and alterations	1	301,927
Commercial - Other	3	372,500
Residential - New Dwelling	4	1,393,647
Residential - Dwelling alteration (internal only)	6	52,550
Residential - Dwelling additions and alterations	2	28,000
Residential - New garage	1	19,600
Residential - New garden shed / glass-house	1	15,000
Residential - Heating appliance	8	38,000
Residential - Solar water heating	1	5,000
	28	2,244,224
Year to date (from 1 July)	71	5,401,525

<b>Cromwell Ward</b>		
Agricultural - New farm shed	6	121,100
Agricultural - Other	2	60,000
Commercial - Retail/cafe/restaurant/bar - additions and alterations	1	3,000
Commercial - New warehouse/showroom/offices	1	680,000
Commercial - Warehouse/showroom/offices - additions and alterations	1	20,000
Commercial - Community building (eg. church/clubrooms/toilet	1	22,400
Commercial - Marquee	2	20,000
Commercial - Other	11	602,500
Residential - New Dwelling	23	8,757,443
Residential - Dwelling alteration (internal only)	8	109,750
Residential - Dwelling additions and alterations	6	410,200
Residential - New units (multi-unit)	1	480,000
Residential - Relocate dwelling on to site (site-works)	4	125,900
Residential - New garage	10	197,572
Residential - New carport	2	16,700
Residential - New sleep-out	1	54,260
Residential - New garage/sleep-out	3	132,000
Residential - Pool / spa pool	1	10,000
Residential - Heating appliance	4	18,000
	88	11,840,825
Year to date (from 1 July)	191	21,633,674

<b>Earnsclough Ward</b>		
Agricultural - New farm shed	6	145,260
Commercial - Other	1	100,450
Residential - New Dwelling	8	3,192,257
Residential - Dwelling alteration (internal only)	4	147,000
Residential - Dwelling additions and alterations	3	103,200
Residential - New garage	3	37,990
Residential - New sleep-out	1	15,000
Residential - Pool / spa pool	1	19,800
Residential - Heating appliance	1	5,000
	28	3765,957
Year to date (from 1 July)	48	5,037,760

<b>Maniototo Ward</b>		
Agricultural - New farm shed	3	206,170
Agricultural - Other	1	154,000
Commercial - Retail/cafe/restaurant/bar - additions and alterations	1	110,000
Commercial - New motel/hotel/accommodation building	1	1,000
Commercial - Motel/hotel/accommodation building - additions	1	1,000
Residential - New Dwelling	2	693,000
Residential - Dwelling alteration (internal only)	1	5,000
Residential - Dwelling additions and alterations	1	5,000
Residential - Relocate dwelling on to site (site-works)	2	100,000
Residential - Outbuilding alterations	1	5,000
Residential - Outbuilding relocated off site	1	5,000
Residential - Heating appliance	1	2,000
	16	1287170
Year to date (from 1 July)	33	2,930,026

<b>Manuherikia Ward</b>		
Agricultural - New farm shed	1	18,000
Commercial - Education/childcare facilities - additions and alterations	1	172,000
Commercial - Other	2	344,050
Residential - New Dwelling	4	1,298,691
Residential - New garage	1	17,350
	9	1,850,091
Year to date (from 1 July)	19	2,886,491

<b>Roxburgh Ward</b>		
Agricultural - New farm shed	1	36,000
Commercial - Other	1	9,800
Residential - Dwelling alteration (internal only)	3	165,000
Residential - Heating appliance	3	12,500
	8	223,300
Year to date (from 1 July)	22	850,800

Summary of Building Consent Statistics		
Alexandra	28	2,244,224
Cromwell	88	11,840,825
Earnsclough	28	3,765,957
Maniototo	16	1,287,170
Manuherikia	9	1,850,091
Roxburgh	8	223,300
	177	21,211,567
Year to date (from 1 July)	384	38,200,276

Analysis for Month		
Agricultural - New farm shed	18	544,530
Agricultural - Other	3	214,000
Commercial - Retail/cafe/restaurant/bar - additions and alterations	2	113,000
Commercial - New warehouse/showroom/offices	1	680,000
Commercial - Warehouse/showroom/offices - additions and alterations	1	20,000
Commercial - Education/childcare facilities - additions and alterations	2	473,927
Commercial - New motel/hotel/accommodation building	1	1,000
Commercial - Motel/hotel/accommodation building - additions	1	1,000
Commercial - Community building (eg. church/clubrooms/toilet	1	22,400
Commercial - Marquee	2	20,000
Commercial - Other	18	1,429,300
Residential - New Dwelling	41	15,335,038
Residential - Dwelling alteration (internal only)	22	479,300
Residential - Dwelling additions and alterations	12	546,400
Residential - New units (multi-unit)	1	480,000
Residential - Relocate dwelling on to site (site-works)	6	225,900
Residential - New garage	15	272,512
Residential - New carport	2	16,700
Residential - New sleep-out	2	69,260
Residential - New garage/sleep-out	3	132,000
Residential - Outbuilding alterations	1	5,000
Residential - Outbuilding relocated off site	1	5,000
Residential - New garden shed / glass-house	1	15,000
Residential - Pool / spa pool	2	29,800
Residential - Heating appliance	17	75,500
Residential - Solar water heating	1	5,000
	177	212,11,567

# Rural Fire

A restricted fire season was implemented from midnight Friday 6 December 2013.

Notification of rural fires for this period:

Date	Location	Cause	Fire Type	Brigade	Time
07.10.13	Lindis Pass/Tarras Road, Lindis Pass	Unknown	Vegetation	Luggate FB, RWT Tarras RFB, RWT	1 hour 10 mins
17.10.13	Fraser Dam Road, Earnsclough	Power Lines Arcing	Grass & Willow Trees	Alexandra FB Dunstan RFB, RWT	1 hour
17.10.13	Mitchell Street, Ranfurly. Urban	Unknown at this stage	Structure	Ranfurly & Naseby FB Ranfurly RFA, RWT	1 hour 20 mins
17.10.13	State Highway 8-Goodger Road, Lindis Pass. DOC	Controlled Burn, good intentions	Vegetation	Luggate FB Tarras RFA, RWT	45 mins
18.10.13	Ettrick Raes Junction Road, Millers Flat	Power Lines in Trees/Wilding Pines	Vegetation	Roxburgh & Millers Flat FB Ettrick RFA	2 hours
25.10.13	Conroys Road, Earnsclough. DOC	Power Lines Flashing	Vegetation	Alexandra FB Dunstan RFB, RWT	35 mins
12.11.13	Roxburgh East Road, Roxburgh. DOC	Controlled Burn, no action	Vegetation	Roxburgh FB Millers Flat & Ettrick RFB	25 mins
12.11.13	Oliver Road, Bendigo. DOC	Possibly a birds nest in engine compartment in a tractor	Tractor & Vegetation	Cromwell FB Tarras RWT	1 hour 55 mins
15.11.13	Dunstan Road, Alexandra. DOC	Bark from portable grinder	Vegetation	Alexandra FB Dunstan RWT	50 mins
17.11.13	Clarks Road, Mt Pisa	Rubbish Fire	Rubbish	Cromwell FB	25 mins
21.11.13	Ettrick Raes Junction, Island Block.	MVA	Rescue	Roxburgh, Millers Flat & Ettrick RFB	50 mins
2.11.13	Dunstan Road, Alexandra. DOC	Suspicious	Vegetation	Alexandra & Clyde FB Dunstan RFA, RWT, PRFO on site	1 hour 25 mins
23.11.13	Goff Road, Ranfurly, Urban	Out of control fire	Vegetation	Ranfurly FB Ranfurly RWT	1 hour
23.11.13	Dunorling Street, Alexandra	Campers	Camp Fire	Alexandra FB Dunstan RWT	20 mins

Date	Location	Cause	Fire Type	Brigade	Time
27.11.13	Drumglass Street, Ranfurly. DOC	Unknown probably hot ashes	Green Waste Dump	Ranfurly FB Ranfurly RWT	45 mins
01.12.13	Lindis Pass Road, Lindis Valley.	Under Investigation	Vegetation	Omarama FB Omarama RFB Luggate FB, RWT, Tarras RWT 3 Helicopters, PRFO & DOC on site	8 hours 15 mins
02.12.13	White Road, Omakau	Mower Blade hitting rocks	Vegetation	Omakau & Alexandra FB, Blackstone RFA Dunstan RWT	40 mins
03.12.13	Domain Road, Ettrick. Urban	Heated up by sun	Gas Bottle Bulging	Roxburgh & Millers Flat FB Ettrick RFA	35 mins
04.12.13	Cnr Cemetery Road and Ardgour Road, Tarras	Controlled burn out of Control	Vegetation	Tarras RFA, RWT	50 mins
05.12.13	Huddleston Road, Omakau. DOC	Mower blade hitting rocks	Vegetation	Omakau & Alexandra FB Blackstone RFA Dunstan RWT	45 mins
08.12.13	Quartzville Road, Bannockburn	Permitted fire, no action, good intentions	Vegetation	Cromwell FB Dunstan & Tarras RWT	15 mins
10.12.13	Cairnmuir Road, Bannockburn. DOC	Unknown	Vegetation	Cromwell FB & Tarras RWT	1 hour
17.12.13	Roxburgh East Road, Roxburgh	Out of control fire.	Fallen Trees	Roxburgh FB Ettrick RFB	1 hour 30 mins
19.12.13	Fruitlands Roxburgh Road, Coal Creek	No permit	Vegetation	Roxburgh FB Ettrick RFB	20 mins
20.12.13	Allison Lane, Gimmerburn	Fire escaped from Offal Pit	Rubbish and Grass	Ranfurly FB RFA , RWT	45 mins
20.12.13	Ranfurly Naseby Road, Naseby	Power Transformer Arcing	Vegetation	Naseby FB Ranfurly RFA	45 mins
21.12.13	Lauder and Omakau Road, Omakau. Urban	Power Lines Arcing	Vegetation	Omakau FB Blackstone RFB Dunstan RWT	1 hour 15 mins
27.12.13	State Highway 8, Bendigo. DOC	Unknown	Vegetation	Cromwell & Luggate FB, Tarras RFA, RWT	35 mins

27.12.13	Fruitlands Roxburgh Road, Coal Creek DOC	Under Investigation	Hay Barn plus Hay	Roxburgh Millers Flat FB Ettrick RFA Dunstan RWT Lawrence RWT	4 hours 40 mins
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FB – Fire Brigade

RWT – Rural Water Tanker

RFA – Rural Fire Appliance

RFB – Rural Fire Brigade

PRFO – Principal Rural Fire Officer

DOC – Department of Conservation

### Enlarged Otago Rural Fire Authority

All six Otago Rural Fire Authorities have agreed to join forces and amalgamate into a single enlarged Otago rural fire authority. The National Rural Fire Authority is considering the Otago amalgamation proposal and has publically notified it. A final decision on amalgamation is expected in March 2014. Assuming the amalgamation proceeds, the go live date for the new enlarged fire authority is 1 July 2014.

# GOVERNANCE and corporate services

communication  
administration buildings



# Governance

## OUR SPACE

The governance activity is at the forefront of everything we do. While the Council provides many different services, it is the governance activity that supports elected members to be effective and responsible decision-makers. This activity facilitates and supports Council and community boards, ensures agendas are published and available to the public and runs local body elections every three years.

The governance activity contributes indirectly to all three main community outcomes.



## Elections

In October 2013 Council processed in-house votes for Central Otago and Queenstown Lakes District councils.

Central Otago District Council had 7200 voting documents returned including 56 Special Votes, at a 51% return rate. With eight contested elections for 2013, we had up to eight staff over the three-week voting period opening and counting all votes twice.

There were a further 8627 voting papers processed for Queenstown Lakes District Council.

Due to insufficient candidates for the Teviot Valley Community Board, there was a by-election between two candidates held on 11 February 2014.

Jenna Stevens won the election with 344 votes of the 508 cast and will become the youngest elected member in the board's history at 28 years of age.



# Corporate Services

## OUR SPACE

The corporate services activities provide both direct and indirect support across the organisation that allows Council to function efficiently and effectively. The corporate services activity contributes indirectly to all three main community outcomes.



## Council Website

Our new Council Website was launched in September. In the quarter from October-December 2013 the site received 8609 unique visitors and 61,960 page views. Almost 50% were new visitors to the site. We will continue to monitor and analyse statistics such as visitor flow through the site, in tandem with feedback received, to improve the website experience for our users.

Preparations were also made prior to Christmas for the launch in the new year of a Council Facebook page [www.facebook.com/centralotagodistrictcouncil](http://www.facebook.com/centralotagodistrictcouncil).