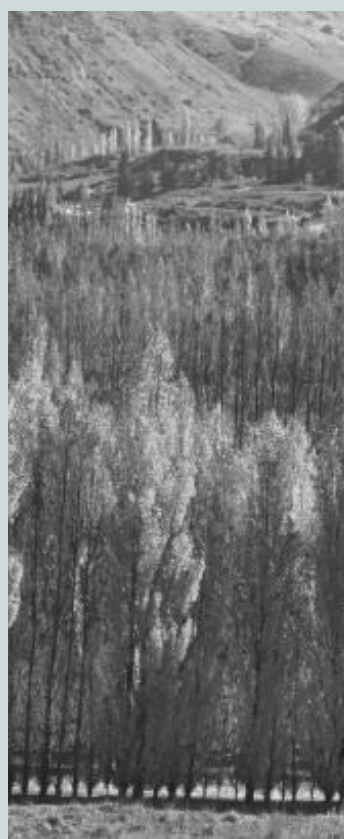


January to March 2014

# 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

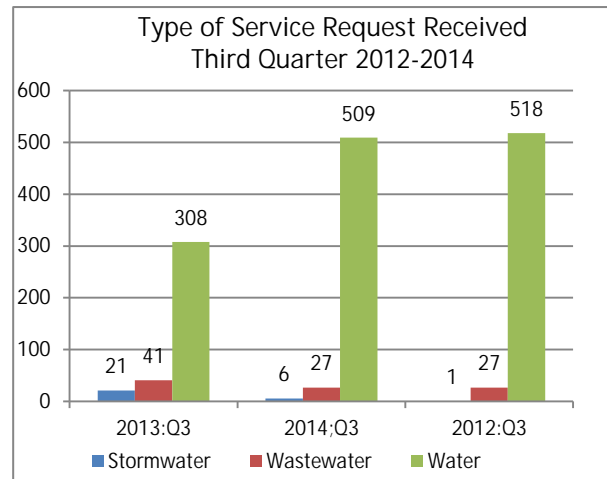
Capital works programme delivery is running significantly behind budget for this time of year. This is largely due to planning and resourcing issues and partially to the late commencement of the maintenance contract, which started 1 October 2013. Budgets have been adjusted to recognise the projects that will not be completed in the 2013/14 financial year.

### 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.



### Water Services Maintenance Contract

Fulton Hogan has now completed six months of the new contract. No accidents have been reported in this time. This result reflects the safety culture in which they operate.

The contract is going well and improvements have steadily been implemented as the opportunities present themselves.

### Three Waters Strategy

The development of a 3 Waters Strategy and prioritised programme of projects continues for the 30 year capital work plan. Central Government has required each local authority to produce a 30 year Infrastructure plan as part of the next Long Term Plan (LTP). A project prioritisation tool has been developed to assist with this which is currently being tweaked and is developing well. Project timing will be developed further in conjunction with LTP.

### Community Engagement

Staff visited the Alexandra Cub group to talk about water and how a town like Alexandra, Clyde and Omakau get their drinking water. The Cub group then went on to construct their own filters for cleaning water suitable to drink.

As part of the Alexandra Water Consultation process, staff were asked to present the issues facing the town

to Dunstan High School's Year 11 Geography class. The students have been given an assignment to investigate the issues that face the Alexandra community.

#### Local Government New Zealand

Staff completed a Local Government New Zealand national benchmarking survey for 3 Water Services. This will provide a snapshot to the Government on the condition, cost and size of the schemes in the country.

Outcomes from this survey will be presented when they become available.

#### A&P Shows

Omakau, Maniototo and Mt Benger A&P Shows – The Water Services Team attended all three shows and promoted the options of greywater reuse, rainwater collection and low water gardening. Information is available on our website.



#### Reticulation Renewals

A contract was awarded on 5 February 2014 to Benchmark Construction Ltd for the reticulation renewals in Clyde, Alexandra and stormwater renewals in Ranfurly. Physical works commenced in March 2014.

##### Clyde

- Blyth St (Whitby Street to Fraser Street has been completed).



Blyth St, existing valve and bend held in place by a steel plate, suspected of being part of a grader blade (middle top of photo). Old valve and pipework removed as part of renewals work.

While excavating for the new pipe line to be laid, the contractor encountered a number of larger boulders that had to be removed before the work could be completed.

The following renewals are planned to be completed in final quarter 2013/2014

##### Alexandra

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

#### Reticulation Renewals (other)

Fulton Hogan has been allocated a small number of reticulation renewals. These works are planned to be undertaken in the final quarter.

The current renewal works are due to start and include:

##### Naseby

- Lua Street water main.

##### Alexandra

- Aronui Road sewer main (in road between No's 29-33 due to start April 2014).
- Bridge Hill water rising main.

##### Ranfurly

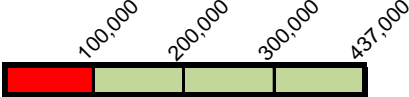

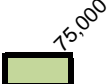
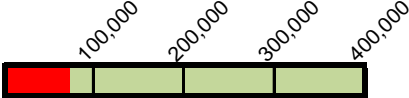
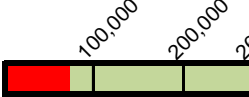
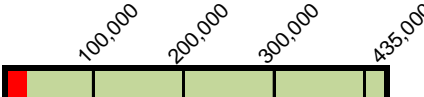
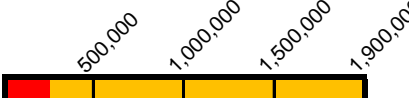
- Caulfield Street water main and rider main renewals.

#### Dunorling Street Wastewater Pump Station – Controls Upgrade

As the estimated cost of the upgrade was in the region of \$100,000 this work was put out for tender/quotation in March. These have been received and the work is planned to be completed by end of this financial year.

# Projects & Operations

## WASTEWATER CAPITAL WORKS PROGRAMME 2013-2014

Project	Budgets 2013-2014	Comment
District Wide Minor Renewals - Non Pipe Renewals & Condition Assessment.		Maintenance contractor is undertaking the minor capex work but is behind schedule for time of year.
Alexandra Sludge Processing Upgrade		Long term disposal or reuse strategy options for sludge required, no progress this quarter. Budget will not be spent.
Ranurly Resource Consent Renewal of Discharge Permit		Investigation reported to 3 Waters Infrastructure Committee with an agreed project plan.
District Wide Reticulation Renewals Programme		Tenders close for district wide renewals 28/1/2014. Blyth St Clyde completed, Killarney St Alexandra in progress.
Cromwell Resource Consent Renewal of Discharge Permit		All hearing costs are paid. Planning for Landscape work is almost complete and soon to be tendered.
Alexandra Resource Consent Renewal-Construction of Ultraviolet Treatment Plant.		Tender for UV equipment supply, completion 1 February 2015. Budget appears sufficient at this early stage.
<b>Overall Wastewater Projects Expenditure at 13% spent for 75% time of year</b>		Progress continues to fall behind expenditure for time of year. Budgets will not be fully spent due to project planning and resourcing issues.



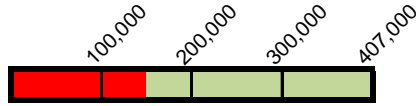
# WATER SUPPLY CAPITAL WORKS PROGRAMME 2013-2014

**Project**

**Budgets 2013-2014**

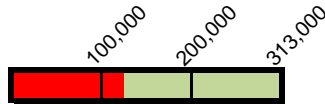
**Comment**

District Wide Minor Renewals -  
Tobies, Non Pipe Renewals,  
Valves & Hydrants



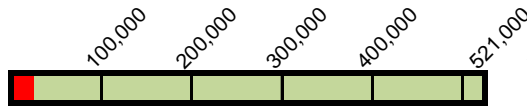
Council maintenance contractor has commenced a number of minor capex projects.

Condition Assessment,  
Demand Management,  
Prepare 5 PHRMP's



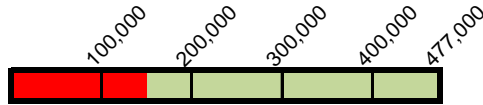
Work underway on PHRMP preparation, demand management. Condition assessment underway.

Alexandra Water Treatment  
Investigations - Finalise  
investigation and public  
consultation



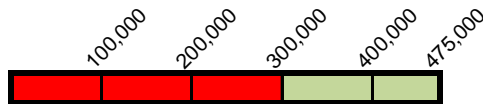
Full budget is not going to be required to complete consultation phase. Consultation stage commences early 2014

District Wide Reticulation  
Renewals Programme



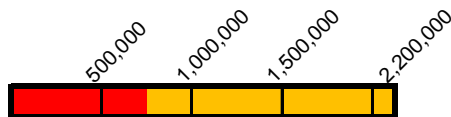
Scoping and Design phase complete, physical works commenced however behind budget for time of year due to resourcing issues. Budget won't be fully spent.

Irrigation Projects, Molyneux  
Park and Clyde Rec Reserve



Main contract complete however the bowling club tank are yet to be installed.

**Overall Water Supply  
Projects Expenditure at 34%  
spent for 75% time of year**



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 151m <sup>3</sup> per connection for this quarter with a comparison of 201m <sup>3</sup> for the same period last year.  The total for this year is 354m <sup>3</sup> with a comparison of 424m <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 34% spent after the third 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 completed. The bowling club tanks are to be installed this quarter.
Number of requests for service received from customers	Number of service requests trending down from 900	268 service requests in this quarter with a comparison of 245 for the same period last year.  The total for this year is 632 with a comparison of 599 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	1 shutdown 10 hours Clyde 26/3/14 99.98% 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. None. None.
Water loss from the network as a result of system leakage	Water loss does not exceed 30% of winter night flow	Achieved.
Compliance with the microbiological criteria of the NZ Drinking Water Standards	Zero failed E-coli tests	Consumption is at 151m <sup>3</sup> per connection for this quarter with a comparison of 201m <sup>3</sup> for the same period last year.  The total for this year is 354m <sup>3</sup> with a comparison of 424m <sup>3</sup> for the same period last year.

## District

### Boil Water Notices

No Boil Water notices were issued in this period.

### Public Health Risk Management Plans

Draft risk management plans for five water supplies (Clyde, Cromwell, Omakau/Ophir, Ranfurly and Roxburgh) are almost ready to be submitted to the Ministry of Health. The plans are currently being finalised and once reviewed they will be presented to the respective community boards and the Three Waters Infrastructure Committee.

## Omakau/Ophir

Omakau/Ophir Water Working Party Meeting – a working group has been formed that includes the Water Services Manager, Deputy of the Three Waters Infrastructure Committee and three members of the Omakau/Ophir community. The group identified options available to the community to tackle the water issues that the supply faces. The inaugural

meeting covered the topics of the current plant issues through to possible source options and investigation leads. A site visit to a potential water source that was identified by the group has initiated further investigation. A pump draw down test will be undertaken to understand the suitability of this site for a drinking water source. The site is located in the hills behind Ophir township.

## Alexandra

### Alexandra Water Source

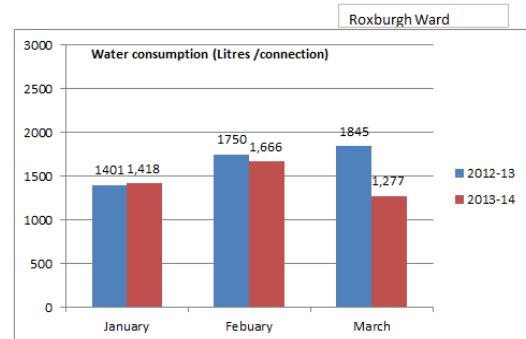
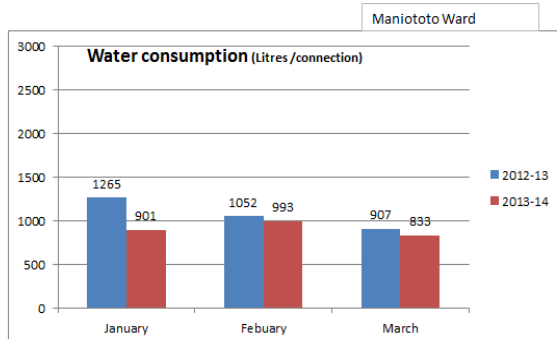
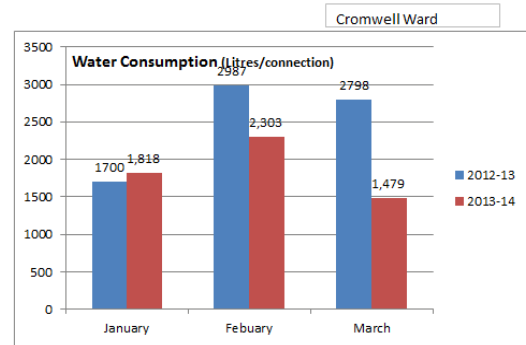
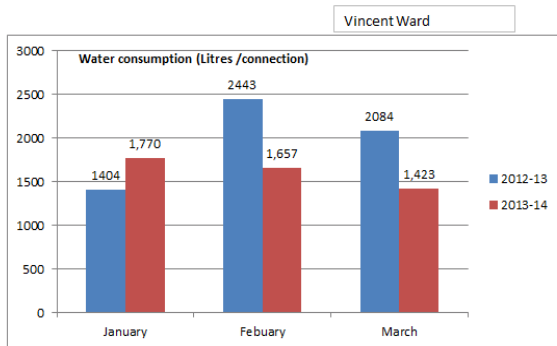
Council put background information about historic investigations, the issues and the options on its website as part of a preliminary consultation phase. We also produced a short video clip to promote the project and try and spark more community interest, prior to the consultation process, which commenced in March. A pleasing level of interest was shown by the community and a total of 255 submissions were received. The results of the submissions are being summarised for a formal report to the Three Waters Committee. There are 17 submitters who wish to speak at the 30 April meeting.



Part of the process also involved Councillors and staff engaging with the community outside New World, to answer questions from the public.

Staff also met the Alexandra Business Group to discuss the proposals and provide the group with information to aid them in their submissions.

### Water Consumption Figures January to March 2014



# Rainfall

Data supplied by Raineffects Limited

## March

Rainfall totals were generally well below average in this area. Total falls at the indicator sites (average monthly totals in brackets, percentage from average) included:

Lindis Crossing	N/A		
Cromwell	19.6mm	(39mm)	50%
Alexandra	21.9mm	(34.3mm)	36%
Hills Creek	21mm	(32mm)	34%
Merino Ridges	18.5mm	(30mm)	38%
Ranfurly	22.4mm	(38.5mm)	42%
Tima	52mm	(58.5mm)	11%

Significant falls included: on 1-3 March, Tima 36mm; and on 15 March, Cromwell 10.2mm.

# 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 13% spent in the third quarter.  Council received a 35-year resource consent for the Cromwell Wastewater Discharge. The new consent requires a significant improvement in discharge quality. The treatment upgrade completion date is 1 January 2019.
Number of requests for service received from customers	Number of service requests trending down from 100	23 service requests in the second quarter with a comparison of 17 for the same period last year.  The total for this year is 68 with a comparison of 53 for the same period last year.
Property hours affected by system blockages	Less than 0.5% experience sewer outages per year	0.4% in this quarter.
Sewage is managed without risk to public health	Frequency of blockages affecting a single property, no more than twice a year	1 in this quarter. The Caravan dump station suffered repeated blockages over the holiday period, caused by foreign objects being discharged into the line.

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 – Marshall Projects was successful in the tender process to provide UV equipment for the wastewater plant to meet its resource consent conditions. Planning is also underway for a bypass holding tank to enable adequate process control and UV treatment at peak flows.

## Cromwell Wastewater Resource Consent Renewal

Consultants MWH are preparing a specification for tender, to provide fencing and landscape mitigation work for the consent. A Registration of Interest document, to provide professional services for Cromwell design and construction upgrades, is being prepared. It will be ready for public release in the next reporting quarter.

## Wastewater Reticulation Renewals

Council’s Three Waters maintenance provider Fulton Hogan Central has completed the following reticulation renewal.

Alexandra:

- Ventry Street (Matau Street to 40 Ventry Street remedial work).

## Naseby Wastewater

A resource consent inspection done late last year highlighted an issue with the performance of the irrigation fields. The performance of these beds was below standard and a large ponded bog area developed in the front of them. The gravel beds were not being fully utilised down their full length. A small pipeline has been installed with holes to evenly distribute the effluent along the length of gravel bed. This has allowed the front section to be bypassed for drying out and cleaning. This evenly distributed effluent will also improve plant performance.

## Omakau Wastewater Plant

A trial aerator was successfully launched at Omakau Oxidation ponds before Easter. The design, construction and installation of the aerator was the main project carried out by the Water Services summer student. The pond quality was monitored and noticeable improvements to pond water quality were found. The dissolved oxygen levels in the pond were raised from 2 to 12mg/L and the ponds showed a significant decrease in sludge sitting on the surface. Options are being looked into to install power and an aerator to improve plant performance.





# 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 6% spent in the third 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.

## Major Projects

Tenders closed for the following reticulation extension on 28 January 2014. Physical work commenced in April 2014.

**Maniototo:** Northland Street stormwater extension comprising of 175m of 375mm diameter concrete pipework. Physical works are progressing with re-grading of three sewer laterals that are currently on the new stormwater pipe alignment. With the sewer laterals clear the stormwater main will be installed.

# 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 continue to track higher than last year, but lower than the previous three years.

Number of calls to 30 March:

2009/10	2010/11	2011/12	2012/13	2013/14
446	508	423	332	351

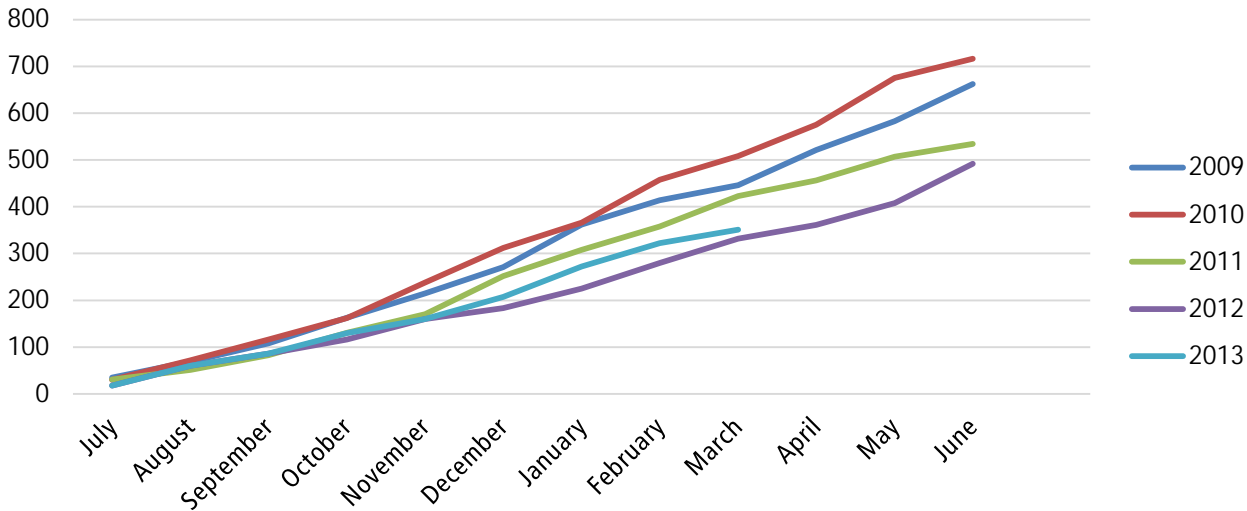
Compared to last year, there has been increased numbers of calls in the months of July, December and January. While there have been some months with decreased numbers of calls, the reduction in these months have not been enough to offset the months with increased calls.

An increase in the number of calls regarding gravel roads compared to the past two years is resulting in the total number of calls for 2013/14 sitting higher than in 2012/13. Further analysis of this is explained in the graphs below.

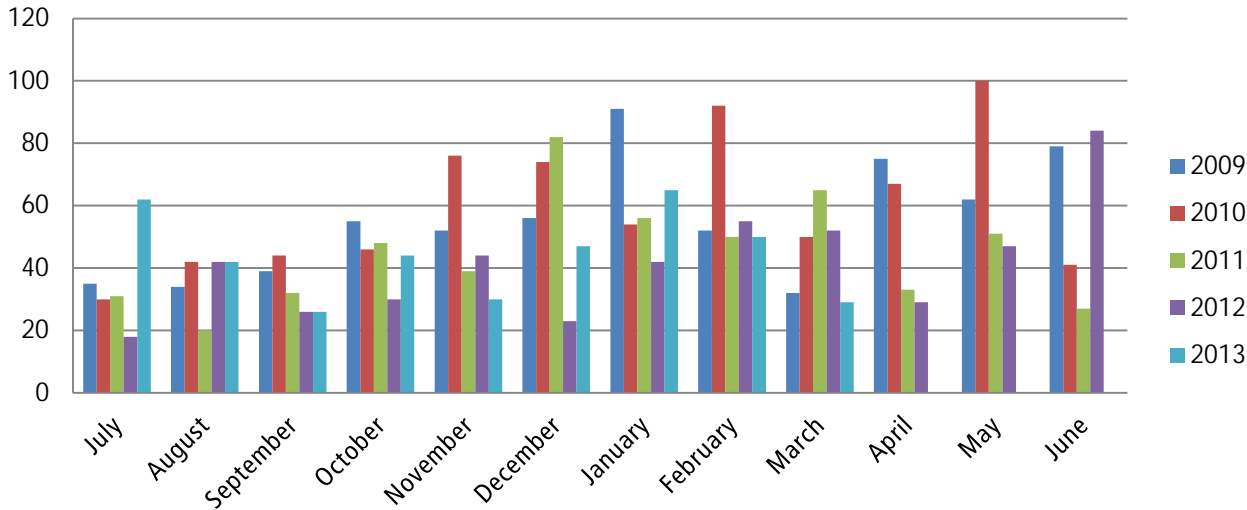
In order to address this we are reviewing the frequency of grading on the small number of roads that calls have been received about in the Cromwell and Earnsclough areas. The backlog of track grading is now largely addressed. Metalling of tracks will remain an issue until the level of service provided is considered and possibly changed in the next Long Term Plan.

The grading patches for the Manuherikia and Maniototo will be reviewed again to balance the workload across these more and enable the Maniototo grader to revisit the higher volume roads more frequently.

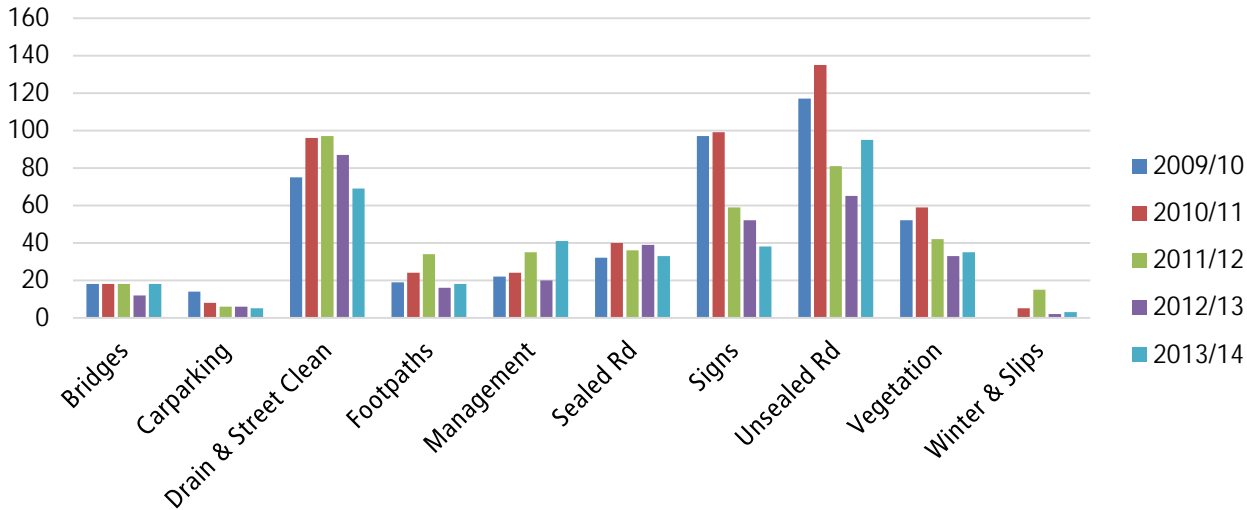
Cumulative Number of Public Calls per Annum



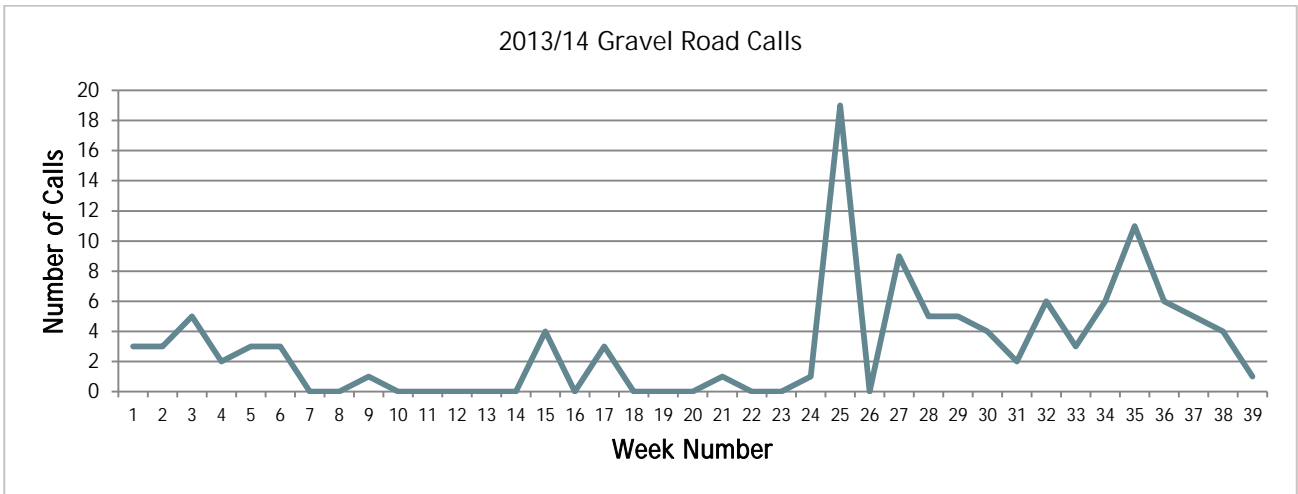
Comparison of Calls by Month



Calls by Type per Annum



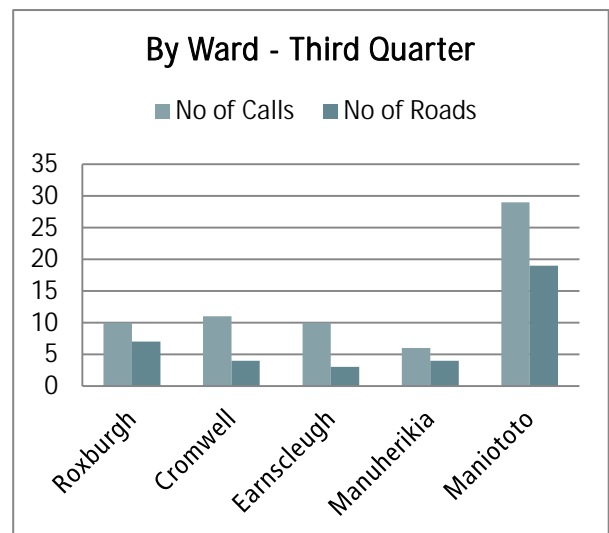
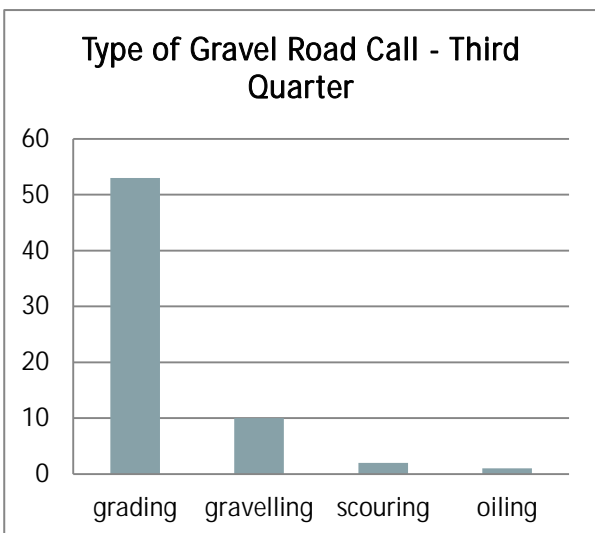
There was an increase in the number of gravel road calls received prior to Christmas as a result of late oiling. The increase in number of calls regarding gravel roads has also increased noticeably in the third quarter however when compared to the previous two quarters, as shown on the following graph.



An analysis of the nature of the gravel road calls during the third quarter identifies that these are largely requests for grading.

Most of the calls for metalling have been for three roads in the Maniototo (Danseys Pass Road, Ranfurly Back Road and Becker Road), which are high on the metalling list and will be metalling next once funding is available in the next financial year.

A larger number of calls have been received regarding roads in the Maniototo than for other wards. Where these have been for grading there has mostly been one call about a number of roads rather than large numbers of calls about a few roads. This is in contrast to the other wards where there are several calls regarding a small number of roads. The calls for the Teviot Valley ward have largely been related to grading and metalling of tracks.



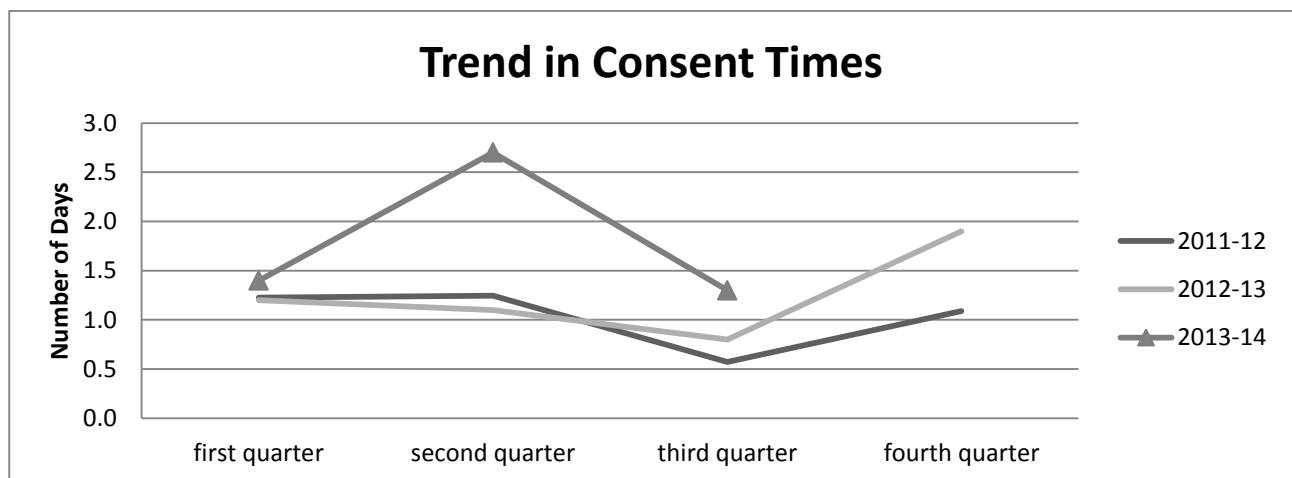
# Quick Response

The number of consents received for the year to date continues to trend upwards, with an increase of 11% compared to last year.

The average time taken to issue a consent during the second quarter was less than 1 day, down to 0.9 days, resulting in decrease in the average for the year to date of 1.3 days. Licenses to occupy road reserve, which are the most complex of all consents issues, are turned around in less than 8 working days on average.

	2011-12	2012-13	2013-14	Av time to issue during 2013/14
Traffic Management Plans	66	81	75	0.5
Road Opening Notices	81	87	103	0.8
License to occupy	4	5	17	7.8
Yard encroachment	2	5	2	2.5
Vehicle crossings	23	22	23	4.0
Generic Traffic Management Plans	11	8	15	2.1
Road Closures	5	10	8	
<b>Total</b>	<b>192</b>	<b>218</b>	<b>243</b>	<b>1.3</b>

Total Number of Consents – Year to Date





# 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.

For the second quarter of the 2013/14 financial year (October, November and December) there was one crash at the intersection of Ashmore Street and Blackmore Crescent involving a cyclist, which resulted

in one serious injury. There were two crashes on State Highways that resulted in two serious injuries. One of these crashes involved an unregistered quad bike on State Highway 8 near Tarras, and involved alcohol. The other crash involved a motorcycle losing control on a corner on the Lindis.

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

Comparison of Crash Statistics for the two quarters - 1 July – 31 December

Number of Crashes on Local Roads	2009/10	2010/11	2011/12	2012/13	2013/14
Serious	3	8	2	3	1
Fatal	0	1	0	0	0
Number of People Injured on Local Roads					
Serious	3	8	2	3	1
Fatal	0	1	0	0	0
Number of Crashes on All Roads (State Highways & Local Roads)					
Serious	9	8	5	10	4
Fatal	0	1	0	1	1
Number of People Injured on All Roads (State Highways & Local Roads)					
Serious	12	8	5	14	6
Fatal	0	1	0	2	1

## Work Planned for the Next Quarter

Significant progress has been made on the 2013/14 Renewals programme within the last quarter with most programmed renewal sites completed in late March. In mid-April we are reviewing the budget status following final claims for these sites to identify what further work can be completed within the current financial year.

### Sealed Road Resurfacing

Resurfacing of sealed roads as programmed was largely completed by 31 March, with just the Teviot Road reseal continuing into April.

### Metalling

The original metalling programme is now completed, and we are in the process of reviewing actual costs to identify if there is any remaining budget to enable an earlier start on Ranfurly Back Road and/or Becker Road in the Maniototo.

### Eco Seal Sites

Additional eco-seal sites have been programmed in the Bannockburn and Ida Valley areas. This will reduce the demand for oiling next financial year, and

enable further eco sealing on metalling sites in the Manuherikia and Maniototo areas to proceed next year.

### Drainage

Drainage renewals are largely completed for the year. Some minor work remains, as well as continuing work to address drainage deficiencies in Naseby.

### Minor Improvements

Killarney Street intersection improvements are due to start following Easter. Drop crossing work has commenced and is being tied in with footpath renewals.

### Bridging

Bridge maintenance work is underway and will continue over the next three months. This largely consists of clearing waterways, scouring at large box culverts, minor deck work and concrete repairs. Investigation is currently being undertaken into work required on the Little Valley Bridge at the abutment approaches and to secure the deck.

### Vegetation

We have a large backlog of tree clearing required, which will we will be commencing over the winter months. The intention is that where trees are felled on the road sides the logs will be left for locals to remove, and the branches will be chipped.

## Strategic Planning

### Roading Policy and Bylaw

The Roading Policy has been adopted and letters are now being sent to the submitters outlining the changes that were made to the draft document.

### Heavy Vehicle Loads

The 50 Max permit process has been implemented, and these are now being processed by NZTA. There is a large number of these being received.

### Activity Management Plan

Councillors were provided a presentation on 5 March, Setting the AMP Scene for Roading. This outlined a number of areas where further work was being undertaken in order to provide more robust data for preparing the 30 year infrastructure strategy and Council's Long Term Plan.

Bridge inspections have now been completed and the data collected is being analysed. Further structural inspections will be required on some of the bridges.

Pavement testing has now been completed, and Futon Hogan has been awarded the contract to prepare the sealed road deterioration model (dTims). The rate for this was extremely competitive.

Opus are preparing a business case for changing Council's lights to LED.

Brian Hawkins from Opus is currently inspecting all of Council's carparks, including those associated with buildings and parks and reserves. A forward programme of work with estimates will be provided to enable Community Boards to provide funding for the work identified.

Footpaths are still to be inspected, and forward programmes prepared. We are investigating using a phone app mounted in a cycle trailer to measure the roughness of the paths in order to meet the Department of Internal Affairs requirements for mandatory measures for footpath condition. This would also enable us to identify sections of paths that are relatively rough, compare the condition of paths within each ward, and the condition of paths in each ward relative to other wards.

Rationale is reviewing the Transportation Risk Register to ensure this aligns with the Council Corporate Risk Policy and the RIMS Best Practise Guide for Roading Risk Frameworks.

Asset data information is being validated and updated by Council Roading staff where required to ensure greater accuracy in the valuations and forward work calculations. Condition rating will be undertaken on a sample of each asset group by Fulton Hogan Staff over the next month.

Rationale will start work on the roading valuation during April.

The Central Otago District Roading Network has been reviewed against the National One Network Roading Classification framework, and we are now working on defining the levels of service at a customer level, and at a technical level for roads in each classification level.

Central Otago Roads fall within the bottom four of eight national classifications, as shown on the following table:

Classification	% of total CODC network	Total Length	Urban length	Urban % sealed	Rural length	Rural % sealed
Primary Collector	1%	27	5	100%	22	100%
Secondary Collector	10%	189	23	100%	166	100%
Access Road	30%	554	45	100%	509	31%
Low Volume Access Road	59%	1106	71	90%	1035	2%

The 2% of rural Low Volume Access roads that are sealed are largely short 50m sections at the intersection of gravel roads with sealed roads, and bridge approaches. These are only a few short rural roads which are sealed their full length which fall in this group.

# 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 – Provided by Enviroschools Facilitator Schools

Visits to schools have commenced throughout term 1 and a big push has been made to gain commitment from schools to engage in the Zero Waste Challenge. Plans for the year ahead are being made.

Approaches made in 2013 for new schools to join the programme have been followed up. Millers Flat are joining and Poolburn is still considering.

The CODC/QLDC Enviroschools Teachers workshop was held with a focus on the Zero Waste theme in conjunction with the Zero Waste Challenge. Assistance was given to schools with visits to COWB and the Transfer Station.

### Otago Regional

The Enviroschools Facilitator attended the team meeting in Dunedin. A chance for the Otago Enviroschools team to get together and plan for the coming year.

### Google Workshop

The facilitator also attended a Google Docs workshop to learn about this tool, which we are using as a collaborative learning tool and for information sharing with schools.

### Gearing up for Change

A Zero Waste Challenge was launched and a comprehensive resource package made available to all schools via links to 'Dropbox and Padlet'. The competition took place during Term 1 2014 and the resulting presentations from schools will be used in the public education around fortnightly rubbish collection.



## Early Childhood

The next workshop for the ECE cluster was held in Cromwell on the theme of 'Growing Things'.



Teacher Workshop Zero Waste

## Plans and Issues (Next Quarter)

### Schools

School visits and work with envirogroups to develop their 'Care Codes' will continue. Millers Flat School will be presented with their EnviroSchools Kit and Handbook.

## Early Childhood

The next ECE Cluster session is planned for May and the theme will be around 'Living Things'.

## Zero Waste Challenge

Schools will present their Zero Waste Challenge presentations to Council on 25 June.

## ES Otago Regional Team

Attend regional training on 'Appreciative Inquiry Facilitation' and attend the regional team meeting in Dunedin in May.

# Sustainable Living and MAD4CO



## Highlights – Provided by Sustainable Living Facilitator

### MAD4CO Maniototo

We had a presence at the Maniototo A&P Show.

### Climate Change Lecture Alexandra - Earth Hour

As a follow up to our Climate Futures Forum we had climate scientist Malte Meinshausen present a lecture 'Climate 2 Degrees' with over 60 people in attendance.

### Gearing up for Change

We have continue to provide leadership and support for COWB around having community conversations and Community Education for the change to fortnightly rubbish collection. We launched the Schools Zero Waste Challenge and facilitated three sessions on Sustainability and Waste/Recycling with Supporting Families Group and the Adult Learners 'Choices' group at CO REAP.

We also presented a moving to fortnightly refuse collection session for large audience at Probus AGM.

### Cromwell Satellite Group

Stage 2 of MfE project. Discussions continue on how this group might operate. We facilitated the planning group meeting early in February and a further planning session in March.

### Cloth Nappies

'Nappy Lady' workshops were held in Cromwell and Alexandra.

### 21<sup>st</sup> Century and Beyond

Assistance with 'The Mirror' feature on sustainability with a focus on the future.



## Plans and Issues (Next Quarter)

### Bee Forum

A 'Bee Forum' with local bee keepers is planned for end of April.

### Gearing up for Change

We will continue to assist with the 'Gearing up for Change' campaign and attend the WasteMinz Round Up to present the MAD4CO collaboration model.

### World Environment Day

Planning and preparation for World Environment Day activities will take place in this quarter. Options include:

- Neighbour to neighbour, we share water workshop
- Biodiversity learning activity
- Possible mini film festival using 'Food Video' launch and Outlook for Someday films on sustainability topics.
- Community Clean Ups
- Waste education pop ups
- Graveyard Gully apple tree grafting



Alexandra Primary School visit to COWB



Climate 2 Degrees Lecture



Bee Forum

## Central Otago WasteBusters

### Highlights (This Quarter) – Provided by COWB

#### Health & Safety

A new yard design has been developed for the site. The operations side has been marked off with a hazard line and high-viz only signage and this area will be strictly enforced for commercial contractors visiting the site.

The main entrance way has been redesigned with a new gate and a two-lane system. The left hand lane has been set aside as an unloading zone for drop off, a separate walkway has been painted for the area in front of the new office and another unloading zone for larger items of furniture, e-waste and whiteware.

All staff have been issued with new H&S uniforms and a new H&S Committee has been set up, with a team member from each department representing their department. Council H&S Officer has been invited to attend the initial few meetings of the group, to discuss historic issues and assist with any facilitation if required.

#### Re-use Shop

The newly established electronic network within WasteBusters allows us to communicate in a more effective way. We are experiencing a steady demand



for electrical second hand goods. We have established a shop manual.

We are looking forward and are excited to see our website up by mid-April.

Our silent auctions are running very successfully and we are getting good feedback.

### Community Education

Volunteers have provided displays and organised the recycling at the A&P Shows including Bokashi and composting demonstrations and information about Plasback and Agrecovery programmes. We had a display at the Secondary School Careers Day and participated in a talk at the Tuesday Probus group on Gearing up for Change. Fred has held several Composting and Bokashi workshops at our Resource Recovery Park.

Clyde and Alexandra primary schools have visited us and volunteers gave them a tour and explained about recycling and the worm farm.

### COWB Board

January 2014 was a very busy time for our Board members as applications were called for a new General Manager after receiving the resignation from our acting GM and Accounts Manager. Over 30 information packs were sent out and 23 applicants sent in their CVs for consideration. From five interviews we were very pleased to offer the position to Glenys Byrne who comes to us from Westland District Council. With Glenys' expertise in the whole area of waste whether it be landfilling or recycling plus her enthusiasm, we know that she will take us forward into the future with lots of good ideas. Already she has made great strides particularly in Health and Safety. Glenys started on 10 March.

While this was going on we had to find extra office accommodation, plus urgently continue researching what to do about the lack of toilet facilities. One toilet and one wash basin for up to 30 people was untenable and not conforming to regulations. The outcome is we have replaced the 2-person Portacom building that we were hiring with a 3-person one partitioned off so that the GM has a separate office.

At the same time we looked into how we could afford to hire (or buy) an ablution block. We thank CODC for coming to our aid and making it possible for one to be loaned for the next 3 years until we hopefully can have our yard layout completed, and something more permanent in place.

Members of our Board are very involved as volunteers especially as sorters, running workshops, Saturday shop work, helping with community events and demonstrations, and Review Group meetings.

### Volunteers

On most shifts we have three volunteers working. They also do Saturday mornings and afternoons in the shop. We had a team in the 'Relay for Life' as well as doing the recycling. We donated the recycling service and \$1,602.90, which was raised in the weeks prior to the event by staff and volunteers through a special stall in the shop, sale of robots made by the shop manager, raffles and cheese roll sales.

### Plans and Issues (Next Quarter)

#### Look Ahead

In my new role as General Manager, I have been kept busy reading through the documents, plans, strategies, files and draft service level agreement to bring me up-to-date with the operational activity, board and management of Central Otago WasteBusters. Now that I am satisfied that all aspects of the organisation Health and Safety regime, (be it on-site, kerb-side or community depot collection) has been addressed, I feel we can confidently face the next challenge of managing the impact of the new fortnightly refuse collection.

We have a good solid team working for us now. Of the 28 full-time employees, seven have their forklift licences and several others have their HT, JCB and cranes licences.

I believe the morale has improved and there is a good team environment.

Funding applications are currently being worked on for a defibrillator to be held on site; some capital funds to enclose the whole processing area and create a new locker room/wet weather gear storage for staff; and to complete the installation of the new ablution block, which is due to arrive by the end of April 2014.

The Volunteers at Central Otago WasteBusters have been entered into the 2014 TrustPower Awards. The 38 volunteers contribute 180 hours per week of their time. This has been quantified in terms of the current minimum wage and equates to a saving of \$133,070 per annum to our organisation.

## Other

### Highlights (This Quarter)

#### Closed Landfills

The Annual 2013 monitoring report for all closed landfills was submitted to ORC reporting on 250 conditions. There are no issues of concern with the

groundwater monitoring results. The full round of closed landfill monitoring was completed in March. There are no significant changes observed during the walkover inspections. Groundwater monitoring samples have been sent to Hills Labs. The 'new' closed landfills at Tarras and Patearoa are beginning to show signs of establishing vegetation on the cap. A proposal from NZGeoscience has been requested to address the cap maintenance work.

### Refuse Collection

The tender documents for the new refuse collection contract were finalised and put out to tender on LG Tenders. Fourteen interested parties downloaded the documents. Various clarifications were made to interested parties on the LG site. The tender process was extended by a week and the bids closed on 28 March.

### Rural Recycling Depots

The Ranfurly Charlemont Street container and glass crates have been relocated to the Northland Street car park.

A meeting was held at Pisa Moorings to get feedback on the provision of a recycling drop off facility. The meeting was organised in response to community demand. All members of the community will be asked for further feedback through a letter to all residents and there is potential for further community meetings.

Millers Flat has enquired about the possibility of a recycling depot being established in the village. Staff are working through options with COWB.

### MAD4CO

MAD4CO hosted Malte Meinshausen from the Potsdam Institute for Climate Impacts Research at Community House at a public lecture, 'The 2°C Climate Target: What it means, whether we missed it, and what steps to take next'.

### COWB

A new General Manager has been appointed and has started work at WasteBusters. She has previously worked as the Waste Officer for Westland Council. Her priority focus is health and safety and wellbeing of the staff and with the participation of staff she has implemented several changes already. Her full report is included.

### WasteMinz Conference Workshops

The annual WasteMinz Workshops were held in Queenstown. REAP, CODC and COWB jointly facilitated a scenario-based, role playing workshop to help identify community partners and opportunities in achieving action and learning for waste minimisation and sustainability.

### Plans and Issues (Next Quarter)

#### Refuse Collection Contract

The tender period for the Refuse and/or Glass Collection Contract closed on 28 March. The tender evaluation team will comprise of Manager, Infrastructure Services Jon Kingsford, Councillor Clair Higginson and Waste Minimisation Officer Sophie Mander, with Councillor Nigel McKinlay and Mayor Tony Lepper as observers. The bids will be evaluated with a report scheduled for the Council meeting on 7 May.

#### Gearing Up for Change

Work on preparing information packages (flyers, fridge magnets, collection timetable) continues to be a focus for roll out by 1 July.

Community meetings with Probus, business groups and rural townships are being attended by staff, MAD4CO and COWB staff.

#### COWB

Work to 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 Plan 2012.



## 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: **Mar 2013/14** Term: **Quarterly**



### Total Materials : Kg's Per Person

This Term	YTD	Full Year Outlook	Last Year	Status
146	429	547	559	



### Total Landfill : tonnes

This Term	YTD	Full Year Outlook	Last Year	Status
2266	6938	8847	9197	



### Total Recycled : tonnes

This Term	YTD	Full Year Outlook	Last Year	Status
597	1450	1849	1743	



### Wheelie Bin Weight

This Term	YTD	Full Year Outlook	Last Year	Status
16.5	16.5	16.4	16.7	



### Wheelie Bin Pickup Rate %

This Term	YTD	Full Year Outlook	Last Year	Status
81.1%	79.8%	78.9%	77.4%	



### Wheelie Bin : Average Pickups per week

This Term	YTD	Full Year Outlook	Last Year	Status
7258	6882	6804	6494	

### Other KPI's :

#### Residents satisfied

This Term	Last Year	Status
82%	82%	

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



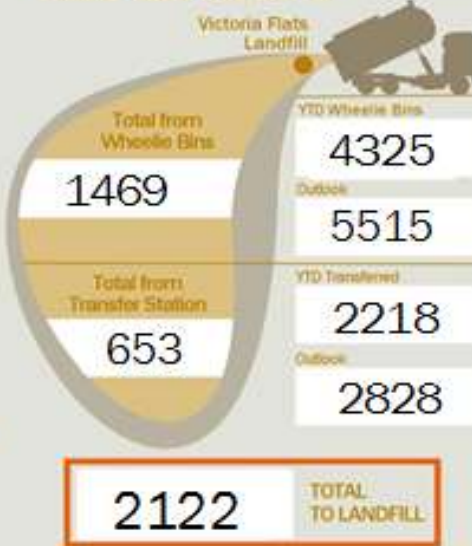


# Where is the waste coming from? The CODC Waste Map

Date: Mar 2013/14

Term: Quarterly

## Waste Total this term:



### A Alexandra : Wheelie Bin Tonnes

	This Term	Year to Date
	670	2041
<b>Alexandra : Transfer Station</b>		
	192	751

### C Ranfurly Area : Wheelie Bins

	This Term	YTD
	177	505
<b>Ranfurly Area : Transfer Station</b>		
	29	82

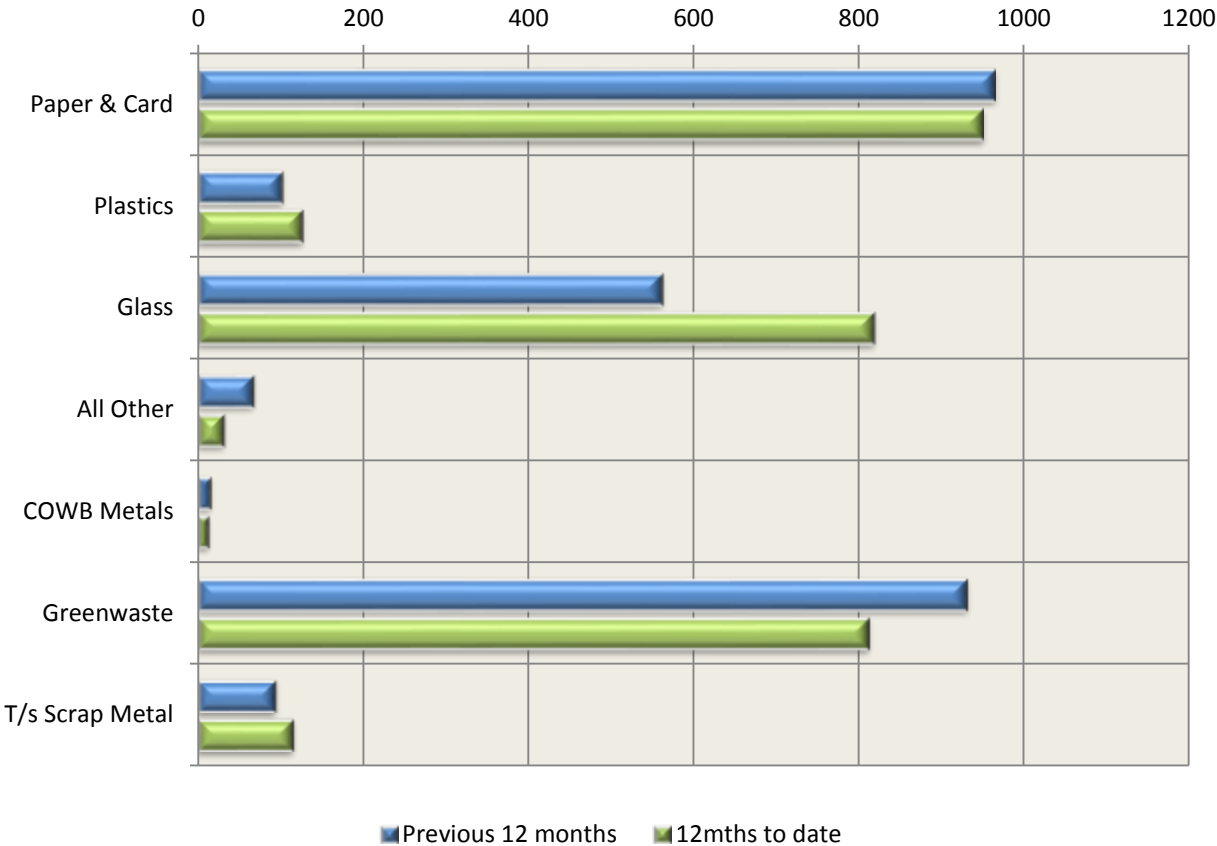
### B Cromwell : Wheelie Bins

	This Term	Year to Date
	474	1368
<b>Cromwell : Transfer Station</b>		
	414	1324

### D Roxburgh Area : Wheelie Bins

	This Term	YTD
	148	411
<b>Roxburgh Area : Transfer Station</b>		
	18	61

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



	Year to Date
% Diversion – COWB	18.1%
% Diversion – All Materials	18.1%

# 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.



## Cromwell Town Centre Operation

The Mall stream pump failed in February, due to the nature of the pump being a permanently pumping submersible. It is not an off-shelf product, so a new pump is being made and flown to New Zealand. It should be on-site by the end of April.

New street banner brackets were installed in Elspeth, Iles, Sargood and Barry Avenue in February. As a result, street banners are now displayed throughout the whole of the Town Centre area, from the SH8B intersections in the north through to Waenga Drive in the south.

## Cromwell Town Centre Redevelopment

The directional signs were installed in the Northern Edge section in January.

Concept drawings for all of the town centre areas were developed and presented to the Cromwell Community Board with rough order costings. The indication was that cost estimates are higher than the funding provided for in the Long Term Plan. The indication was next areas of focus should be completing the front of the Town Centre.

# Elderly Persons Housing

## Occupancy Rates:

Area	Units	Occupancy rate-end of Oct-Dec 13 quarter		Occupancy rate-end of Jan-Mar 14 quarter	
		Tenanted	Occupancy rate	Tenanted	Occupancy rate
Alexandra	23	23	100%	22	95%
Clyde	3	3	100%	3	100%
Cromwell	31	28	90%	28	90%
Roxburgh	15	10	37%	12	80%
Ranfurly	26	11	42%	13	50%
<b>Totals</b>	<b>98</b>	<b>75</b>	<b>74%</b>	<b>78</b>	<b>80%</b>

The most notable change is in Roxburgh where there are currently only two vacancies at Leitholm Place and one at Scotland Street. For the last quarter there were five vacancies in Roxburgh.

To date five Cromwell units and one Clyde unit have been internally refurbished. This will complete the internal refurbishment programme for this financial year. Other minor work continues.

Quotable Value Limited has reviewed the market rentals indicating an increase of \$10 per week in all areas except Ranfurly and Roxburgh. As per Council's policy rents in Alexandra, Cromwell and Clyde will increase by \$6.00 per week effective 1 July 2014.

## Public Toilets

### Clyde Public Toilet

Due to increasing problems with the septic tank behind the Masonic Lodge a larger capacity tank and disposal field is required. An engineer's design has been requested and cost estimate will be obtained before reporting to the Board.

### Lode Lane Public Toilets

There have been a number of incidences of vandalism of these toilets. Funding is included in the 2014/15 Annual Plan for security cameras.

## Other Property

### Centennial Milkbar

This building suffered fire damage in January and damage sustained required the three tenants to move out. However the Art Deco Gallery was only shut for one day to allow builders and electricians to undertake a comprehensive check to ensure that the gallery was safe and able to be reopened.

The insurance claim has been accepted and the insurance company is seeking quotes from its preferred supplier and a local preferred supplier before any repairs can be made. To date one quote has been received. The insurance excess is \$5,000. Council has undertaken external remedial painting to ensure the building was looking its best for the Rural Art Deco festivities in February. This will be taken into account against the excess.

Police are pursuing prosecution case against the minor believed to have started the fire.



### Vallance Cottage

Funding applications have been submitted for repairs to the rotten timber floor that caused the cottage to be closed to the public. The Vallance family has already raised \$3200 towards the cost and the Vincent Community Board also approved \$2000 to be found within existing budgets. The Board will be asked at its next meeting to approve the use of the funds from the specific budget identified as likely to be in surplus as at 30 June 2014. Up until now no surplus has been available in existing budgets. If all funding is available the aim is for the repair work to be carried out before next summer to allow the cottage to be reopened.

### Clyde Railway Station

After lengthy discussions with the stationary machinery collection owners regarding finding an alternative location to the Clyde Railway station. Alternatives were not acceptable to the group. The point was reached where the group was asked to vacate by 31 March 2014. The group has now disbanded and the collection been removed by the individual owners. The Station is now vacant which will allow the restoration work to be carried out once all funding has been confirmed. Funding applications have been lodged with community funders.

### **Peyton's Patch Reserve Exchange, Alexandra**

The final Gazettal process for the exchange is underway, which should lead towards settlement later in April. April Construction Ltd (Meyer family) will then be able to proceed with residential subdivision and development.

# 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 has been a busy quarter for the cemeteries in terms of burials and ashes burials.

	January	February	March
Alexandra			
Burial	4	2	4
Ashes	0	1	0
Clyde			
Burial	0	0	1
Ashes	0	0	0
Cromwell			
Burial	1	1	0
Ashes	1	0	0

Tidying and topping up of the Omakau/Blacks Cemetery occurred following the new beam installation.

## Parks and Reserves

The end of summer saw a better run of good weather with more settled days. There was regular rain earlier in the year, but March proved to be very dry.

### Cromwell

Funding and consents for the Alpha Street lights has been obtained and this project will begin at the conclusion of the soccer season.

Work began on gathering information for the reserve management plan for Anderson Park and Alpha Street and work on this will continue through the year.

Landscaping of the older gardens in Cromwell greenways is underway with the highest priority ones on Waenga Drive and Sarita Place to first to be undertaken.

Marking out of grounds for winter codes occurred in March with the Cromwell grounds looking good heading into winter after eradication of weeds and fertilising of the grounds occurred.

## Vincent

Installation of the irrigation at Molyneux Park has been completed and commissioning has successfully occurred. The road extension landscaping work has been ongoing with the development of the natural playground down by the netball courts and installation of the irrigation in this area. This has tied in nicely with the court upgrading work the netball club has been carrying out.

The review of the reserve management plan for Pioneer Park is well underway and a draft of this will be available for the Board to adopt for consultation in May.

The number one pitch at Molyneux Park was well used over the holiday break with the National HRV Cup game between Otago and Auckland and two Otago Sparks (Otago women's team) that played at Molyneux Park in late December and early January.

Marking out of the winter pitches at Molyneux Park has occurred in March and the grounds are looking in good condition.

Renovations of the three back wickets at Molyneux Park also occurred in late March.

Building of the new amenity block at the Omakau Recreation Reserve was completed and the facility opened in March.

## Maniototo

Additional mowing of the reserve area at the Maniototo Stadium is now occurring as requested by the Community Board.

New fencing was installed at the John Street Playground in Ranfurly.

## Roxburgh

A final version of the Teviot Valley Reserves Management Plan was presented to the Teviot Valley Community Board in February and adopted as an operational document.

# Clutha Management

It has been a busier quarter for Clutha Management.

The summer season saw steady use of the lake with the enforcement officer out on a regular basis over late December and January. Use of the lake was affected by the weather with the amount of wind experienced driving different use patterns on the lake.

In general the behaviour of boat operators on the lake was good, all of those spoken with, appreciated the efforts being put in to assist them. Most said they would be returning to the area for future boating and swimming. The majority of the boaties were from Otago and Southland, with Canterbury also featuring later in the holiday period.

There was a large increase in jet ski numbers around the lake this year as well as other pleasure boats and the attitude of jet ski operators was generally good.

A new information brochure was created prior to the season and this was distributed widely to lake users to advise them on lake rules. More than 200 copies of this were distributed.

No infringement notices were issued for the period.

Maintenance of the pontoons and other assets round the lake also continued to occur over this time as required.

# 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

### Community Halls - Level of Service Review

In February 2014 Communities of Interest population data, use data and financial information for all halls were presented to Community Boards.

This has been a larger piece of work than was anticipated prior to knowing the level of complexity of different use details.

The indications from the data presented will contribute to preparation of the draft Long Term Plan for 2015/25 to be presented to Boards. Some more work is required for the Maniototo halls with regard to understanding implications of funding depreciation and so there will be further discussion with the Maniototo Board.

Work has also commenced on preparation of a draft Memorandum of Understanding with Hall Committees.

### Ranfurly, Naseby Town Halls and Centennial Milkbar

Programmed Property Services carried out the annual external maintenance service for the Centennial Milkbar, Ranfurly Town Hall and Naseby Town Hall. This service is part of a seven-year contract that Council entered into when the building exteriors were repainted. This painting and service contract ensures that the exteriors are well maintained. The annual wash down and touch-up extends the life of the paint surface.

### Omakau Recreation Reserve New Amenities Block

While the new ablution block was completed by Christmas with a Certificate of Public Use issued to enable it to be operational for the holiday season, the Reserves Committee chose not to open it. This quarter minor outstanding items were completed in January and Code Compliance was issued in February.

### Alexandra Ice Rink

Expressions of interest were invited for alternate uses for the ice rink after the proposed new rink is built beside the Molyneux Aquatic Centre. One submission was received for a proposed Hockey AstroTurf. The submission will be considered by the VCB at its meeting on 19 May 2014.

### Molyneux Stadium

Internal and external repainting, as programmed in the Long Term Plan for this year, is all but complete. M.R. Decorating Central Otago was contracted following tender for the painting. Interior Designer Sally Smith from Roxburgh donated her services as a

colour consultant to help give the Stadium a fresh new look inside and out.

The final piece of work is a large banner featuring photographs of the area and the "World of Difference" brand to be placed on the wall above the basketball score board.

Prior, the stadium looking tired and the heating being expensive for hirers had been the main two issues of user feedback. Over the winter, operation and monitoring of the heating system will be undertaken to better understand heating operating cost for hirers to achieve desired temperature levels.

## Swimming Pools

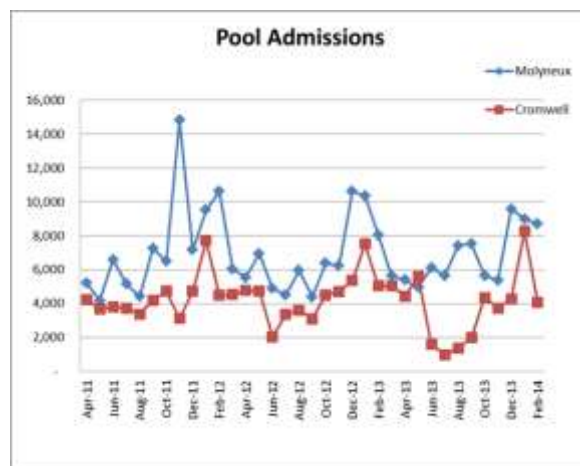
Staffing has been steady over the quarter. We have lost a couple of full time staff across both complexes however these positions have been filled. Both pools have good rosters of casual staff at the current time and this allowed for smooth running over the busy holiday break.

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 1 were 212 students at Molyneux Aquatic Centre (287 in 2013) and Cromwell Swim Centre having 188 students (217 in 2013). Note 2013 numbers included April holiday programme numbers.

The Swim Skills Programme has operated for some of the schools in the area that rely on outdoor pools with Omakau and Poolburn schools being done along with Millers Flat, Roxburgh Area School, Maniototo and St Johns School in Ranfurly.

Work was carried out on Centaman with the system merged in the last week of March. This now means that people can use their membership cards at both pools, the swim school can now see both Molyneux and Cromwell lessons from the one computer location; and we will be able to move towards electronic newsletters and other types of online promotion.

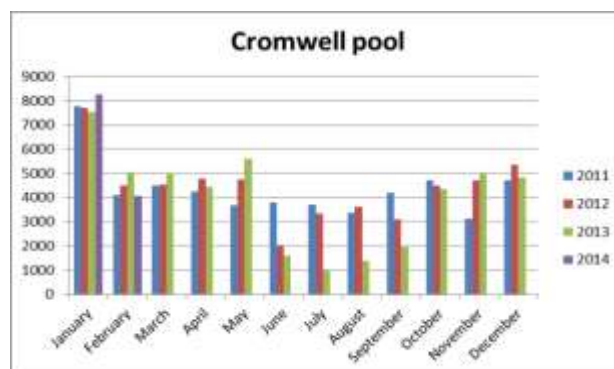


### Cromwell Swim Centre

It has been a steady quarter for Cromwell Swim Centre.

The pool has hosted several major events. The Central Otago Swimming Sports were held in early March with approximately 300 participants and the Central Otago Primary Schools Triathlon was held in late March with more than 700 entrants across all run/cycle/swim disciplines.

The pool hosted an aquatics water treatment course in March, which was open to other pools in Central Otago, QLDC and surrounding areas. This was aimed at up-skilling staff on water treatment requirements.



### Molyneux Aquatic Centre

Molyneux Aquatic Centre has continued to have steady patronage with the poor weather in January affecting numbers coming in to use the outdoor pool.

The outside pool was operated from late November through to the end of March when it was closed for the season.

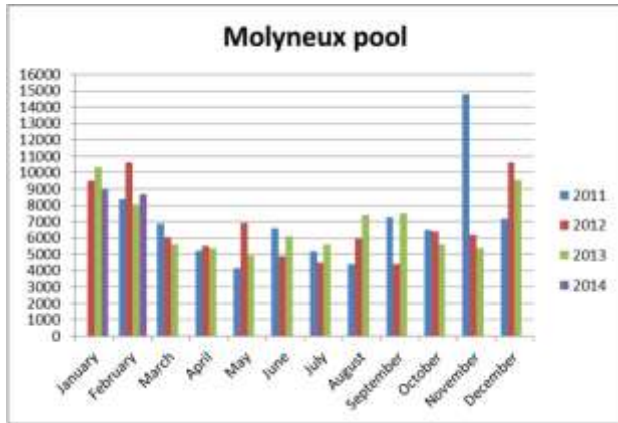
It was identified that the pump for one of the heating compressors required repairs in late December and this was carried out early in the New Year and the plant has been operating well since.



The changing rooms at the pool were painted in late March/early April.

Preparations for the roofing insulation contract has occurred during late February and March with registrations for interest in the work going out in early April.

Other identified capital work such as replacing old lights in the facility were undertaken in March.





# 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

### Central Otago Labour Market Governance Group

The group has determined the Survey of Central Otago Horticulture and Winegrowing Seasonal Labour Requirements 2006/2007 – 2010/2011 needs to be updated to look out the next 10 years, and possibly extended to take in the labour needs of other key sectors of the Central Otago economy. The Ministry of Social Development has offered \$40,000 to fund the project, which CODC will manage with advice from a Steering Group drawn from the main employer groups.

### Central Otago Export Forum

The inaugural Central Otago Export Forum took place on Thursday 27 March at the Otago Polytechnic's Cromwell Campus. Sponsored by the SBS Bank the event attracted a 20 plus attendance who listened to a presentation by the Head of the Ministry of Foreign Affairs and Trade's Economic Division on the Building Export Markets stream of the Government's Building Growth Agenda. The event attracted good interest from local media and there was encouragement for the programme to be continued on a quarterly basis.

### Retail Workshop

Thursday 5 June has been set as the date for a workshop for Central Otago retailers to explore ideas that will help the sector respond to the internet influenced paradigm in which most now have to operate. A small group of local retailers has been co-opted to help plan the workshop programme.

### Regional Business Partner Network

A strategy focussing on key Central Otago industry sectors has produced a good response for the NZTE Regional Business Partner programme, which CODC has contracted to deliver in Central Otago. Working through Central Otago Winegrowers our assessor completed a programme of interviews of companies in the viticulture/wine sector during the quarter. We have now completed the 15 referrals expected under our contract and are in the process of seeking additional funding to allow the programme to continue for the rest of this financial year.

### NZTW Regional Investment Initiative

The Economic Development Manager along with counterparts from other Otago local governments contributed to a meeting called by NZTE to help develop an Otago Region Investment Profile. The Profile will identify sectors NZTE should focus on when seeking to attract foreign investment to this country. Once agreed the next step in the programme will be to identify specific projects within these sectors for submission to prospective investors.

### Central Otago Economic Development Strategy – Education

To start implementation of the education action point in the Economic Development Strategy a meeting was arranged for Central Otago high school principals and representatives of the Otago Polytechnic Cromwell campus to meet Charles Finny, Chair of Education New Zealand. The meeting focussed on opportunities for Central Otago education providers to be part of the Government's drive to attract foreign students to study in New Zealand. A possible constraint is the availability of hostel type accommodation for out of town students.

# Visitor Information Centres

Alexandra		
Jan – Mar 2014	24,841 Visitors	
Jan – Mar 2013	28,277 Visitors	
Visitor numbers decreased by 12%		
	Gross Revenue	% of total sales
Bookings	\$93,151.10	81%
Retail	\$19,709.58	17%
Event Tickets	\$2,265.00	2%
Display Rental	\$225.00	0%
Revenue 2014	\$115,350.68	100%
Revenue 2013	\$118,901.00	100%
Revenue decreased by 3%		
Average cost of retail goods sold – 43.2%		
Commission earned on bookings 10.1%	\$10,429.34	

Ranfurly		
Jan – Mar 2014	16,394 Visitors	
Jan – Mar 2013	13,181 Visitors	
Visitor numbers increased by 24%		
	Gross Revenue	% of total sales
Bookings	\$15,317.60	55%
Retail	\$12,633.04	45%
Event Tickets	\$0.00	0%
Display Rental	\$0.00	0%
Revenue 2014	\$27,950.64	100%
Revenue 2013	\$26,014.07	100%
Revenue increased by 7%		
Average cost of retail goods sold – 47.2%		
Commission earned on bookings 10.1%	\$1,551.53	

Cromwell		
Jan – Mar 2014	12,329 Visitors	
Jan – Mar 2013	24,216 Visitors	
Visitor numbers decreased by 49%		
	Gross Revenue	% of total sales
Bookings	\$168,164.08	93%
Retail	\$13,432.70	7%
Event Tickets	\$120.00	0%
Display Rental	\$0.00	0%
<b>Revenue 2014</b>	<b>\$181,716.78</b>	100%
<b>Revenue 2013</b>	<b>\$165,496.00</b>	100%
Revenue increased by 10%		
Average cost of retail goods sold – 41.8%		
Commission earned on bookings 10.1%	\$17,169.56	

Roxburgh		
Jan – Mar 2014	4386	Visitors
Jan – Mar 2013	1581	Visitors
Visitor numbers increased by 177%		
	Gross Revenue	% of total sales
Bookings	\$11,968.10	67%
Retail	\$5,764.10	33%
Event Tickets	\$0.00	0%
Display Rental	\$0.00	0%
<b>Revenue 2014</b>	<b>\$17,732.20</b>	100%
<b>Revenue 2013</b>	<b>\$14,145.00</b>	100%
Revenue increased by 25%		
Average cost of retail goods sold – 48.9%		
Commission earned on bookings 10%	\$1,201.20	

## Overview on Visitor Numbers

Visitor numbers have decreased in both Alexandra and Cromwell throughout this period, while Ranfurly and Roxburgh saw increases.

**Alexandra:** Visitor numbers decreased in Alexandra for this quarter; however the decrease in revenue was less than the decrease in visitor numbers, which reflects a higher average spend.

**Cromwell:** Shows nearly a 50% decrease in visitor numbers through the centre. A new door counter has been installed and we are monitoring visitor numbers and comparing them with last year's numbers to ensure the counter is reading correctly.

**Ranfurly:** There has been almost a 25% increase in visitor numbers for this quarter, with the most significant increase being in late February when the Duathlon, Cavalcade and Art Deco celebrations were held in the same weekend.

**Roxburgh:** There has been a significant increase in visitor numbers recorded in this centre – 177%, however the number of people requiring the services of the visitor centre can't be accurately defined as the door counter records all people entering the building for the combined services – Library, Service Centre and Visitor Centre. There has been a 25% increase in revenue for the quarter, which is indicative of an increase in visitor numbers.

## Comment on Revenue

Overall revenue is slightly up on last year; however this is not consistent across the centres.

## Bookings

**Alexandra:** Booking sales increased on last year by \$7k with most of the increase attributable to accommodation bookings.

**Cromwell:** Booking sales increased \$17k on the previous year, which reflects a higher average spend. Again, accommodation bookings attributed to the largest increase.

**Ranfurly:** The revenue from bookings has increased by a little more than \$2k this quarter compared to last year, with an increase in accommodation bookings being the common factor again.

**Roxburgh:**

The bookings revenue for this centre is slightly up on this time last year across all sectors.

## Retail Sales

Total retail sales for all four centres are very similar to last year. Roxburgh contributed the highest gain in retail sales for the quarter, while the other centres experienced decreases.

**Cromwell:** Retail sales are down slightly compared to the same time last year.

**Roxburgh:** Retail sales have almost doubled in the Roxburgh Visitor Centre this quarter compared to last year. This is mostly attributed to sales of branded products.

## Event Sales

This year Alexandra and Cromwell sold a small value of event tickets, with sales in Alexandra decreasing by approximately \$10k, as a result of fewer events on in the area. Last year, Alexandra sold over \$8k worth of tickets for 'Art in the Garden', which happens biennially.

## Comment on Expenses

**Staffing and Wages:** All centres are tracking well against budget.

The new Central Otago Visitor Centres Manager started in early February.

Winter hours will commence on Monday 5 May, with Alexandra, Cromwell and Ranfurly open daily 9am – 5pm. Roxburgh will be open 9am – 5pm Monday through Friday.

**Retail Purchases:** All centres have received Central Otago 'A World of Difference' branded cycle tops to sell in their centres, which are proving very popular with cyclists riding the trails.

## General

**Alexandra, Ranfurly and Roxburgh:** A1 poster display opportunities are available in Alexandra, Ranfurly and Roxburgh centres. Staff will be promoting these to local businesses who would like added exposure of their product(s).

Cromwell: Is progressing with the new centre under a lease agreement and we are looking at being operational in the new building late in 2014.

Roxburgh: The Clutha Gold and Roxburgh Gorge cycle trails are proving very popular with couples and groups.

## Tourism Central Otago (TCO)

### Media

Otago Central Rail Trail – Video: Tourism New Zealand contracted production company Media Blanco to create a high quality video of the Otago Central Rail Trail experience. Filming took place 17 to 19 January 2014 with the assistance of TCO and Trail Journeys and using local residents as models. The footage is being used in Tourism NZ campaign activities and is now viewable online - [http://www.youtube.com/watch?v=1aJfGpayd\\_4](http://www.youtube.com/watch?v=1aJfGpayd_4)

TCO holds three versions of the clips – 4 min, 2.30 min and 90 seconds, which can be used where appropriate. It is expected that the Roxburgh Gorge and Clutha Gold Trails will also be filmed at a later date.

Australian Television: Tourism Central Otago (TCO) hosted the presenters and crew of Australian Television show Places We Go from 22 to 28 February when they filmed the Otago Central Rail Trail, with local firm Trail Journeys; and the Roxburgh Gorge and Clutha Gold Trails with Bike it Now from Clyde.

Places We Go is a national television travel series returning for its sixth series on the Ten Network and ONE in Australia in April. It has a cumulative reach per series of more than 5 million viewers.

The Otago Central Rail Trail story goes to air on Channel 10 on Saturday 5 April, with Shayne O'Connor from Trail Journeys showing executive producer, director and presenter Jennifer Adams the delights of the Rail Trail. To view the show <https://vimeo.com/90711055>

The Roxburgh Gorge and Clutha Gold Trail story goes to air on Channel 10 on Saturday 19 April, with Duncan Randall from Bike it Now showing presenter Caroline Pemberton the highlights of these new trails.

It is exciting for Central Otago to have a television show of this calibre and with such a strong following

in Australia presenting our trails to the Australian audience.

The added benefit of multi-layer platforms used to deliver their stories – such as social media, website and features in News Ltd, Escape magazine mean that Central Otago trails will gain unprecedented exposure in our largest international market.

TCO worked with Tourism New Zealand to secure this visit, and it could not have happened without the commitment and input of local tourism businesses.

Prior to the shows going to air TCO has worked with the businesses involved to make sure that all possible opportunities to benefit from the exposure are taken advantage of e.g. updating content on [www.newzealand.com](http://www.newzealand.com) – and adding product deals; social media posts; Google Adwords etc.

Photo Shoot: A photo shoot to capture the quintessential Central Otago summer season holiday took place on 13 January. This shoot captured a family camping experience in a commercial camping ground, summer friends and family boating on Lake Dunstan, and 'grey nomad' motorhome visitors in and around Cromwell. The images will be used for future campaign work and for media and online where appropriate.

Prize Winners: The winner of the Christchurch Motorhome Show holiday prize visited Central Otago in February 2014. Short video clip interviews were undertaken with the prize-winners, with both of them giving glowing descriptions of their experiences. These video clips will be utilised in promotional activities where appropriate.

This is an excerpt from an email received from them after their visit:

"We would just like to thank you for our wonderful holiday in beautiful Central Otago, ..... it was really enjoyable to see these little towns, which we had never been to before. ....the people were so friendly and helpful, it sure was a beautiful part of the country.

Again thank you, thank you, it was an amazing experience.

Dave and Janice"

The winner of the Central Otago Holiday from the Perth Travel Show visited in late March. The following is an excerpt from an email received from Te Ariki following her visit.

"Just an email to say a big Thank you ..... not visited South of Christchurch before,....now having been

there this will definitely help me portray how beautiful the areas I visited truly are to all my customers.

Te Ariki Clark"

Travel Consultan, Flight Centre, Perth

The Auckland Motorhome Show prize winners plan to visit Central Otago in May.

### Marketing Activity

*SOUTH:* The SOUTH group met early in February to welcome new manager Scott Calloway. Projects planned for later in 2014 include another series of "China Ready" workshops with Amy Adams.

*Cycle Campaign:* We had a presence at two significant cycling events in the North Island during this quarter. The Coleville Connection in the Coromandel and The Dual on Rangitoto and Motatapu Islands in the Auckland Harbour.

*Australian Market Update:* TCO took the opportunity in early March to meet with 19 Australian wholesalers in Sydney to update them on Central Otago products. Many regions now offer cycling but presenting Central Otago as the destination to "have a holiday with a bike" proved to be our strong point of difference.

Interest was also high in Food and Wine Tourism and Highlands Motorsport Park. The trend continues to smaller group sizes and an interest in regions off the 'beaten track' that can offer smaller more personalised accommodation and experiences.

*South & South East Asia Trade Famil:* TCO hosted two groups of South and South East Asia Agents on a familiarisation visit of Central Otago Tourism product famils in early March. A total of 27 agents from Thailand, Malaysia, Indonesia, India and Singapore plus Tourism New Zealand staff from Thailand and Indonesia had the opportunity to lunch at a local winery, visit Highlands Motorsport Park and do an orchard tour.

This is the first large industry famil that TCO has had the opportunity to host and provided an opportunity to showcase Central Otago product to front line travel sellers from growing international markets.

*February Visitor Statistics:* The commercial accommodation monitor highlighted a significant improvement in guest nights for the month of February 2014.

In February 2014, compared with February 2013, there was an increase of 26.8 percent in total guest nights for the Central Otago RTO area. Holiday parks had the largest increase, followed by motels. In fact, since August last year each month has shown growth over the same month last year.

- Guest nights rose 26.8 percent to 32,724
- International guest nights rose 12.4 percent to 7,301
- Domestic guest nights rose 31.6 percent to 25,422
- The average length of stay rose from 1.94 nights to 2.14 nights

### Digital & Social Media Marketing

#### Websites

[www.centralotagonz.com](http://www.centralotagonz.com)

As part of the new digital marketing role the Central Otago NZ promotional website has been audited for functionality and usability. Issues have been identified and several fixes and improvements to the user experience have been completed in association with our website design and hosting providers Reserve Group.

[www.roxburghgorge.co.nz](http://www.roxburghgorge.co.nz) and [www.cluthagold.com](http://www.cluthagold.com)

TCO has continued to host and manage the official website pages for the Roxburgh Gorge and Clutha Gold Trails. TCO is assisting the trails trusts with online marketing support and monthly reports.

[www.curling.co.nz](http://www.curling.co.nz)

TCO continues to work with Maniototo Curling International on the development of their website and online marketing.

Improvements have been made to the MCI online booking system and have resulted in increased bookings for the start of 2014. An online marketing campaign for MCI using Google Adwords was timed to coincide with the Winter Olympics to build on the increased national exposure and awareness to curling.

[www.newzealand.com](http://www.newzealand.com)

The Tourism New Zealand website is one of the key entry points for international travellers researching and planning their holidays to New Zealand. A review of our presence on this site was followed with recommendations for improvements and additions to the Central Otago pages, to include the new cycle trails and updated imagery and videos where available.



**Social Media:** TCO manages several accounts on Social Media platforms. These showcase our region and promote local attractions and events. We also track and identify information being posted about Central Otago across all these platforms to gauge visitor interest and track travel trends.

Central Otago's key social media accounts are Facebook, Twitter, Google + and Instagram.

**Online Campaign Support:** Online support for our cycling event campaigns (Colville Connection & The Dual) was provided through pre-event email distribution to databases previously collected. Facebook activity in association with the event management company Total Sport and a small social media competition at The Dual event.

An email promotion of the Places We Go television show to our Australian consumer database and an online social media promotion of the Places We Go video clip.

## Community

### Community Plans

We are currently working through the process of developing the first community plan for Oturehua and Omakau communities.

Members of the Ophir community have also approached Council and asked council to facilitate the development of a community plan.

**Oturehua Community Plan:** A community workshop was held on 25 February 2014 and had an excellent attendance with 35 members of the community coming to participate.



After analysing the community survey, business survey and visitor survey results, as well as the results

from the community workshop, a draft community plan has now been written.

The draft plan has been sent to the Oturehua working group and a meeting to work through their feedback has been scheduled for 29 April 2014.



**Omakau Community Plan:** On 18 March 2014 a meeting was held with the Omakau community working group to discuss the process for developing a community plan and for the group to review the questions to be sent out in the community survey, visitor survey and business interviews.

Business interviews have now been completed and the community and visitor surveys are out for completion, due to be returned by mid-April.

**St Bathans Community Plan:** Community and business surveys have been completed and analysed and after discussion with the St Bathans Area Community Association the process of reviewing this plan will be progressed in September 2014.

**Naseby Community Plan:** We have been approached by the Naseby community to help facilitate the development of their third community plan. Their current plan was completed in June 2010. This has been schedule for 2015.

### Youth Partnership Development Fund

On behalf of the Alexandra and Districts Youth Trust and the Cromwell Youth Trust Council has applied for funding from Ministry of Youth Development for Round 10 of the Youth Partnership Development Fund.

Applications have now closed and Council has applied for a total of \$62,821. Notification of the outcome will be in early June.

- The March meeting of the Teviot Valley Diners Club – a network of ladies that meets monthly.

## Regional Identity

### Licence Renewals

With a condition of renewal now included in the Central Otago regional identity brand application form, it has meant a number of businesses and community groups have needed to renew their licence agreement. When people sign an application form, they are essentially signing an integrity agreement as there is no licence fee associated with using the brand. Meeting businesses and community groups that need to renew their licence agreement has been a key focus for the brand manager during this quarter.

There are a total of 147 business and community groups that the change in arrangement to a three-year licence renewal has affected. Some businesses have closed or are under new management, which is all the more reason the three-year licence renewal is of value. More importantly, the renewal arrangement is a way of trying to keep the Central Otago brand and its values in the forefront of people's minds.

Having one-on-one appointments has been invaluable. It has been an opportunity to reconnect with people and refresh them on the Central Otago brand story and the values that are associated with the regional identity brand. It is also an opportunity to encourage people to think about how they can incorporate those values into their everyday business practices. Equally, it helps to remind people about the correct usage of the Central Otago brand mark so as to maintain a consistent standard, image and message about Central Otago.

### Opportunities

Having a region identity brand should be aspirational and build a sense of pride in place in the community. Opportunities to speak to groups about the Central Otago brand and how people can get involved is always welcomed by the brand manager. This was the case when invited to speak at:

- The Central Otago Principals Association. This was an opportunity to run a short session on the Central Otago brand values and their relevance in the school environment.

### Depicting the Central Otago Brand Story

Getting the right image set to depict the key attributes that are unique to Central Otago is important as they help to capture one's imagination and help to tell the Central Otago story. Images constantly need to be refreshed as a way of not taking this place for granted. Already a component of the photo shoots for the wine story has been completed with a further set planned during the harvest season in autumn.

*'The most divine flavours and styles from a tapestry of soils.'*



## Promotions

### Vincent

Promote Dunstan has had a busy few months with progress on the Clyde Railway Station project – and the impending vacancy of the building. The group has been working through the implications of the new liquor licensing laws and the impact on their event



management for the Clyde Wine and Food Festival at Easter.

Attendance at Clyde on Sunday events for 2013-14 was impacted by inclement weather. The group is well underway with planning for the next Cuisine at Clyde event to be held in October 2014.

### Cromwell

A total of 14 groups/organisations made applications to the Cromwell Promotions Grant fund for the 2014/15 year. An assessment matrix has been developed to allow projects/applications to be measured against the grant policy purpose and criteria. The Board will hear applications at its meeting on 28 April 2014.

Cromwell and Districts Promotions Group has completed another successful 'Summer Series' event season. The group supported TCO's cycle campaign activity by supplying vouchers for a free entry to the winner's choice of Summer Series events in 2014. These vouchers are used as spot prizes and have been exceedingly well received. The Cromwell summer series events were profiled through ongoing MC announcements at the North Island events and within e-news communications to cycling and event management company databases.

# 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.



## Number of Resource Consents Received

The trend line for resource consents received since 2008 still indicates a generally upward trend (refer to chart "Resource Consent applications since 2008"), and continues to rise. A total of 61 Resource Consent applications were received in this period which is almost the same as in the first quarter of 2013 when 62 consents were received.

## Resource Management

### Number of Resource Consents Processed

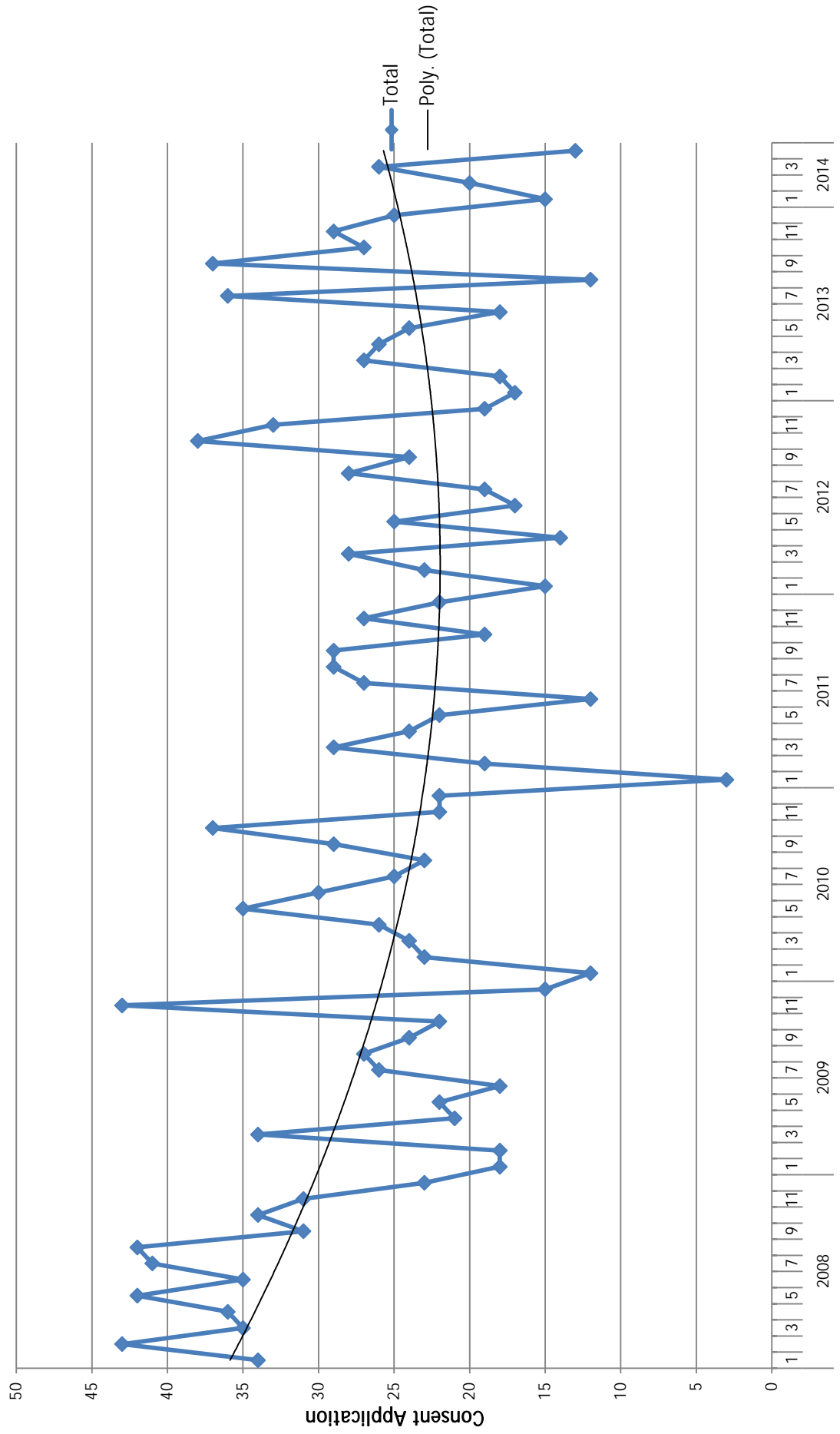
In the period 1 January – 31 March 2014 a total of 57 resource consents were processed, which is an increase of 20% on the same quarter 2013. The consents issued during this period were as follows:

Non-notified delegated authority	52
Non-notified to hearing	1
Limited Notified (to hearing)	2
Publicly Notified (to hearing)	2

### Delegated Authority Decision Processing Times

Of the 52 delegated authority decisions notified 100% were processed within statutory time frames.

# Resource Consent applications since 2008



# Building Control

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

In the period 1 January to 31 March 2014 a total of 163 Building Consents were issued at a value of \$14,502,741.

An analysis of trends in building consent numbers and their values indicates that the number of consents received in this quarter was up 19.8% and the value had an increase of 7.8% when compared to the same period last year.

## Processing Times

The Winchart indicates that the end to end processing times for building consents was an average processing time of 21.1 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)

In term of Statutory processing time frames the average processing time for the quarter was 8 working days, well within the statutory requirement of 20 working days. 100% of all consents issued were issued within statutory timeframes.

## Capacity

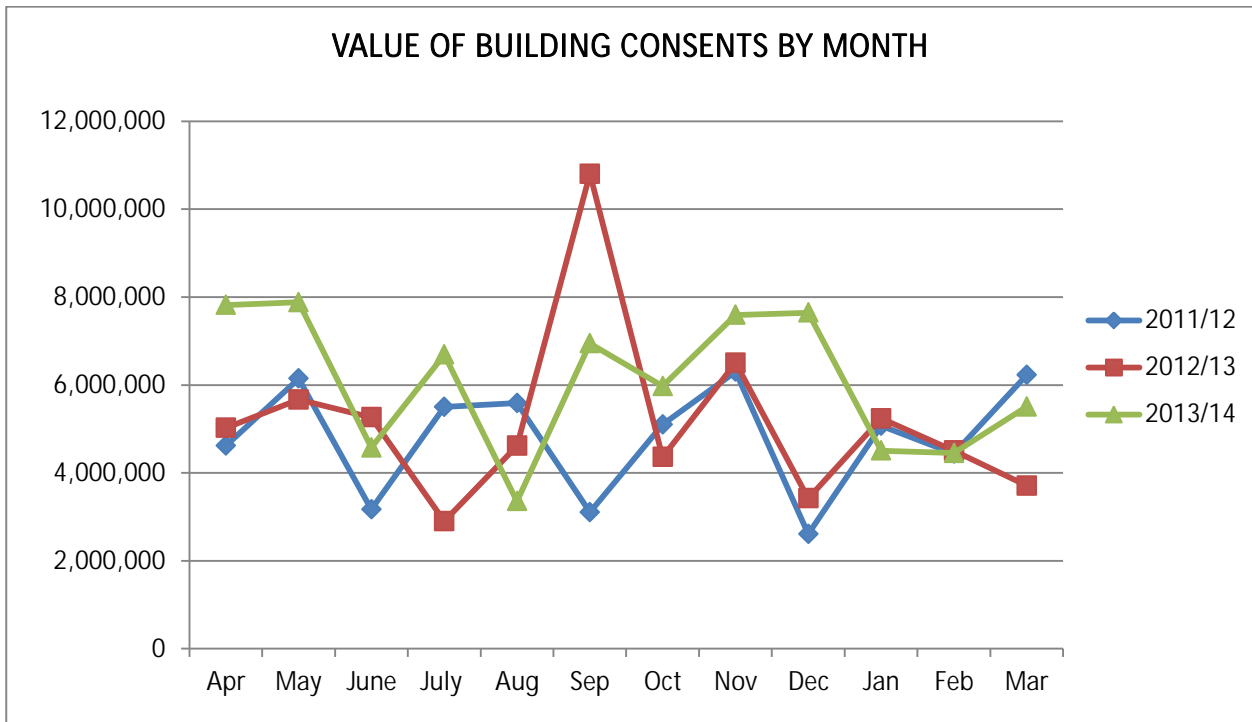
The processing times indicate that our capacity to process building consents is at a good level to meet customer demands in terms of the amount of building activity in the region.

There has been a slight increase in processing time mainly due to new staff members becoming familiar with our quality assurance and consent processing procedures.

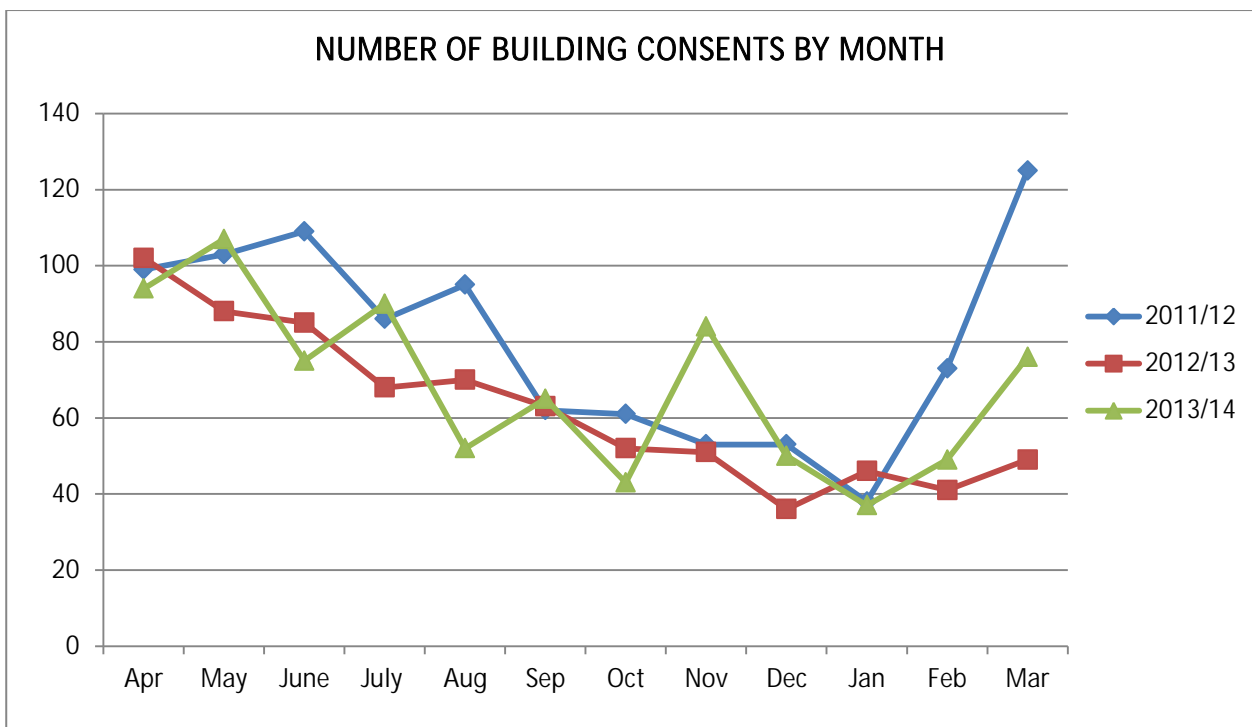
## Sector Involvement

Recently two of our staff members attended the annual Brick and Blocklayers Federation road show for a Q&A session which was greatly appreciated with very good feedback being received.

Building Consents - By Value			
	2011/12	2012/13	2013/14
	\$	\$	\$
Apr	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
Aug	5,587,443	4,614,470	3,355,377
Sep	3,105,176	10,800,064	6,944,115
Oct	5,097,936	4,358,637	5,974,252
Nov	6,298,967	6,505,975	7,594,899
Dec	2,609,920	3,419,300	7,642,416
Jan	5,071,434	5,236,942	4,504,511
Feb	4,434,537	4,505,859	4,452,432
Mar	6,226,677	3,707,700	5,508,098
<b>Total</b>	<b>57,862,347</b>	<b>61,999,221</b>	<b>72,939,024</b>
Inc from last year		7%	18%



Building Consents - By Number			
	2011/12	2012/13	2013/14
Apr	99	102	94
May	103	88	107
June	109	85	75
July	86	68	90
Aug	95	70	52
Sep	62	63	65
Oct	61	52	43
Nov	53	51	84
Dec	53	36	50
Jan	38	46	37
Feb	73	41	49
Mar	125	49	76
<b>Total</b>	<b>957</b>	<b>751</b>	<b>822</b>
Inc from last year		-22%	9%





Alexandra Ward		\$
Domestic Fireplaces	1	4,000
Agricultural - New farm shed	3	128,000
Commercial - Retail/cafe/restaurant/bar - additions and alterations	1	90,000
Commercial - Warehouse/showroom/offices - additions and alterations	1	400,000
Commercial - Marquee	1	500
Commercial - Other	1	150,000
Residential - New Dwelling	8	2,531,000
Residential - Dwelling additions and alterations	2	52,000
Residential - New garage	3	43,925
Residential - Heating appliance	18	77,400
Residential - Residential	1	17,000
	40	3,493,825
Year to date (from 1 July)	111	8,895,350

Earnsclough Ward		\$
Agricultural - New farm shed	3	143,125
Commercial - Other	2	122,592
Residential - New Dwelling	3	890,000
Residential - Dwelling alteration (internal only)	3	23,500
Residential - Dwelling additions and alterations	2	210,000
Residential - New garage	1	19,500
Residential - New carport	1	10,000
Residential - Heating appliance	4	22,600
	19	1,441,317
Year to date (from 1 July)	67	6,479,077

Manuherikia Ward		\$
Commercial - Marquee	2	6,500
Commercial - Other	1	15,000
Residential - New Dwelling	2	622,000
Residential - Dwelling alteration (internal only)	1	40,000
Residential - Heating appliance	1	5,000
	7	688,500
Year to date (from 1 July)	26	3,574,991

Cromwell Ward		\$
Agricultural - New farm shed	2	83,600
Agricultural - Wind machine	1	3,000
Commercial - Retail/cafe/restaurant/bar - additions and alte	1	25,000
Commercial - New warehouse/showroom/offices	1	65,000
Commercial - Marquee	2	20,000
Commercial - Other	4	216,400
Residential - New Dwelling	19	6,595,296
Residential - Dwelling alteration (internal only)	4	135,000
Residential - Dwelling additions and alterations	2	280,000
Residential - Relocate dwelling on to site (site-works)	3	110,000
Residential - New garage	6	203,068
Residential - Outbuilding alterations	1	9,600
Residential - Heating appliance	19	93,700
Residential - Plumbing and drainage only	2	5,800
	67	7,845,464
Year to date (from 1 July)	258	29,479,138

Maniototo Ward		\$
Agricultural - New farm shed	3	83,600
Commercial - Community building (eg. church/clubrooms/toilet)	1	19,000
Commercial - Marquee	1	10,000
Residential - Dwelling additions and alterations	2	230,000
Residential - New garage	1	19,000
Residential - New sleep-out	1	8,500
Residential - Heating appliance	7	24,300
	16	394,400
<b>Year to date (from 1 July)</b>	<b>49</b>	<b>2,784,426</b>

Teviot Valley Ward		\$
Agricultural - New farm shed	3	54,201
Residential - New Dwelling	1	450,000
Residential - Dwelling alteration (internal only)	2	13,500
Residential - Relocate dwelling on to site (site-works)	2	92,000
Residential - Pool / spa pool	1	2,500
Residential - Heating appliance	5	24,200
Residential - Plumbing and drainage only	1	6,834
	15	643,235
<b>Year to date (from 1 July)</b>	<b>37</b>	<b>1,494,035</b>

Summary of Building Consent Statistics		\$
Alexandra	40	3,493,825
Cromwell	67	7,845,464
Earnsclough	19	1,441,317
Maniototo	16	394,400
Manuherikia	7	688,500
Teviot Valley	15	643,235
	164	14,506,741
<b>Year to date (from 1 July)</b>	<b>548</b>	<b>52,707,017</b>

Analysis for Month		\$
Domestic Fireplaces	1	4,000
Agricultural - New farm shed	14	492,526
Agricultural - Wind machine	1	3,000
Commercial - Retail/cafe/restaurant/bar - additions and alterations	2	115,000
Commercial - New warehouse/showroom/offices	1	65,000
Commercial - Warehouse/showroom/offices - additions and alterations	1	400,000
Commercial - Community building (eg. church/clubrooms/toilet)	1	19,000
Commercial - Marquee	6	37,000
Commercial - Other	8	503,992
Residential - New Dwelling	33	11,088,296
Residential - Dwelling alteration (internal only)	10	212,000
Residential - Dwelling additions and alterations	8	772,000
Residential - Relocate dwelling on to site (site-works)	5	202,000
Residential - New garage	11	285,493
Residential - New carport	1	10,000
Residential - New sleep-out	1	8,500
Residential - Outbuilding alterations	1	9,600
Residential - Pool / spa pool	1	2,500
Residential - Heating appliance	54	247,200
Residential - Plumbing and drainage only	3	12,634
Residential - Residential	1	17,000
	164	14,506,741

# Rural Fire

The following rural fires were reported for this period. A restricted fire season was in place up until 2 February 2014. A prohibited season was in force from midnight 3 February.

Date	Location	Cause	Fire Type	Brigade	Time
01.01.14	Oliver Road, Bendigo DOC	An arc from a wall switch, loose or broken conductor	Structure	Cromwell FB Tarras RFB, RFT	1 hour
05.01.14	SH8B, Cromwell	Unknown	Petrol can	Cromwell FB	20 mins
05.01.14	Dalmuir Road, Ettrick	Welding torch	Ride on mower	Roxburgh FB Millers FB Ettrick RFB	40 mins
07.01.14	Fruitlands-Roxburgh Road, Shingle Creek DOC	Vehicle overheating (blown motor) steam and smoke	Vehicle	Roxburgh FB Millers FB Ettrick RFB	40 mins
08.01.14	Bendigo Terrace DOC	Good intentions, no actions	Vegetation	Cromwell FB, RFB, RFT	15 mins
13.01.14	Mt Pisa area	Good intentions, no actions	Large dust storm – seen as smoke	Cromwell FB	35 mins
15.01.14	Fisher Lane, Galloway DOC	Powerlines down during strong winds	Vegetation	Alex FB Dunstan RFT	40 mins
15.01.14	Roxburgh-Ettrick Road, Dunbarton	Unknown	Vegetation	Roxburgh RFB Ettrick RFB	30 mins
16.01.14	Dunstan Road, Alexandra	Powerlines down during strong winds	Vegetation	Alex FB Dunstan RFT	45 mins
22.01.14	SH85, Ranfurly	Welding torch	Vegetation	Ranfurly FB, RFT	45 mins
23.01.14	Bolton Road, Earnsclough DOC	Unknown	Pump shed	Alex FB Clyde FB Dunstan RFT	2 hours 50 mins
23.01.14	Schoolhouse Road, Bannockburn DOC	Permitted fire out of control	Vegetation	Cromwell FB Tarras RFT	1 hour 5 mins
26.01.14	Butchers Drive, Cromwell	Party, no permit	Bonfire	Cromwell FB	15 mins
27.01.14	Springvale Road, Springvale	Mowing hay, hit rock	Vegetation	Alex FB Clyde FB Dunstan RFT	35 mins

Date	Location	Cause	Fire Type	Brigade	Time
30.01.14	Tarras-Cromwell Road, Bendigo DOC	Mowing grass, hit rock	Vegetation	Cromwell FB Tarras RFT	1 hour 20 mins
04.02.14	Becks-Lauder Road, Lauder DOC	Discharged cigarette butt	Vegetation	Omakau FB Alex FB Blackstone RFB Dunstan RFT PRFO	2 hours 30 mins
06.02.14	Lauder Flat Road, Becks	Mowing grass, hit rock	Vegetation	Omakau FB Blackstone RFB Dunstan RFT	35 mins
08.02.14	Gimmerburn-Ranfurly Road, Gimmerburn	Mowing grass, hit rock	Vegetation	Ranfurly FB, RFT	40 mins
09.02.14	Letts Gully Road, Letts Gully	Electrical fault	Oven fire	Alex FB Dunstan RFT	30 mins
10.02.14	Puketoi Road/Wilson Road, Puketoi DOC	Machinery	Vegetation	Ranfurly FB, RFA, RFT	1 hour
13.02.14	Lindis Pass-Tarras Road, Tarras	MVA	Rescue	Cromwell FB Luggate FB Tarras RFB	1 hour 5 mins
16.02.14	Lindis Pass-Tarras Road, Lindis Valley	MVA	Car and vegetation	Luggate FB Cromwell FB Tarras RFB, RFT	2 hours
17.02.14	Moutre/Disputed Spur Road, Chatto Creek	Machinery	Vegetation	Omakau FB Alex FB Blackstone RFB Dunstan RFB, RFT	2 hours 55 mins
24.02.14	Lindis Pass-Tarras Road, Lindis Pass	MVA	Rescue	Omarama FB Cromwell FB Otematata FB Tarras RFB	1 hour 50 mins
27.02.14	Cornish Point Road, Cromwell DOC	Mower hit stone sparking a fire	Vegetation	Cromwell FB Dunstan RFB Tarras RFT DOC RF 2x helicopters	2 hours 50 mins
27.02.14	White Road, Omakau	Chainsaw cutting firewood	Vegetation	Omakau FB Alex FB Blackstone RFB Ranfurly RFT	2 hours 10 mins
28.02.14	Cornish Point Road, Cromwell DOC	Flare up from previous days fire	Vegetation	Cromwell FB Dunstan RFT	1 hour 35 mins

Date	Location	Cause	Fire Type	Brigade	Time
18.03.14	Roxburgh East Road, Roxburgh East	MVA	Rescue	Roxburgh FB Millers FB Ettrick RFB	35 mins
23.03.14	Marshall Road, Earnsclough DOC	Sparkler (fireworks)	Vegetation	Alex FB Dunstan RFT	30 mins
25.03.14	Ettrick Raes Junction Road, Island Block	MVA	Rescue	Millers Flat FB Roxburgh FB Lawrence FB Ettrick RFB	3 hours 25 mins
27.03.14	Ripponvale Road, Cromwell	Unknown	Fire in wheelie bin truck	Cromwell FB	20 mins
27.03.14	Ida Valley-Omakau Road, Ida Valley	Steam from vehicle engine. Good intentions, no action	Truck	Omakau FB Alex FB Blackstone RFB Dunstan RFT	50 mins
29.03.14	Ardgour Road, Tarras	MVA	Rescue	Luggate FB Cromwell FB Tarras RFB	1 hour 15 mins

RB – Fire Brigade

RFT – Rural Fire Tanker

RFA – Rural Fire Appliance

RFB – Rural Fire Brigade

PRFO – Principal Rural Fire Officer

DOC – Department of Conservation

DCC – Dunedin City Council

# 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.



60,262 page views. Work went in to preparing an entry for the Association of Local Government Information Management (ALGIM) 2014 Web & Digital Awards, putting the CODC website up for the Best Redevelopment Council Website category.

# Communications

## New Communications Channels

An official Council Facebook page – [www.facebook.com/centralotagodistrictcouncil](http://www.facebook.com/centralotagodistrictcouncil) – was launched in January. By the end of the quarter we had reached 758 page likes, which when benchmarked against other similar sized councils is a great result. But more so than page likes, what is pleasing to see is the positive levels of engagement and discussion on the page.

In February we launched a YouTube channel for Council as another way to complement our traditional methods of communications. Our first video upload to the channel was a clip on the Alexandra Water Supply Upgrade, aimed at generating interest in the upcoming consultation. The video was watched almost 700 times and generated a lot of discussion on social media and on the streets.

Mid-March Water Services staff, along with the Communications Coordinator, Three Waters Infrastructure Chair and Deputy Chair had a stand outside New World at a weekend to promote the consultation and be available to discuss the issue with/answer questions from the community. All involved felt it was a worthwhile exercise and something to try more of in the future.

Viewer statistics for the Council website remained fairly steady compared to the previous quarter with

# 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.



## Cromwell Service Centre – Kitchen Upgrade

A small upgrade of the kitchen was completed to provide a better hot water supply and a dishwasher.

## William Fraser Building

The Probation Office has moved from the Kelman wing to the ex NIWA building following the buildings new fitout by the tenant. The new lease is for a 6 year term plus 2 ROR of 3 years each and a commercial rental.