

July to September 2016  
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.

<p><b>Water</b></p> <p>Drinking Water Supply, Legislative Monitoring and Reporting, New Connections, Maintenance, Replacement, Renewals</p>	<p><b>Wastewater</b></p> <p>Resource Consent Monitoring and Renewals, Treatment and Management, Trade Waste Management, System Development, Connections</p>	<p><b>Stormwater</b></p> <p>Open Channel Maintenance, Drain Clearance, Reticulation Management</p>
<p><b>Transportation</b></p> <p>Sealed and Unsealed Roads, Signage and Traffic Services, Bridges, Maintenance and Renewals, Drainage, Vegetation Control, Street Cleaning, Minor Improvement Projects, Footpaths and Carparks, Winter Maintenance, Emergency Works, Asset Management, Road Safety</p>	<p><b>Other Infrastructure</b></p> <p>Waste Minimisation, Elderly Persons' Housing, District/Commercial Property, Public Toilets, Airports</p>	<p><b>Community Services</b></p> <p>Parks and Recreation, Cemeteries, Community Facilities, Libraries, Swimming Pools</p> <p>District Development: Economic Development, Tourism, Community Planning, Visitor Information Centres, Central Otago Brand, Promotions and Grants</p>
<p><b>Planning and Environment</b></p> <p>Resource Management, Building Control, Alcohol Licensing, Dog Control and Registration, Environmental Health, Emergency Management</p>	<p><b>Governance and Corporate Services</b></p> <p>Elected Members' Support, Administration Buildings, Personnel, Communications, Customer Services and Administration, Financial Planning &amp; Reports, Information Systems</p>	

# DECISIONS MADE TODAY

Decisions made today will affect tomorrow

# WATER





# Water Services 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 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.

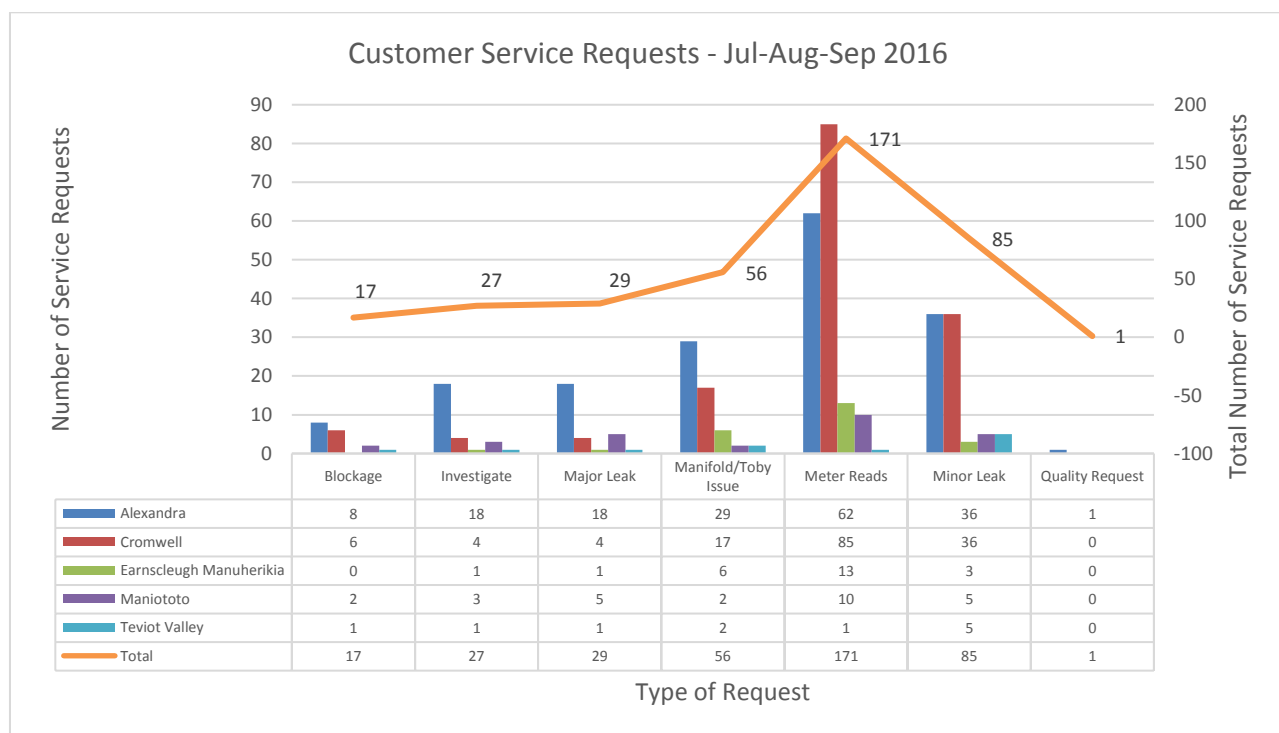
Our goal is to provide certainty in the quality and availability of residential water supplies, as well as education on water conservation.

**This activity contributes to the following community outcomes:**



## Customer Service Requests

Analysis of customer service requests for water, wastewater and stormwater over this quarter shows the majority of service requests relate to water meters, typically requests for final reads for property settlements, with the majority of these in Cromwell and Alexandra.



NB: These service requests are the external customer requests relating to the service.

The high number of meter reads is a result of growth within the district where residents are requesting final meter reads prior to property ownership or tenancy changes.

# Water

We manage nine public water supply schemes, servicing approximately 13,500 residents. We **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.

This activity contributes to the following community outcomes:



## Water Supply Quality

Central Otago District Council manage nine water treatment plants which supply drinking water that meets New Zealand Drinking Water Standards to twelve distribution zones (towns). Over the last quarter we have had one water quality complaint regarding taste in Alexandra. All distribution zones have achieved bacterial compliance. The treatment plants also achieved bacterial compliance except for the Omakau plant due to an extended rain event.

## Roxburgh Water Source

The Roxburgh water source has been restricted to only one of the two bores due to poor quality from one of the bores. The drilling of a new bore, located 50m north of the existing borefield, has been completed. The new bore has been developed and test pumped over several days to prove quality and quantity requirements are met. Council's property team is in the process of completing the land purchase for part of the site containing the bore. Once the property purchase is completed the existing bore pump and controls will be relocated from the old bore and an enclosure will be constructed over the new bore.



*Drilling of the new bore*

## Letts Gully Water Pump Station

Upgrades to the Letts Gully pump station have been completed to improve pressure and flow restrictions. This booster pump station had only one pump installed and was running with limited controls, which resulted in pressure issues around the area during summer.

The pump station was upgraded with a more robust system consisting of two new pumps and one standby pump. The upgrade also included an improved control system to provide variable speed control of the pumps for improved efficiency and enhanced pressure management.



*Old booster pump station.*

## Patearoa Water Storage Reservoirs

The reservoirs at Patearoa consist of 18 tanks. Six of these are at the end of their life and require replacement. These works are planned for the next few months and include the replacement of the six old tanks and some pipe work changes to improve flow through all the tanks.



*New Booster Pump System with improved pressure control and capacity.*

## Reticulation Renewals

The renewal of water reticulation network along Inniscort Street in Cromwell has been completed.

The water mains in Inniscort Street from Achil Street to Antrim Street were renewed. The new water main was located in the berm on the north side of Inniscort Street. A new small diameter rider main was also constructed on the opposite side of the road to avoid numerous service laterals crossing the street. The new layout is designed to lower future costs of service renewals and costly road reinstatements.



# RESPECT FOR THIS LAND

Respect for this land will ensure we act sustainably

# WASTE water



# Wastewater

We manage eight public wastewater schemes, 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**. Privately owned septic tanks are used in townships without reticulated schemes.

This activity contributes to the following community outcomes:



## Wastewater Performance

Services relating to wastewater for the past quarter have performed very well. There have been no wastewater overflows and no complaints of odour.

All treatment plants have been operating within their consent limits and achieved compliance.

## Alexandra Wastewater Treatment Plant

Repairs to faulty weirs on the clarifier and sludge thickener at the plant have been completed to improve the treatment process and quality of water discharge from the plant. The work was particularly time consuming however necessary to improve the plant's sludge processing efficiency. This is the first time the weirs had been worked on since the plant was built in the late 1980s.



*Removal of the old weir in the sludge thickener.*



## Naseby Wastewater Treatment Plant

Work has been completed at the Naseby wastewater treatment plant to continue to meet resource consent conditions. The work involved the installation of a screen on the inlet of the treatment plant to reduce inorganic material entering the oxidation ponds. The screen requires regular cleaning and disposal of items such as wet wipes, sanitary products and wrappers, stones and clothing material.

Please remember the three P's – Pee, Poo, Paper – these are the only things that should be flushed.

Some further conditions for the consent renewal require the monitoring of outlet flow from the plant and the installation of additional filter beds. This work will be part of another project in the near future.



*Naseby WWTP Screen*

## Alexandra Wastewater Treatment Plant Upgrade

The major upgrades to the Alexandra wastewater plant are nearing completion with some of the ancillary control works and pipe changes being completed over recent months. We expect final commissioning of the upgrade to be complete by the end of the year.

## Cromwell Wastewater Treatment Plant

The Design and Build contract for the treatment works has been provided to the successful tenderers from the Expression of Interest stage (Downer and Fulton Hogan). The award of the tender is expected to be known around March next year.

The Desludging of Pond 2 has now been completed and the Bannockburn connection is under construction.

# BE RESOURCEFUL

Be resourceful to find innovative solutions

# STORM water



# Stormwater

Our 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).

**This activity contributes to the following community outcomes:**



## Stormwater Performance

There have only been several minor stormwater requests received. All of which were assigned to the roading division for inspection/repairs.

No flooding events were reported and the stormwater operated within discharge consents.

## Alexandra

Upgrades to an existing stormwater pipe in Poplar Grove have been planned for late October. This section of pipe is one of the main outlets for the Bridge Hill Catchment that includes Aronui Road, Gillaly Way, Bodkin Road, Craig Place and Kamaka Crescent.

The existing pipe in Poplar Grove is smaller than the connected pipes in Earnscleugh Road and is a restriction in the network that can cause blockages and holds up the flow of water during heavy rain events.



*Approximate catchment area for the Poplar Grove Outlet.*



# District Wide Maintenance

Maintenance of stormwater facilities has continued to ensure an efficient stormwater network with minimal disruptions to property and transport networks.

These maintenance activities have included manhole inspections, open drain and channel clearing, inlet grate clearing and repairs.



*Stormwater Grate in Gillaly Way, Alexandra.*



*Perry Street Ranfurly pipe inspection.*



*Inspection of stormwater pipe in Roxburgh, which was found to be partially blocked and required clearing.*

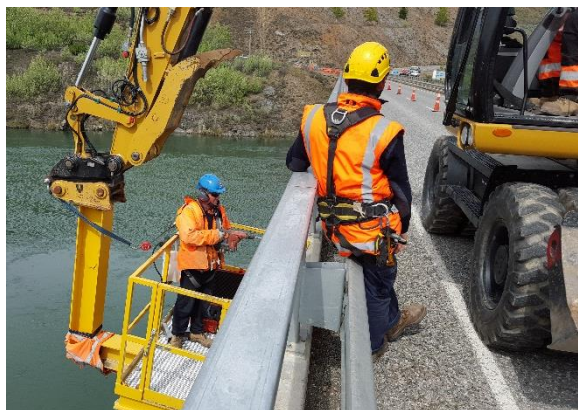
# Major Projects

## Cromwell Wastewater Upgrade

### Progress Last Quarter

This project is now in the second stage of the tender process for a design and build contract to upgrade the treatment plant to meet resource consent requirements and future demand.

Fulton Hogan and Downer have been selected from nine tenders to proceed to the design stage of the tender process. This stage is now progressing well. The two tenderers have indicated that they are confident that the construction can be completed by



March 2018 so that testing can be completed during the peak flows experienced during wine vintage.

Fulton Hogan was the successful tenderer for the contract for connection of Bannockburn wastewater to the Cromwell Treatment Plant.

Construction of the rising main from Bannockburn Bridge to Richards Beach Road is underway with completion expected by Christmas. Over 2.5 km of pipe is now in place and has passed the testing requirements. Valves are still to be installed. Work has commenced laying the pipe along Cairnmuir Road section of the pipeline route. Excavation for the emergency storage tank has been completed, including some extra excavation in rock. The 75m<sup>3</sup> tank is now in place including anti floatation anchors. Most of the new 100 diameter steel pipe has been attached to the bridge using a mancatcher. This method has worked well and resulted in a significant cost saving on this component of the project.

Traffic management has been well managed and has been audited several times by the Roading Team. There have been no health and safety incidents.



### Progress Expected Next Quarter

Designs and tenders from the two tenderers for the Wastewater Treatment Plant are due on 23 December. These will be reviewed during January. We anticipate a report being provided to the February meeting of the Three Waters Committee. This will include a recommendation on which design option to proceed with.

Discussions are ongoing with LINZ to confirm the actions on its land where the outfall pipe is located.

A new 100 diameter water main along Richards Beach Road to improve water supply to the wastewater treatment plant will commence in late October under the Bannockburn pipeline contract.



# Lake Dunstan Water Supply

## Progress Last Quarter

Water quality samples have been taken from Clyde bore and the results received. The proposed bore site is able to provide the capacity and quality of water required.

A consultant (Beca) has been engaged to undertake an outline design. This involves identifying the different design options for location of the reservoir, and pipeline configurations and route. We anticipate that these options will be presented to the Three Waters Committee in March. A preferred option will be selected and detailed design of this option will then be undertaken.

The consultant has inspected the old reservoir site above Clyde and this will be included in the options to be considered.



# ADD VALUE

Add value. Ask yourself is there a better way?

# TRANSPORTATION

cycleways footpaths car parks  
road safety bridges street lighting



# Transportation

Our Transportation activity **enables the movement of goods, people and services across our district**. We have 1886km of roads spreading throughout the district, with 1739km of rural roads and 147km of urban streets.

We have 175 bridges, just under 5000 culverts and close to 12,000 hectares of road reserves. Our focus for the next 10 years is to **deliver an efficient, fully accessible, safe roading network**.

This activity contributes to the following community outcomes:



## Performance Monitoring

Council's goal is to ensure

- an efficient, fully accessible, safe roading network.

The core values we aim to deliver are:

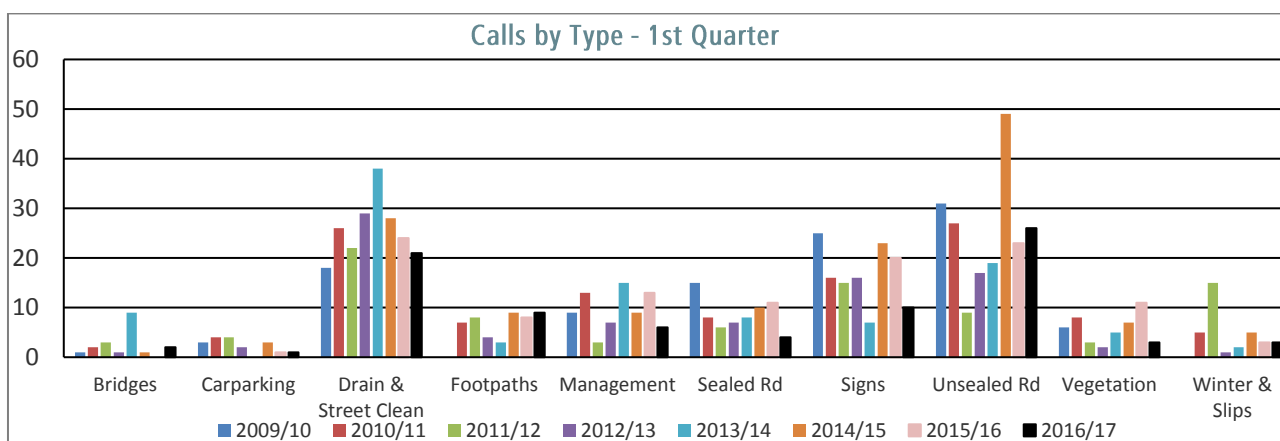
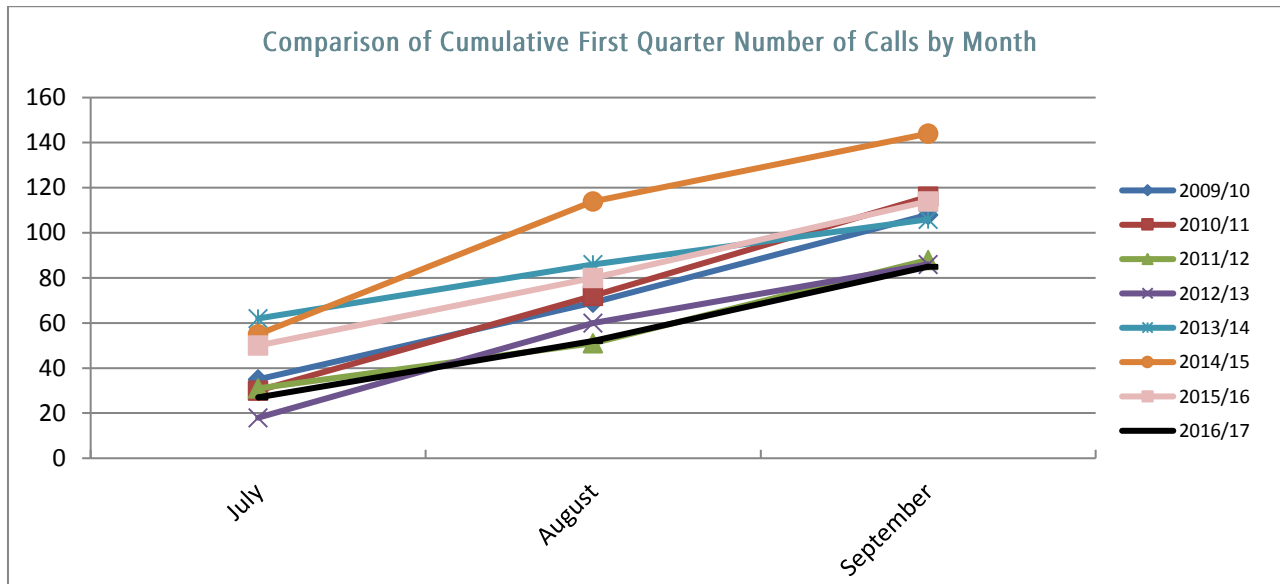
- Timely intervention
- Informed customers
- Quick response
- Efficient work practises
- Quality outcomes



## Timely Intervention

The continued focus on addressing ongoing issues and improving responsiveness to calls within performance measure timeframes resulted in a reduction in the number of calls received during the first quarter. The number of calls received during the quarter was the least received in a first quarter during the current Roothing Physical Works Contract. We intend to continue this focus.

Year	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17
Number of calls for first quarter	108	116	88	86	106	144	104	85

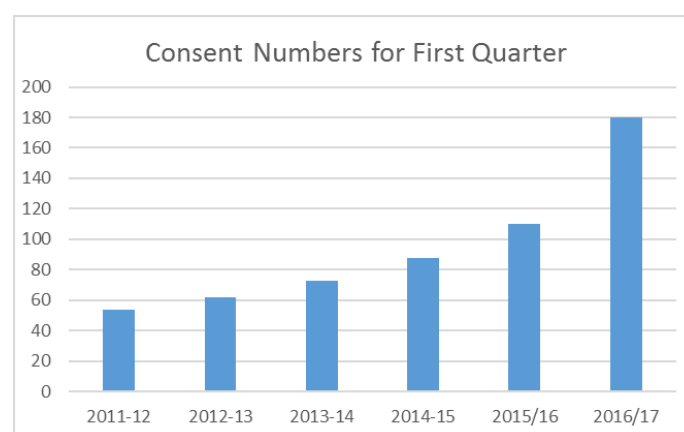


## Quick Response

The upward trend in the number of consent applications received has continued at an ever increasing rate. This resulted in a 64% increase in the number of consents received in the first quarter of this year compared to the same period in 2015/16.

The average length of time taken to issue a consent during the quarter was 2.4 days. This compares with an average of 1.5 days to issue consents during the 2015/16 year. The large increase in numbers of consents processed has obviously impacted the processing time. However, the introduction of the 'SiteWise' health and safety requirements added complexity to many of the consents, which significantly impacted on processing times. Although the response time does not meet our performance target of two days the addition of an Assistant Roding Engineer to our team will help to reduce the response time.

## Consent Numbers - Annual First Quarter



Type of Consent	Type of Consent Applications Received					
	2011-12	2012-13	2013-14	2014-15	2015/16	2016/17
Traffic management plans	17	19	19	32	28	33
Road opening notices	26	24	36	34	48	89
License to occupy	1	1	3	9	9	2
Yard encroachment	1	2	1	1	4	7
Vehicle crossings	5	11	8	8	11	41
Generic traffic management plans	3	1	5	4	10	6
Road closures	1	4	1		0	2
<b>Total for Quarter</b>	<b>54</b>	<b>62</b>	<b>73</b>	<b>88</b>	<b>110</b>	<b>180</b>

#### Consent Type Details

## Safety Outcomes

Two people were seriously injured in crashes on Central Otago District Council managed roads during the fourth quarter of the 2015/16. Crash information is provided by the New Zealand Transport Agency and as with past reports covers crashes occurring up to the end of the previous quarter.

Both crashes in which people were seriously injured occurred in the Teviot Valley ward on roads leading to Lake Onslow. The fact that both roads are steep windy low volume gravel roads possibly contributed to both crashes. Inexperience on such roads may have played a part in the crashes. The low number of crashes does not enable a credible trend in the causes to these crashes to be identified.

Comparison of Crash Statistics on Local Roads from 1 April 2016 to 30 June 2016	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16
Number of <b>serious</b> crashes on local roads	3	1	3	2	1	2
Number of <b>fatal</b> crashes on local roads	1	0	0	0	0	0
Number of people <b>seriously</b> injured on local roads	3	2	3	2	1	2
Number of people <b>fatally</b> injured on local roads	1	0	0	0	0	0

## 2016/17 Renewals Programme

### Reseal Programme

The strategy to maximise the life of the sealed surfacing on our roads has continued. Regular monitoring of the seal condition confirms that the risk of resealing too late has not increased beyond what is acceptable.

Reseal construction is programmed in the second and third quarters of the year as it needs warm temperatures. Preparation for the resealing is however underway. The sites to be sealed have been

finalised and seal designs for each site are under investigation. During the quarter identification of pavement and drainage faults has been completed. Repair of these faults also began during the quarter.

Residents adjoining sections of road to be resealed will be advised in writing well before the reseal along with further communication two days before sealing. This will ensure residents are aware of what is planned and will minimise inconvenience to them and the contractor during construction. In addition, the final resealing list will be available on our website.



## Resealing Programme 2016/17

Road	Length	Area	Notes
EARNSCLEUGH ROAD	360	ALEXANDRA	
LOOKOUT DRIVE	496	ALEXANDRA	
RUSSELL STREET PARK ACCESS ROAD	80	ALEXANDRA	
ALPHA STREET	1041	CROMWELL	
BARRY AVENUE	1256	CROMWELL	
GILLING PLACE	131	CROMWELL	
JOLLYS ROAD	346	CROMWELL	
LOWBURN TERRACE	374	CROMWELL	
LOWBURN VALLEY ROAD	1000	CROMWELL	
LYNN LANE	302	CROMWELL	
MALLETT LANE	135	CROMWELL	
MELMORE TERRACE	70	CROMWELL	Achil Street Intersection
MITCHELL PLACE	51	CROMWELL	
MURRAY TERRACE 1	25	CROMWELL	Asphalt Pull-in Car park area
MURRAY TERRACE 2	108	CROMWELL	Asphalt Pull-in Car park area
MURRAY TERRACE 3	55	CROMWELL	Asphalt Pull-in Car park area
RUFFELL ROAD	2286	CROMWELL	
SANDFLAT ROAD	613	CROMWELL	
SARITA PLACE	210	CROMWELL	
SUNHAVEN COVE	345	CROMWELL	
WAENGA DRIVE	177	CROMWELL	
EARNSCLEUGH ROAD	2310	EARNSCLEUGH	
GOLDEN ROAD	4928	EARNSCLEUGH	
MATAU STREET (CLYDE)	112	EARNSCLEUGH	Matau Bridge and approaches
NELSEN RIDGE ROAD	4287	EARNSCLEUGH	
SPRINGVALE ROAD		EARNSCLEUGH	Pit Access
MILLERS FLAT BEAUMONT ROAD	1130	ROXBURGH	
SCHOOL ROAD (MILLERS FLAT)	73	ROXBURGH	
TAMBLYN DRIVE 2	510	ROXBURGH	
Total	22,811		
Road	Length	Area	Notes
Unsubsidised Sites			
POPLAR GROVE	134	ALEXANDRA	Car park access road/area
THOMPSON STREET CARPARK 1		ALEXANDRA	Car park area
CLYDE BRIDGE CARPARK	221	EARNSCLEUGH	Car park access road/area
CLYDE TO ALEXANDRA TRACK ACCESS	175	EARNSCLEUGH	Car park area
RUSSELL STREET CARPARK	80	EARNSCLEUGH	Car park area

## Metalling Programme

The metalling programme will be focused in the Earnscleugh and Maniototo areas this year. Preparation for metalling commenced during the quarter including finalising the programme, arranging

gravel sources and drainage improvements on the programmed roads.

The bulk of the remaining programme for the next two years will focus on the Manuherikia and Maniototo areas and on spot metalling of tracks utilising crews established in the relevant areas.

### Re-metalling List 2016-17

Road name	Pit	Start RP	End RP	Length (m)
<b>Maniototo</b>				
AGNEW ROAD	Agnew Pit	0	5754	5,754
HILLS CREEK ROAD	Agnew Pit	0	2750	2,750
MCKNIGHT ROAD	Agnew Pit	0	2400	2,400
WOOLSHED ROAD	Agnew Pit	0	3178	3,178
CLUNIE ROAD	Johnny Hore Dam	0	2003	2,003
DOMAIN ROAD (WAIPIATA)	Johnny Hore Dam	0	602	602
FACTORY ROAD	Johnny Hore Dam	0	1303	1,303
HORE ROAD	Johnny Hore Dam	0	3062	3,062
KYEBURN RIVER ROAD	Johnny Hore Dam	7666	11857	4,191
MUNDELL ROAD	Johnny Hore Dam	0	4600	4,600
SCHOOL ROAD (WAIPIATA)	Johnny Hore Dam	205	797	592
SCOTT LANE	Johnny Hore Dam	0	3086	3,086
SWINBURN BACK ROAD	Johnny Hore Dam	0	3226	3,226
GEDDES ROAD	Johnny Hore Dam	0	400	400
AITKEN ROAD	O'Neills	0	2070	2,070
ALLISON LANE	O'Neills	0	5686	5,686
BARNEYS LANE WEST	O'Neills	6161	12568	6,407
CLIFFS ROAD	O'Neills	0	1507	1,507
CREAMERY ROAD	O'Neills	0	2833	2,833
GIMMERBURN ROAD	O'Neills	0	6700	6,700
GIMMERBURN-NASEBY ROAD	O'Neills	9990	11967	1,977
GIMMERBURN-WAIPIATA ROAD	O'Neills	5136	13217	8,081
GREER ROAD	O'Neills	0	2677	2,677
JOHNSTON ROAD	O'Neills	0	72	72
LOWER GIMMERBURN ROAD	O'Neills	0	7007	7,007
MCATAMNEY ROAD	O'Neills	0	235	235
MCSKIMMING ROAD	O'Neills	0	752	752
MOA COTTAGE ROAD	O'Neills	0	3027	3,027
<b>Earnscleugh</b>				
GRAVEYARD GULLY ROAD	Kelliher	0	1758	1,758
KEDDELL ROAD	Kelliher	0	1985	1,985
KELLIHER LANE	Kelliher	0	1195	1,195
LEWIS ROAD	Kelliher	0	2400	2,400
WAIKERIKERI VALLEY ROAD	Kelliher	2370	6395	4,025

Road name	Pit	Start RP	End RP	Length (m)
Manuherikia				
BEATTIE ROAD	TBC	0	4534	4,534
DUNSTAN CREEK ROAD	TBC	0	2202	2,202
LAUDER STATION ROAD	TBC	0	2640	2,640
PAULEY ROAD	TBC	0	878	878
SHEPHERDS FLAT ROAD	TBC	0	2530	2,530
ST BATHANS BACK ROAD	TBC	0	1425	1,425
ST BATHANS DOWNS ROAD	TBC	0	13436	13,436
ST BATHANS LAKE ROAD	TBC	0	292	292
ST BATHANS LOOP ROAD	TBC	17085	26920	9,835
UNNAMED OFF ST BATHANS DOWNS ROAD	TBC	0	1460	1,460
VINEGAR HILL ROAD	TBC	0	840	840
			Total (m)	40,072

Problems have been encountered obtaining a suitable gravel source in the St Bathans area. These are currently being worked through. The table above is based on the successful resolution of the issues.

## Eco Seal Programme

Eco seal is a low cost seal which is used primarily for dust suppression instead of waste oil. A side benefit is that it maintains the road surface in good condition. The Council eco seals sections of gravel

road that are within 100m of a residence. Generally, a 100m long section of eco seal is constructed, sometimes this may need to be longer. The surface of a gravel road approximately a year after it has been re-metalled provides an excellent surface on which to apply the eco seal. Eco sealing is therefore normally programmed for the summer following re-metalling.

### Eco Seal List 2016-17

Road	Sections	Length
JOLLY ROAD (TARRAS)	1	100
THOMSON GORGE ROAD	1	180
KOKONGA ROAD	4	400
TREGONNING ROAD	1	100
TYRONE STREET (Cemetery)	1	140
WAIPIATA-KYEBURN ROAD	3	300
CROSS STREET (Cemetery)	1	65
BENNET ROAD	2	200
BRANXHOLM STREET 3	1	80
EDINBURGH STREET	1	230
FRAMES LANE	2	200
TOTALS	18	1995
Provisional Sites		
AITKEN ROAD	3	390

## Bridges

No significant bridge repairs were carried out during the quarter apart from repairs to handrails resulting from vehicle strike damage.

Investigations will be carried out by structural engineers to identify works needed to minimise the need for heavy vehicle posting restrictions on our bridges.

Frequent monitoring of the Rua Hores Bridge on the St Bathans Downs Road has been undertaken over the quarter as significant movement of the structure has been occurring during higher flows in the Manuhirikia River. The future of this bridge will need to be discussed with various stakeholders soon and the Council will need to decide whether the bridge should be repaired or decommissioned.

Another bridge that has been investigated during the period is the Jedburgh Street Bridge. Abutment stabilising works are planned in the near future. This will be timed so it does not impact on the transport of fruit during the harvest period.

Reports on these bridges will be provided to the Roading Committee for its consideration soon.

## Street Lighting

During the quarter a small number of streetlights had their existing luminaire replaced with new LED luminaires. Following a request from the Naseby community the Council decided, where possible and appropriate, to use 3000 Kelvin luminaires rather than the 4000 Kelvin luminaires. 3000 Kelvin luminaires are compliant with the International Dark Sky Association requirements to achieve Dark Sky accreditation.

It is intended that the replacement of the luminaires being purchased off Delta will be replaced as a priority package as soon as the purchase agreement with Delta is finalised. Negotiation of this agreement is almost complete. It is expected that the first significant package of replacements will be underway in the second quarter.

## Minor Improvement Program

The 2015-18 Minor Improvement Budget is \$437,000 per annum. \$300,000 per annum is allocated to LED street light replacements.

A further \$37,000 is allocated to minor works associated with programmed renewals. This includes work done to prolong the life of the renewals such as minor widening at access ways and corners with reseals.

A report regarding the remaining programme for 2016/17 and 2017/18 will be presented to the Roading Committee following adoption of an updated Minor Improvement Prioritisation Policy.

# CREATE GOOD INFRASTRUCTURE

Create good infrastructure in a non-invasive way

## OTHER infrastructure

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





# Waste Minimisation

Through our Waste Management activity, **we collect and dispose of your rubbish**, and provide access to transfer stations, green waste sites and recycling drop-off facilities. In the Waste Minimisation side of our activity our focus is to lead, facilitate and **educate the community on wiser use of resources** and environmental sustainability.

This activity contributes to the following community outcomes:

SUSTAINABLE ENVIRONMENT

SAFE & HEALTHY COMMUNITY

## Waste Minimisation Activities

*Provided by CODC Waste Minimisation Officer*

### Community Waste Minimisation and Sustainable Living

#### Thyme Festival

Planning for the creative arts and sustainability festival was in full swing during this quarter. The festival's communications are getting an overhaul. This includes the brochure, newspaper advertising, posters, web and workshop flyers. Planning to improve the streamlining of this information will allow it to be better used across different media, including: web, print and video. A range of workshops and presentations focussing on; waste free living, 'Love Food Hate Waste', climate change and sustainability are included in the programme.

#### Love Food Hate Waste

The 'Love Food Hate Waste' campaign has been supported at community events in Bannockburn, Tarras and Alexandra. A Facebook competition was also held requesting members of the public to contribute top tips to reduce food waste and favourite recipes for leftovers. The recipes are available on Council website and on the national site. [www.lovefoodhatewaste.co.nz](http://www.lovefoodhatewaste.co.nz). The winners were presented with a bag of 'Love Food Hate Waste' goodies.



Bannockburn Love Food Hate Waste



Tarras Love Food Hate Waste



Love Food Hate Waste competition prizes

### Keep New Zealand Beautiful

CODC and Keep Alexandra Clyde Beautiful hosted the annual Keep New Zealand Beautiful Clean Up Week 2016. KNZB provide bags for recyclables and for rubbish, gloves, stickers, certificates and other resources free to registered events. Eleven events were registered with participants receiving a chit for free disposal of waste at the CODC transfer stations.

### TA Forum

The Waste Minimisation Officer has been nominated onto the national WasteMinz steering committee again. The eight members contribute to strategic areas of focus including: Product Stewardship, WMMP Reviews, MfE Levy Review and the National Waste Data Framework Project.

## Closed Landfills

### Ettrick

Remedial work was carried out on the landfill cap at the Ettrick closed landfill. The work is required to meet ORC consent conditions.

Quarterly inspections and groundwater monitoring were carried out at all closed landfill sites in September. The results will be compiled into the annual report prepared for ORC in November.

## Drop-Off Recycling Facilities

### Poolburn

The 'Waste Free Parenting' workshop held at the Poolburn Hall resulted in a greater awareness of the impacts of putting waste and recycling in farm pits. Several local women are now keen to establish a recycling facility for the Poolburn community. Options to locate the facility at the Poolburn Hall have been considered by the Hall Committee and the wider community. This will have the benefit of reducing pressure at the Omakau facility and providing easier access to recycling for the local community.

### Omakau

The location of the Omakau recycling facility was put out to public consultation. The results of the online survey indicated that the majority of respondents wanted the facility to remain in its current location on Deaker Street. The Council considered the full report in September and approved the proposal to leave the facility in its current location.

### Alexandra

A review of the access to the recycling drop off facility at Boundary Road is underway. This will include improvements to the entrances/exits of the transfer station and Wastebusters.

## Kerbside Collections and Transfer Stations

### Transfer Stations

The greenwaste material has been dozed over the closed landfills at the Cromwell and Alexandra Transfer Stations. The new Ranfurly greenwaste site has been accepting loads and the material is currently being utilised on site to contribute to the closed landfill cap. Due to two resignations and one dismissal, new operating staff have been appointed at the Roxburgh, Cromwell and Alexandra transfer stations.



Cromwell greenwaste site

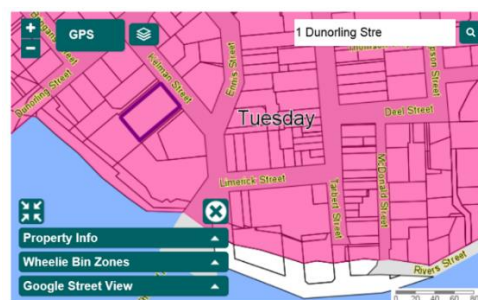
### Scrap Metal

The price of scrap metal on the market has dropped significantly and there is not a good outlook for an increase in value. This means that some local scrap metal merchants are refusing cars and other metals for scrap. This situation has seen an increase in scrap metal being dropped at the CODC transfer stations. The Waste Minimisation Officer will be investigating options for managing this situation and will be reporting back on this to the Property and Waste Committee.

## Kerbside Recycling

### Collections

The calendars identifying the 2016/17 collection days for recycling and rubbish are now available online. Hard copy calendars were not distributed to households, but are available from service centres. We have also introduced a new online tool where you can type in an address and see what day the bins will be collected.



Online collection day tool

### Wheele bins

With the colder weather comes frozen bins and burnt bins. Several burnt bins this winter season are reminders that hot ashes need to rest for a minimum of 10 days. Communications across various media went out.

### Contamination

There has been an increase in non-glass material being placed in the glass kerbside recycling bins in Cromwell. Contamination notices were issued and the residents alerted that the bins will not be emptied if it is a repeat offence.

### Needles and sharps.

A number of incidents of needles or sharps being put in recycling bins in Invercargill and Dunedin has led to the Otago/Southland waste minimisation group working to improve information regarding safe disposal options. The group is has made enquiries into

the available options for the region and is developing communications about safe options. The group will work together with the local pharmacies to improve consistent communications with pharmacies, medical centres and councils across the region.

### Glass

Media attention regarding QLDC kerbside glass collection resulted in public enquiries regarding CODC recycled glass. CODC kerbside collection glass is mixed coloured and transported directly to Fulton Hogan, Parkburn to be crushed and incorporated into road aggregate. While the CODC kerbside collection glass often contains very low levels of contamination, it is not sufficient to cause concern. The glass bottles collected at the CODC drop off facilities (serviced by Wastebusters) are coloured separated and are sent to Owens Illinois furnace to be turned in to new glass bottles.

## CODC Performance Measures

Performance measure	Q1 2015/16	Q1 2016/17	Full year 2015/16
<b>Total materials to landfill*</b>	1460T	1716T	7821T
<b>Total materials recycled</b>	599T	561T	2641T
<b>Total amount generated per rateable property**</b>	152kg	168kg	775kg
<b>Rubbish bin weight average</b>	17.5kg	20.4kg	19kg
<b>Residents satisfied with Council waste minimisation efforts</b>	-	-	89%
<b>Compliance with resource consents for closed landfills</b>	-	-	89%

\*Does not include biosolids.

\*\*Total materials (recycling and rubbish) shared across all rateable properties (13,525). A per household average of how much material is used and placed out for collection at the kerbside.

## Enviroschools

*Highlights Provided by Enviroschools Facilitator*



### Schools

**Goldfields Primary** revisited what nude food and waste free lunches mean, and why they are an important aspect of sustainability in schools. They presented a fun interactive session to five different classes.

**St Gerards** followed up its school waste audit from 2015. Their findings showed there has been a real change in the school with less waste and more food scraps making it to their compost bins, which feed the school garden. They also identified that more work needs to happen with alternatives to single use snack packaging.

**Alexandra Primary** held a staff meeting to raise the focus on sustainability in preparation for a full school inquiry of what sustainability means locally and globally. The staff looked into aspects of sustainability and how this translates into school life and the wider world. Technology was of particular

interest and where this can lead to innovative design and sustainable practices for the world.

**Roxburgh Area School** participated in a learning session on waste free lunches and the impacts of waste in our environment. The Enviro Group led a tour of their school showcasing their wonderful mural art and their flourishing vege gardens.

**All Alexandra primary schools** participated in an Enviro cluster meeting. The time was spent discussing plans for school gardens.

**Cromwell Primary** continued its focus on learning for sustainability in term 3 and performed two end of term productions. The seniors performed 'The Lorax' and the juniors created their own story, which showed how current consumption and lack of care for the environment could create a very disastrous future. The message conveyed was very clear to the audience with one of the final songs appealing to audience members to consider the environment before purchasing stuff, and to reduce, reuse and recycle.

**The Enviroschools room at Thyme Festival** has filled with six schools booking in over three days. There is also an Enviroschools competition on native birds of New Zealand that Central Stories will display for four weeks.

'**Outlook for Someday**' film workshops were held in Alexandra in early August. The one day workshop filled quickly and students learned many new skills on making films and developing storylines based on sustainability.

## Plans and Issues

**Thyme Festival 2016** will see Enviroschools activities happen at Alexandra Community House over 3 days, and a native bird project competition on display at Central Stories for 4 weeks.

**Cromwell Primary** is preparing for an Enviroschools reflection at silver (second step) this term. This step is important in consolidating the learning that has occurred in the school and is a way to focus on the embedded practices that are part of school life and reflect sustainable thinking.

**Clyde Primary** is developing an action plan to help with pest control in and around Clyde. Working towards helping the existing Project Gold plantings, there will be a workshop with students to make tracking tunnels to establish what pests may be present. Next steps will be discussing with relevant groups how and where traps may be set and monitored. School reflections will be conducted this term, offering the schools an opportunity to think about the

goals they set at the beginning of the year and what direction they wish to head in the new year.

**Press Coverage:** High school representatives were photographed following their presentation to CODC on single use plastics. An opinion piece from Anna Robinson on reflection processes was published.

## Sustainable Living

*Highlights Provided by Community Sustainability Facilitator*



**Making A Difference**  
For Central Otago

### Plastic Free July

Plastic Free July is a global action awareness campaign, started in Western Australia and now involving people in 90 countries. This year the focus was on microbeads, single use plastic straws, takeaway coffee cups and lids. Interested people were given diaries in which to note challenges and successes. Information will be collated into existing 'plastic free living' resources.

### Clyde Railhead Community Nursery

Nursery volunteers have been planting at Korimako Corner, a fenced area adjacent to Trail Journeys. Working bees are continuing every Thursday morning and every second Sunday. The nursery has received a grant from the Hazlett Trust to provide some shade areas for volunteers as well as provide some interpretive signage. Research is still ongoing to implement an appropriate governance structure and to fund a site manager.



Working bee at the community nursery



### US Embassy Fund for Youth Project

MAD4CO received a grant from the US Embassy to host a young people's environmental learning video project.

### Southern Sustainable Building

The building network held a presentation by 'Hiberna - Construction and Architecture' on high performance ultra-low carbon insulation technology proven to reduce heating costs by 90%. The network also hosted a field trip to a 'Passive House'. The house owner recently set up a factory in Cromwell producing 'structural insulated panels' that his house is built from. In September there was a discussion and presentation by Dr Maggie Lawton (GBC, Green Building Council Assessor) about building sustainability assessment tools like Homestar and Greenstar, including achieving certification and identifying reasons for building to this standard.

### Adult Learners' Week

In conjunction with Central Otago Libraries, COREAP Choices and Alexandra Friday Markets, MAD4CO staged pop-up learning centres focussing on the Love Food Hate Waste campaign.



'Choices' class at CO REAP learning about Love Food Hate Waste

### Press Coverage

Articles in *CONews* featuring Clyde and Dunstan Lions taking on a stewardship role with the native plantings at Dairy Creek, opinion piece from Bill Nagle around the extensive work of the Clyde Railhead Community Plant Nursery in seed collecting and propagating local indigenous species and an opinion piece from Clair Higginson around community resilience.

### Plans and Issues

In the coming quarter MAD4CO has planned a 'Practising Tricky Conversations' workshop. Thyme Festival, a celebration of the arts and sustainability, will take place in Community House and St Enoch's precincts from 29 October to 6 November. MAD4CO and Thyme Festival are working with Central Stories and Wastebusters to present a climate change focussed exhibit during Thyme Festival Week. MAD4CO will participate in a non-government organisation response to climate change video-

conference. There will be follow up with the 'Choices' class to reflect on and document change post their Love Food Hate Waste session. In December MAD4CO will be involved with the Festive Fete at Cromwell. Planning will continue for the senior pupils' film competition, aimed to be completed mid-2017.

## Wastebusters

## Wastebusters



*Provided by Sue Coutts Manager Wastebusters Alexandra and Wanaka*

### Good start to 2016-17

Wanaka Wastebusters took over the responsibility of running the Alexandra Recycling Centre and reuse shop in July 2015. Under our contract with Council we run the public recycling drop-off in Alexandra. We also collect recycling from the public drop-off containers across the district including: Omakau, Oturehua, Ranfurly, Roxburgh, Patearoa and Tarras.

The Alexandra reuse shop, our commercial recycling collection and events service as well as scrap metal and e-waste handling are separate activities run under the Wastebusters umbrella. This combination of recycling and reuse activities means we can employ, train and support local people. We now have 10 FTE at the Alexandra site. More businesses have come on board for recycling collections. We have also noticed an increase in customers coming to our reuse shop.

### Activities

The extended opening hours at the recycling centre are working well. The overnight drop off is available for anyone that cannot make it to the site during opening hours. Being open from 9am to 5pm seven days a week reduces the pressure on the Alexandra after hours shipping container. Recycling can be dropped off inside the site all day long. This means less cars and trailers parked out on Boundary Road during Transfer Station opening hours making the area safer for users in general.

We are now using wheelie bins for glass instead of the old style wooden crates at all drop off sites. The new methodology makes collection and transport safer, keeps the drop off sites tidy and simplifies the handling process at the Alexandra site.

Wastebusters provided recycling services for the 2016 Blossom Festival and associated events. Our events recycling crew worked hard to make sure everything ran smoothly. Stall holders reported doing a roaring trade and it seems numbers were up on last year. Organisers were very satisfied with Wastebusters' performance.

Wastebusters supported Central Stories by contributing resources linking the 'reduce, reuse, recycle' message to an exhibition by Sean Boyd that featured reused objects and materials. Many of our customers reported enjoying the exhibition and were pleased that Wastebusters was involved.

### **Health and Safety**

We are gradually implementing changes to the Alexandra site layout, equipment, systems and processes to reduce operational risks. We have a list of Health and Safety specific actions in our 2016/17 Annual Plan. We have met with Council's roading staff to refine our plans for changes to the site entrance, overnight drop off and internal traffic flows. Our aim is to reduce risks around traffic entering and leaving Wastebusters site.

We no longer act as a drop off site for agricultural and horticultural chemical containers as we were not able to manage the risks associated with taking back these products using the small amount of revenue paid to us by the stewardship scheme owner.

### **Redevelopment work**

The upside of the fire is that we have the chance to adapt the layout to make the site safer and more efficient. The material damage claim has been settled with our insurer and we have set aside a provisional amount to spend on rebuilding the reuse shop and staff facilities once the business interruption aspects of the claim have been finalised and we are 100% clear on the budget available. Boffa Miskell are working with us to create a master plan we can use as a base for site development over the years.

### **Real Recycling**

Wastebusters has a strong zero waste ethos. All of the recycling we collect is sorted and bundled in to clean streams of high quality product that can be sold on to re-processors. Where possible we sell materials to companies onshore. This helps create jobs and economic development in wider New Zealand as well as in the local area.

All the glass we collect is colour sorted and goes to the Owens Illinois furnace in Auckland to be remade into bottles. Our paper and cardboard go to Full Circle. Milk and janitorial plastics go to Comspec in Christchurch. We are acting as a drop-off point for Sky decoders during their replacement programme. Other E-waste we receive goes to E-cycle and is dismantled in the South Island.



# Other Infrastructure

We provide **community housing**, predominantly for the elderly. Council owns 98 flats located in Alexandra, Clyde, Cromwell, Ranfurly and Roxburgh. We provide **public toilets** in towns across the district and at recreation facilities and parks. We **own and lease a variety of commercial and farm properties**, and develop land for sale. The income from commercial property is used to fund other Council costs. We manage the assets at the **airports** at Alexandra, Cromwell and Roxburgh. The users are generally recreational private pilots and some commercial users. There is also an increasing interest in private hangers with residential annex. We hold a number of land parcels, currently being used as **forestry blocks**. These forests provide an amenity value for the community for walking and biking, and have potential for future development.

This activity contributes to the following community outcome:



THRIVING  
ECONOMY

## Roxburgh Service Centre

Earthquake Strengthening work was completed in July to the RSA area of the Roxburgh Service Centre. A steel beam was installed to the perimeter of the room. The building now has a 67% National Building Standards capacity in terms of earthquake prone buildings. The minimum legislative requirement is 34%. The 67% rating was adopted given the Service Centre building may be used in an emergency management event.

The water reticulation design will now be aligned with the accepted power design to minimise trench costs. The water services design will also be reviewed to ensure what is installed is future proofed. The designer has suggested increased water mains so when the airport is connected to town water there is the ability for non-restricted on demand supplies to leased sites, as opposed to the current 1,500 litre restricted supplies. The design review will also consider upgrade of fire hydrants in the future. This is being looked at to ensure any future development and large scale options are not limited.

## Alexandra Airport

The power upgrade and reticulation cost from Aurora was received with the preferred contract price being under budget. The CEO will now be asked to sign that contract.

Community grant funding applications for the upgrade of the flight navigational system in the Alexandra Basin are being prepared for lodging in October. This will also benefit the rescue helicopter services for the region.

## Elderly Persons' Housing

Area	Units	Occupancy rate-end April – June 2016		Occupancy rate-end of July -Sept 2016 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	14	93%	14	93%
Ranfurlly	26	18	69%	16	61%
<b>Totals</b>	<b>98</b>	<b>86</b>	<b>90%</b>	<b>83</b>	<b>84%</b>

The occupancy rate has declined by three tenancies over the last quarter. Two tenants have relocated to other regions and one tenant has passed away.

Staff have been informally advised that two tenants from Cromwell are intending to relocate outside of Central Otago.

### Tenancy Rental Increase

All but one tenant has complied with the rent increase that commenced 1 September 2016. Currently staff are following up with the family to get the rent increase completed.

### Formal EPH Inspections

Formal inspections have been completed at 97 of the units. Apart from minor maintenance issues, the units for the most part are in a fair to a very good condition. Work instructions have been issued to contractors to undertake minor maintenance repairs. Some units are due and scheduled for an internal refurbishment.

## Lode Lane Public Toilet Cromwell

### Vandalism

There have been several incidences of damage to these facilities over the last quarter where the security cameras have been invaluable. Two toilet bowls were set on fire 18/7/16. The Police were very interested in this due to it being a serious offence. There was no material damage.

On 25/7/16 two boys tried to dismantle the security camera facing Lode Lane. By doing this there was clear footage of their faces.

The last week in August the cleaner discovered the floor tiles damaged. These are at the back of the cubicle that overhangs the back gutter leaving a jagged edge, this cubicle was closed for a week for safety reasons.

On 18 September a member of staff found the ceramic basin shroud had been broken. A report has been sent to the police and footage is being surveyed.



## Cromwell Big Fruit Reserve Redevelopment

The development is well underway and expected to be completed in November. Almost 100 postcards were delivered in the last week of August to all the businesses within the Cromwell Mall and surrounding area. The postcards showed a Council website link to the Big Fruit Development progress.

Feedback from businesses was positive, some had been proactive and had searched for information previously. Businesses appreciated the simple direction to go to the Council website and search 'Big Fruit'. Others were looking at printing off the plan to

display on their walls. Council staff found it was a good opportunity to meet local business people.

The Big Fruit Reserve page on the Council website had 792 page views between late July to late August, with an average time spent of 2 minutes 30 seconds - this is quite a long time in web viewing terms. The bulk of these views were between 4th and 5th August following our first update to the page and promotion of it via Facebook (more than 500 views over those two days). Following the postcard deliveries on Tuesday 23 August there were 61 hits on the page.



## Cromwell's New Street Banners

Installation of the three new Cromwell banners have been installed around the Cromwell Mall in time for the i-SITE conference.

The team from Up the Pole (Delta) are seen below taking down the old and putting up the new on Murray Avenue mid-September. They commented that they were the best made banners they have seen and the quality of the material should last a lot longer. The only place to see all three designs close together is outside the Plunket rooms.



## Vallance Cottage

A report to the Vincent Community Board with regards to the findings of the Vallance Cottage Conservation Plan was made on 20 September. The cottage has been identified as having the highest level of significance in the categories of Historical Significance and Cultural & Social Significance. The Board agreed to part funding together with Central Stories for the most urgent maintenance. This was for the repair of the leaking entrance spouting. The next item of urgent maintenance to resolve is the deterioration of the mud brick walls. The working group has some initial findings but is going to make further investigations before giving its recommendation to the Board.

The conservation plan impressed the importance of finding a new use for the building to generate income to ensure its survival. The Board agreed the same process used at the Clyde Railway Station to find a sustainable future should be adopted here. This process is as follows:

1. A community meeting is held to highlight the building's importance and talk about a sustainable future.
2. An invitation of Expressions of Interest for the future use of the building is formally advertised for.
3. An assessment of Expressions of Interest is made by the working group with input from Origin Consultants.
4. A recommendation to the Board is made for funding required for initial maintenance/set up costs for the future use.

The working group is aiming to have a community meeting at the beginning of December.

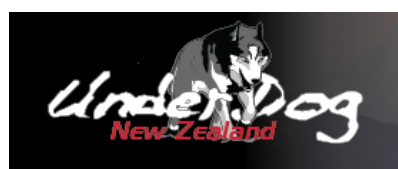
## Alexandra Girl Guides site owned by Council

As reported to the Vincent Community Board and Council, Girl Guides New Zealand notified Council

that it no longer requires use of the property at 65 Ventry Street as there is no active Guide unit in Alexandra. So all parties agreed to sale of the property. The Girl Guides owned the building. A split of proceeds of 60:40 was agreed upon. The property was tendered and an offer of \$220,000 was accepted and is now unconditional. Settlement is on 25 November.

## Alexandra Pines

### Underdog dryland tours



As reported to the Vincent Community Board on 11 December 2015, Under

Dog New Zealand applied to the Council for a non-exclusive right to operate dog sled tours in the Alexandra Pines on the west side of the highway. This was approved subject to a number of conditions, which included Resource Consent and a Council approved Health and Safety Plan. These conditions have been met. The resource consent provides for up to two tours each day consisting of up to five dog sled karts per tour between the hours of 8am and 2pm. A maximum of 20 dogs are permitted each day and each tour shall be accompanied by a guide. A quad bike to be used as part of operating procedures must have a muffler fitted to reduce noise and prevent sparks. There will be appropriate signage and dogs will not be fed on site and any excrement will be removed daily. Tours are to be conducted in a manner that enables the public to pass around the dog sled touring operation. The start date of operations is yet to be determined.

## Cromwell Resource Centre

The front entrance to the Cromwell Resource Centre has had the cobblestone path relaid and concrete slab extended to get the slope right for disabled accessway.



## Centennial Milkbar

A report for an overspend will be presented to the Maniototo Community Board in December to undertake repairs to six window frames that have been identified as having rotten timber.

## Council Property

### Cromwell Industrial Sections

Three sales contracts for industrial sections settled in the quarter to a total value of \$1,174,547 plus GST. These sales were budgeted over future years and so these sales result in income ahead of budget. There are four remaining Council industrial sections on the market.

### Gair Ave Cromwell

The next stage of the Gair Ave residential development land (3.5ha) was advertised for tender with tenders closing on 21 October 2016.



# YOU CAN HELP

You can help shape the future of Central Otago

# COMMUNITY services

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





# Parks, Reserves & Cemeteries

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

Council's parks team looks after approximately 13 sport grounds or domains, more than 100 hectares of reserve land, eight cycling and walking tracks, 15 playgrounds, three skateboard facilities, a bike park and three swimming dams or lakes.

The **provision of cemeteries** assists with peace of mind for people, knowing their loved ones will rest in peaceful, well-kept environments. Council is responsible for nine cemeteries in our district, and cemetery trusts manage the balance of them.

This activity contributes to the following community outcomes:



## Parks and Reserves

Overall the winter treated the parks kindly. The mild weather meant many fields have come through the winter in good condition. The three months of this quarter have been quite dry and should this continue irrigation will be required for parks areas earlier than previous years.



### Cromwell

The photograph below of the installed metal cage doors over the exposed mine shaft at the 45th Parallel walking track by the Lowburn start of the track.



**Cromwell West Greenway** – Asplundh assisted the planting of a Totara, gifted by CODC, to Barnadoes to mark Matariki. This was planted with great enthusiasm from the staff and children who indicated they would love to assist with future plantings on the greenways.

**Irrigation dry sports work** has now been completed at Anderson Park. As part of this project the rose garden irrigation around the sun dial was removed from the bore and put onto town supply. Drip line irrigation now needs to be installed around the base of the roses (once pruned) as the old, extremely inefficient sprinklers have been removed. Changing to drip line will vastly improve efficiency of water and reduce rose maintenance as the leaves won't be getting drenched which causes disease.



**Annual Cromwell lakeshore clean-up day** took place on 17 September as part of Keep NZ Beautiful Clean-Up Week. Council will continue to assist Cromwell & Districts Community Trust with tree work to the value of \$1,300 and tip fees. Contact Energy contributed to the same value as Council.

**Cromwell greenway / verge renovations** for the current financial year include Westmorland Place, Austral Place, Hartley Court and the greenway beside 15 Waenga Drive.

**Cromwell Community Board** has been successful in securing funding from Otago Community Trust, Central Lakes Trust and other funders for the Cromwell Bridge landscaping project. This leaves a shortfall of just over \$8,000. Staff will continue to work with Cromwell & Districts Community Trust on applications to funding agencies to gain full project funding.

**Upgrade of the Big Fruit frontage** has been underway during this quarter. This has included the removal of the old irrigation, re-contouring of the site, expanding the car parking area and installation of new irrigation







Coleraine Street irrigation controller replacement has been completed (photo attached).

Anderson Park – Asplundh prepared the wicket for the Cromwell Cricket Club. The wicket was scarified and top dressed with Kakanui clay over the whole block.



## Vincent

Upgrade of the power box at Pioneer Park. This is situated by the Central Stories building. Following on from this upgrade the lighting of trees in Pioneer Park could be completed.

Parks staff and contractors worked with Heritage Roses New Zealand in August to undertake maintenance on the heritage roses at Pioneer Park.

The annual Trees for Babies event occurred on Sunday 11 September. Sixteen trees were planted this year at the Molyneux Bike Park. Fulton Hogan, who maintain the area, removed some old conifers and extended the irrigation at its cost to make way for new trees. The cost of the trees is on-charged to the Alexandra Rotary Club.

Replacement cherry trees (Kanzans) planted along Sunderland Street, Clyde to replace dead and poor growth specimens. Another four were planted to replace poor form trees on the Hazlett Street verge planting.

Nine park benches at McArthur Gardens are to be replaced The old seats have been repaired a number of times as they are not durable enough for the Central Otago climate. The old seats will be donated to the Alexandra Men's Shed who will reuse the hardwood timber on community projects.

Molyneux Park cricket wickets – No2 has been rolled and prepared with the No1 wicket renovation underway with seeding and now covered for germination.



Renovation of No 1 wicket.

Otago Volts used the Molyneux Park No 2 wicket for a week long training camp in late September. Reports back from the group were very positive with the good quality of the wicket and good accommodation at the Dunstan High School hostel.

## Teviot

Paving underneath the pergola and playground entrance at King George Park, Roxburgh was completed in September. Painting of the pergola, reinstatement of gates and a sign for 'King George Park' will be completed in Spring.



## Maniototo

The Maniototo Reserve Management Plan was finalised by the Community Board in July.

## Clutha Management

This was a quiet quarter for Clutha Management.

The contract for Lake Enforcement and Education was put out for tender in the previous quarter and this closed in mid-July. Three tenders were received and after assessing the tenders the contract was awarded to Shayne Hitchcock. This was assessed on previous experience, equipment, health and safety practices, proposed methodology and price.

Work has progressed on updating camping information for round the lake including new signage for Bendigo and Champagne Gully being designed and the camping pamphlet being updated.





# Cemeteries

A quieter quarter for the cemeteries in terms of burials and ashes burials with 16 burials or ashes.

## July

	Ashes	Interment
Alexandra	1	1
Clyde		
Cromwell		1
Ranfurly		1
<b>Totals</b>	<b>1</b>	<b>3</b>

## September

	Ashes	Interment
Alexandra	1	4
Clyde		
Cromwell		2
Naseby		
Ranfurly		
<b>Totals</b>	<b>1</b>	<b>6</b>

## August

	Ashes	Interment
Alexandra	0	3
Clyde	1	1
Cromwell		
Naseby		
Ranfurly		
<b>Totals</b>	<b>1</b>	<b>4</b>

Work continued with the reclassification of the neighbouring Alexandra cemetery land. Submissions were called for on the proposal and over a dozen responses were received with the Vincent Community Board considering a report on these and a final layout and use of the site being determined.

# Community Facilities, Libraries & Swimming Pools

Our community facilities and buildings **provide local community hubs** for social, sporting and cultural interaction.

CODC provides a **joint library service** with Queenstown Lakes District Council. In our district we run libraries in Alexandra, Clyde, Cromwell, Roxburgh and Maniototo, and we have a partnership with schools in Millers Flat and Omakau. We aim to provide our community with the highest quality library service to meet the informational, educational, recreational and cultural needs of the community.

Our **swimming pools** contribute to the health and well-being of our 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 we recognise as being vitally important when so much of our district is surrounded by water. We manage the Cromwell Swim Centre and Molyneux Aquatic Centre directly, along with a community swimming pool in Ranfurly. Millers Flat is operated by a community trust and the Teviot Valley Community Board financially supports the school to facilitate swimming.

This activity contributes to the following community outcomes:



## Community Facilities

### Cromwell Memorial Hall Refurbishment

The detailed architectural design was accepted by the Cromwell Community Board on 18 June. On 2 August regular users of the hall were invited to a presentation of the design. A question and answer session with the principal architect was also available via Skype. The design was well received and a number of supporting letters resulted for attachment to funding applications.

The five Sitewise registered commercial building contractors in the Central Otago/Queenstown Lakes area were then invited to tender for the project. Three out of the five companies confirmed their intentions to tender. The tender closes on 31 October 2016. Community grant funding applications for the 50% construction costs have been made as follows. Decisions from funders on these are due by mid-December.

#### Proposed Funding

Entity	Amount
<b>Cromwell Community Board (50%)</b>	\$2,670,254
<b>Central Lakes Trust</b>	\$1,720,253
<b>Lotteries</b>	\$750,000
<b>Community Trust of Otago</b>	\$200,000
<b>TOTAL</b>	<b>\$5,340,507</b>

## **Molyneux Stadium accessible toilet and shower**

The Stadium does not have accessible toilet facilities for disabled, which is not ideal for a community facility in the modern environment. Funding for a new accessible toilet and shower was included in the Long Term Plan 2015-25.

Tenders were invited for the construction of an accessible toilet and shower with no tenders received. Individual trade pricing was requested. The result was the overall price being over budget. The Vincent Community Board at its September meeting approved an overspend of \$7,000 enabling the construction of the toilet to proceed. Due to contractor availability the project will be delayed until early 2017.

## **Millers Flat Bowling Club**

After 92 years of operation the Millers Flat Bowling Club confirmed that they are looking to wind up their club. The Millers Flat Bowling Club Articles of Association provides for any funds and property (after payment of all liabilities) to become the property of the Millers Flat Domain Board (now CODC). The land is a Crown derived reserve. The Teviot Valley Young Farmers has expressed an interest in the building and have provided a letter of intention to Council. A formal report will be tabled at the Teviot Valley Community Board for approval of the assignment of lease to the Young Farmers. This will be presented in December.

## **Millers Flat Hall – exterior weatherboard replacement**

An application for Community grant funding to assist with this project has been made. A decision on this is due in the first week of December.

## **Lake Roxburgh Village Hall**

An interim Hall Committee is now in place as a result of a public meeting at the Lake Roxburgh Village Hall while the Lake Roxburgh Village Community work on a proposal to take over ownership of the hall. The committee will be working on getting into a position to have an incorporated society set up and a proposal for transfer. The aim is to review the progress in February 2017.

## **Roxburgh Community Events Centre**

Council graded the road up to the Roxburgh Rugby Club Rooms and Golf Club. A water leak occurred in the road in front of the rugby club rooms soon after. Council organised a plumber to investigate. It was found that the leaking water main was approximately 700mm down so couldn't have been as result of the grading machinery. The failed fittings have been replaced. Council will be seeking reimbursement for the cost of the repair from the Roxburgh Community Events Centre Inc. as it is responsible for repairs of this nature under its lease. The Roxburgh Community Events Centre Inc. has been kept informed throughout this repair.

## **Clyde Museum**

A leak in the Blyth Street Museum septic tank was detected when emptying the tank. Investigation by a plumber found that it was beyond repair and required replacement. This has been completed. The museum is due to open on 11 October. An overspend report for this project will be presented at the Vincent Community Board on 29 November.

## **Maniototo Park Stadium**

Two quotes have been received for the replacement carpet in the foyer and the clubrooms. A colour selection is to be made and the carpet will be laid in the first week of December.

## **Wallace Memorial Rooms, Ranfurly**

Maintenance has been progressing on the external unisex single toilet so it can be open for use by the little ones who are playing at the John St playground.

# Libraries

## Health and Safety

The Health and Safety Officer visited all CODC Libraries during July and August after panic buttons were installed. The policy supporting the panic buttons was explained to staff and a monthly test for the buttons put in place. The test is the responsibility of Team Leaders. While visiting the libraries the Health and Safety Officer talked about and put up the serious incident information sheet.

Library staff in Alexandra and Cromwell attended presentations on skin cancer awareness and AED Units. Libraries are currently working on the Critical Risk Register.

Gaye Anderson is the libraries representative on the Health and Safety Committee. Nikki Williams is the Health and Safety Representative for Community Services.

## Events and outreach

### CODC Florrey in the Alexandra Blossom Parade

The Collection Development Manager, two Library Assistants and the Alexandra Library Team Leader were part of the Blossom Festival Parade on Saturday 24 September. The team enjoyed being a part of the parade and it was lovely to see so many floats and florries influenced by books and others telling their own stories. The Team did a fantastic job creating our Florrey and are already thinking of ideas for next year. The Team's involvement was promoted on the CODC Facebook page.

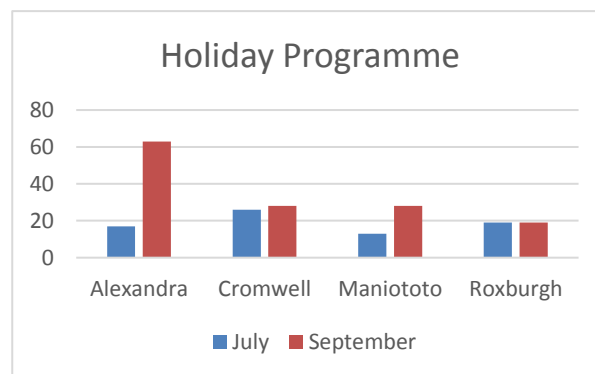


### School Holiday programmes

CODC Libraries Holiday Programme is delivered across the whole library network using a common theme and activities. This approach gives staff the opportunity to collaborate using technology to deliver excellent results in a cost-effective manner. Our customers, the children of the district, have an opportunity for participation, while we foster a joy of reading and independent life-long learning.

The July School Holiday programme was based on Tanya Batts' 'Story House' programme that engages children in creating their own stories and presenting them, via their own drawings, in an open door of a house.

The September school holiday programme had a marine explorer theme. The activities were well attended and the children enjoyed the activities.



### Mental Health Awareness Week

All libraries pulled together book displays to promote Mental Health Awareness Week. The Collections Manager, set up and looked after a table at the Mental Health Awareness Week display at Church House, St Aidan's, Alexandra. Numbers attending the day were small but this allowed some good conversations with different community group representatives including Salvation Army and Youth Base leaders. Membership forms and information brochures were taken by the Salvation Army representative.

### Collection

During the last three months the library team have used breaks in delivering services to do the leg work on the DVD Collection Refresh and Dead Item Removal Programme lead by the Collection Services Manager. The DVD Collection is now looking fresh, new and inviting. The District Library Manager made a change in policy that allows discs to be kept inside

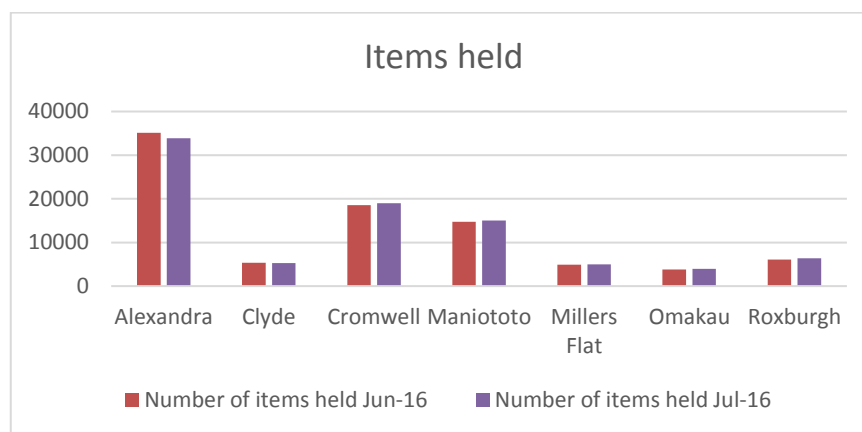


the cases on the shelf unless the DVD is rated R16 or over.

CODC Library staff have worked diligently over the past three months to complete the Dead Item

Removal Programme, which has been run over the last two years. Prior to 2013 Dead Item removal was not completed on a regular basis leaving our shelves

full with old and unused items. Regular rotation of stock has increased the use of the stock we have by 1189 additional issues, based on \$20 per item, that is \$5,180 worth of dead stock into active stock. This work also decreases the number of copies of individual titles we need to purchase per year with the result that we are able to purchase more diverse titles. The stock turnover rate is now 3.9 and was 2.72 in 2015.



## Governance

### Alexandra Refurbishment

Over the last three months background work has taken place to establish the tasks that need to be undertaken before work can begin on this project. A blue sky session was run with Alexandra Library staff in August. Feedback from staff has been excellent "The monthly staff meeting at Alexandra Library turned out to be very exciting with Jo McElroy showing us a presentation she had prepared on Library Spaces."

Preliminary discussions have also taken place with CODC Property, Community Services, and Communications. The District Library Manager has ascertained recommendations of excellent library design experts, from other Library managers around New Zealand. Consultation with the Alexandra Community, in the form of a survey, starts on 25 October and will run until mid-December.

The following Policy and Processes have been updated:

- National Library Talking Books
- Reading Programmes
- Facebook

- Serials policy

## Meetings

### South Island Library Mangers (SILM) Meeting – Christchurch 12 & 13 October

Attended by the District Library Manager, the SILM Meeting is an annual opportunity to meet with both our eBook collaboration partners and the heads of libraries with which we have strategic alliances and shared services. This year the meeting was held in two locations: Halswell Library and Service Centre and Kaiapoi Library, Service Centre, Museum and Gallery and gave the District Library Manager an opportunity to see how the latest design in libraries works first hand. The buildings showed innovative use of technology and smart use of layout, stock and furniture to cater for all parts of the communities they serve.

During the meeting presentations were given on the following:

- New and redesigned Libraries here and overseas.
- Emotional Labour – The work undertaken by customer services staff to meet the needs of the customer in a positive and friendly way, especially when staff do not feel that positive and friendly.

- Halswell Learning Centre – Hands on workshop in the fully equipped Learning Centre, with a 3D Printer and well trained staff:<http://my.christchurchcitylibraries.com/the-learning-centre-at-te-hapua-halswell-centre/>
- Transformational and Transactional Leadership Workshop – compared and contrasted in the Library context
- Waimakariri Libraries Learning Connections Coordinator gave us a snapshot of his role and its impact on the community.

### **CQ (CODC & QLDC) Bi-Monthly Meeting, 19 October.**

Covered joint policies currently under review with a view to better alignment:

- Lost Books invoicing
- Fees and Charges
- Teacher membership
- CQ Website – Agreed that the CMS needs replacing and every other point each of us raised. Plan to raise an EOI to run focus groups and do consultation so that we can ascertain scope of work and costs.

### **Site Maintenance**

CODC Libraries have had multiple problems with printing and scanning devices, requiring maintenance and delay to customer service. The District Library Manager has started a conversation with IS looking to improve services to customers by providing a more integrated process for printing that is focused on self-service. This may be delivered with proposed changes to the way Wifi is delivered across library services. Self-checks are working well across the district. Moving the self-check in Cromwell Library has increased use by 20%.

### **Staff**

#### **CODC Libraries All Staff Meeting 18 August:**

CODC Library staff attended a CODC Libraries All Staff Team Meeting. Our CEO Leanne Mash gave an “Our Way” presentation. It was great to hear and put some valuable perspective into our role as Council employees as well as some supportive encouragement. Casual Library Assistant Shelley Ludlow did a fabulous job of presenting to us all the scope of what is offered on our CQ Libraries website.

#### **New Staff**

Di McAtamny started work as a casual at Maniototo Library.

#### **Alexandra Library staff restructure**

Prior to the arrival of the new District Library Manager and following the retirement of library Assistant Megan Francis, Library Assistants Helen Rendall and Kelly Campbell moved from part time to 35 hours per week employment at Alexandra Library.

### **Staff Training**

#### **Dealing with difficult customers training**

CODC Library staff attended a course in Cromwell entitled ‘Dealing with difficult customers’. It was a good opportunity for the staff to listen to the challenges their colleagues have faced and how they handled themselves and the situation.

#### **Dots Training**

Four new library staff undertook Dots training with fellow council staff.

#### **23Mobile Things**

Gaye Anderson is leading all library staff in exploring 23Mobilethings. The aim of this training is to increasing the digital literacy of members of staff. Sessions are initiated by email and discussed as a group at Team meetings.

## Round up of individual Libraries:



### **Alexandra Library**

Alexandra Library celebrated New Zealand Poetry Day by setting up an interactive Poetry Creation Station for the public to have a go at. The options were "Black out poetry" and acrostic poems. A class visiting from St Gerard's School spent some time during their visit creating poems.

### **Clyde Library**

Customers are very happy with the service provided and currently there are 15 members of the Clyde Book Group, which meets on the first Saturday of every month.

### **Cromwell**

Staff members at Cromwell Library spent some time working in Alexandra Library in July. They found it interesting to see how things work at another library.

Feedback from customers indicates that the new stock rotation policy is appreciated with much comment made about new stock.

### **Maniototo Community Library**

Borrowers at Maniototo Library have commented that they haven't been reading as much as they have been able to spend time in the garden. The school holidays saw a large number of grandparents with their grandchildren in the library, some spending time sitting and reading to the children. During the holidays there was also a number of crib owners making use of the library. Some borrowers hadn't been into the library since the refurbishment and commented how good it was looking.

The District Library Manager is to meet with Patsy Inder on Thursday 27 October with a view to improving the relationship between the Library and the School.

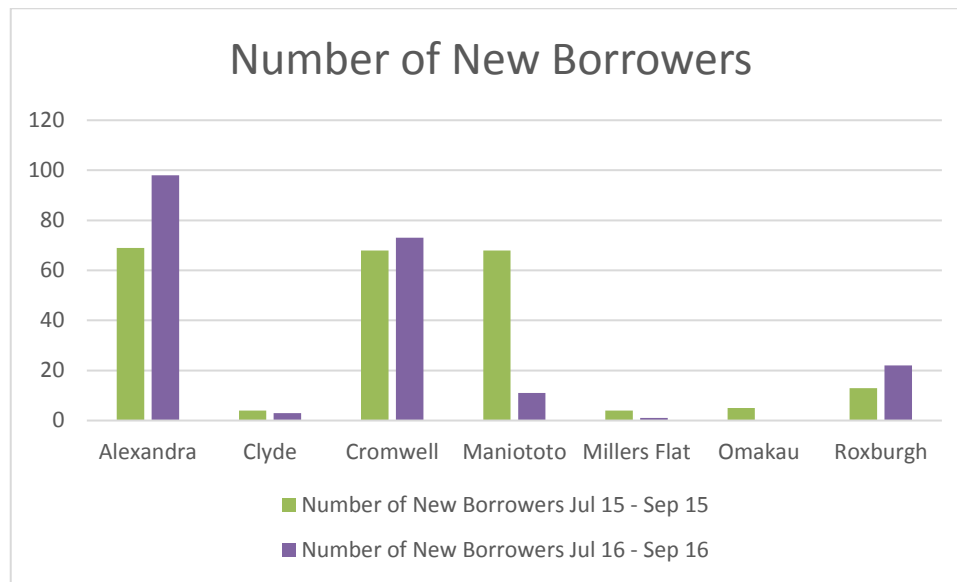
### **Roxburgh**

In July RSA earthquake strengthening and painting work was completed. The Roxburgh i-SITE, Service Centre and Library was visited by staff and then the CEO of Southland District Council. They were very impressed both by the set up and operations at the site and by Veronika Sim the Team Leader at the site.

### **Omakau and Millers Flat Libraries**

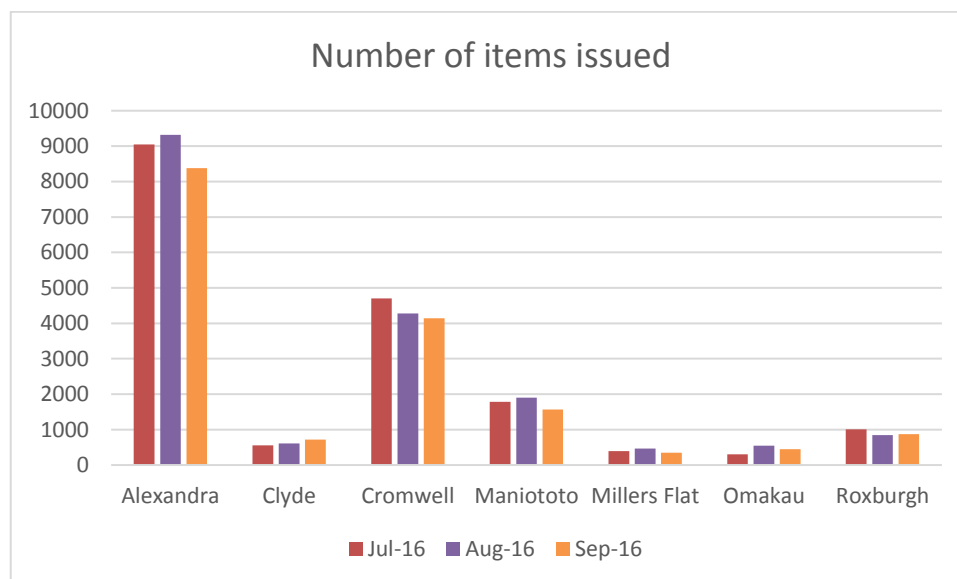
The District Libraries Manger has visited all three libraries, met with staff and has met or is about to meet the Principals of these two school based libraries.

## Statistics: Number of new borrowers



New Borrowers have decreased slightly over the second quarter of 2015.

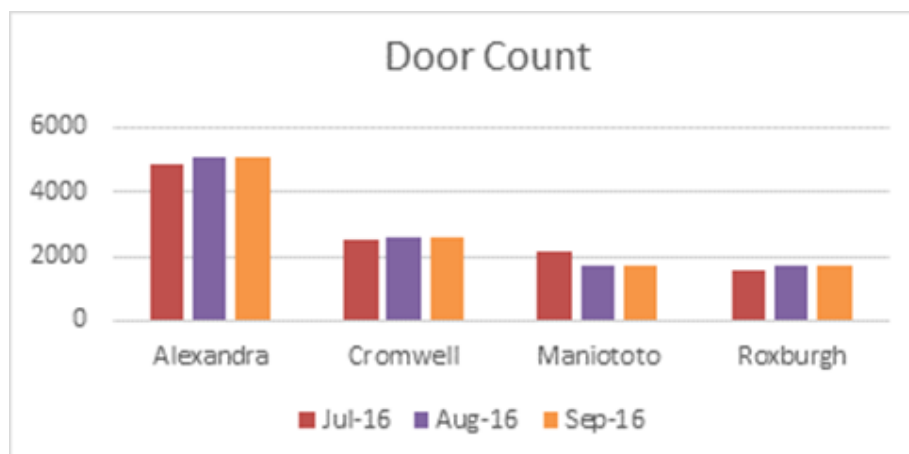
## Number of items issued



A total of 52,233 items were issued across the seven Central Otago Libraries branch this quarter. Omakau Library is closed over all school holidays so had no issues during school holidays.



## Door Count



Door count statistics are available in all three of our main libraries this year. 28,421 people came through our doors in the last quarter.

## Swimming Pools

Staffing has been steady over the quarter. Advertising of the Cromwell Team Leader role occurred late in the quarter.

Overall numbers using the pools have been up for last year when compared with the previous 2014/15 year for both Aquatic Centres. Cromwell is up 3.7% and Molyneux up 6.1%. This is primarily due to an increase in members' visits (as people are using concession cards more) and increased swim school visits to the facilities over the year. Adults and children using the pools have now returned to previous year's numbers after a drop off last year due to the price increases.

Overall numbers using the Molyneux Aquatic Centre are up 46% for this quarter compared with the previous year. This is primarily due to the swim skills lessons undertaken in Term 3 and the swim school now offering a full range of lessons again, which has flowed through to additional visitors to the facility.

Cromwell Swim Centre numbers are 6% down for the quarter. This is due to July only having a half of its normal use with the gas boiler problems closing the facility over the school holidays. For the months of August and September usage was up 16% compared to last year.

Advertising for the pools and swim school was carried out in local papers, radio, at the i-SITES on the Onelan screens, renewal of subscriptions with the visitor i-SITES guide, renewal of advertising on the tear off note pads available in Central Otago, aquatic centre rack cards at the visitor information centres, information on the CODC website and information on CODC's Facebook page.

Central Swim School numbers enrolled in Term 3 are rebuilding with the 205 students at Molyneux Aquatic Centre (79 in 2015) and Cromwell Swim Centre having 139 students (140 in 2015).

Staffing for the swim school has started to settle with new teachers coming on board over the last term and continued training during 2016. We now have a good team of teachers but unfortunately will lose one of our experienced teachers at the end of the year.

The Swim Safe Programme for Term 3 was undertaken with local schools. This has seen years 5-8 students doing their lessons. This included Alexandra, Clyde and Cromwell schools. It also included for the first time new entrants doing lessons at Cromwell Swim Centre and Alexandra/Clyde schools will have this opportunity in Term 4. This has seen over 2750 lessons at Molyneux and 2999 delivered at Cromwell over the last three months as part of this programme.

Results from the 2015 swim safe programme have been received for the wider Central Otago area and include the Queenstown/Wanaka area. This includes

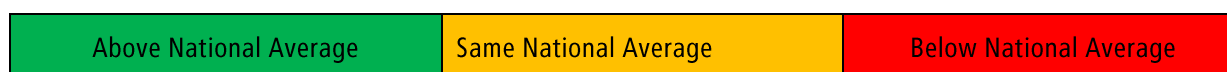
children from Maniototo, Teviot, Vincent and Cromwell areas. The achievement rates are nearly double the national average for children in years 1-8. This is higher especially in those children able to swim over 50 metres. Breaking out Years 7 and 8 children sees this group able to swim 200 metres at double the national average. This is a very positive result for the district in light of the recent high drowning rates experienced throughout New Zealand.

Safe Central Lakes programme was successful. This funding for the children’s tuition throughout the region is a real positive. Transport remains a cost for many, but one major barrier to success in learning to swim and survive is being addressed. The paid tuition also helps the consistency of teaching across the programme. Central Lakes Trust has been involved right from the start with trial programmes in the Central Otago District and its continued and significant support is greatly appreciated.

The application for ongoing funding for a further three years from Central Lakes Trust for the Swim

## Results Summary

<b>Swim Safe Central Lakes Initiative</b>	<b>SSCL Initial Achievement</b>	<b>SSCL Final Achievement</b>	<b>National Average</b> (Based on Yr 1 - 8)
<b>% Achieving Submersion</b>	<b>96.4%</b>	<b>100%</b>	<b>94.1%</b>
<b>% Achieving Floating</b>	<b>90.8%</b>	<b>97.7%</b>	<b>89.9%</b>
<b>% Achieving 5 Metre Swim</b>	<b>81.8%</b>	<b>92.0%</b>	<b>79.5%</b>
<b>% Achieving 15 Metre Swim</b>	<b>64.7%</b>	<b>77.7%</b>	<b>58.8%</b>
<b>% Achieving 25 Metre Swim</b>	<b>51.6%</b>	<b>65.7%</b>	<b>43.1%</b>
<b>% Achieving 50 Metre Swim</b>	<b>40.6%</b>	<b>54.6%</b>	<b>29.9%</b>
<b>% Achieving 100 Metre Swim</b>	<b>29.6%</b>	<b>46.4%</b>	<b>21.6%</b>
<b>% Achieving 200 Metre Swim</b>	<b>21.6%</b>	<b>35.6%</b>	<b>14.4%</b>

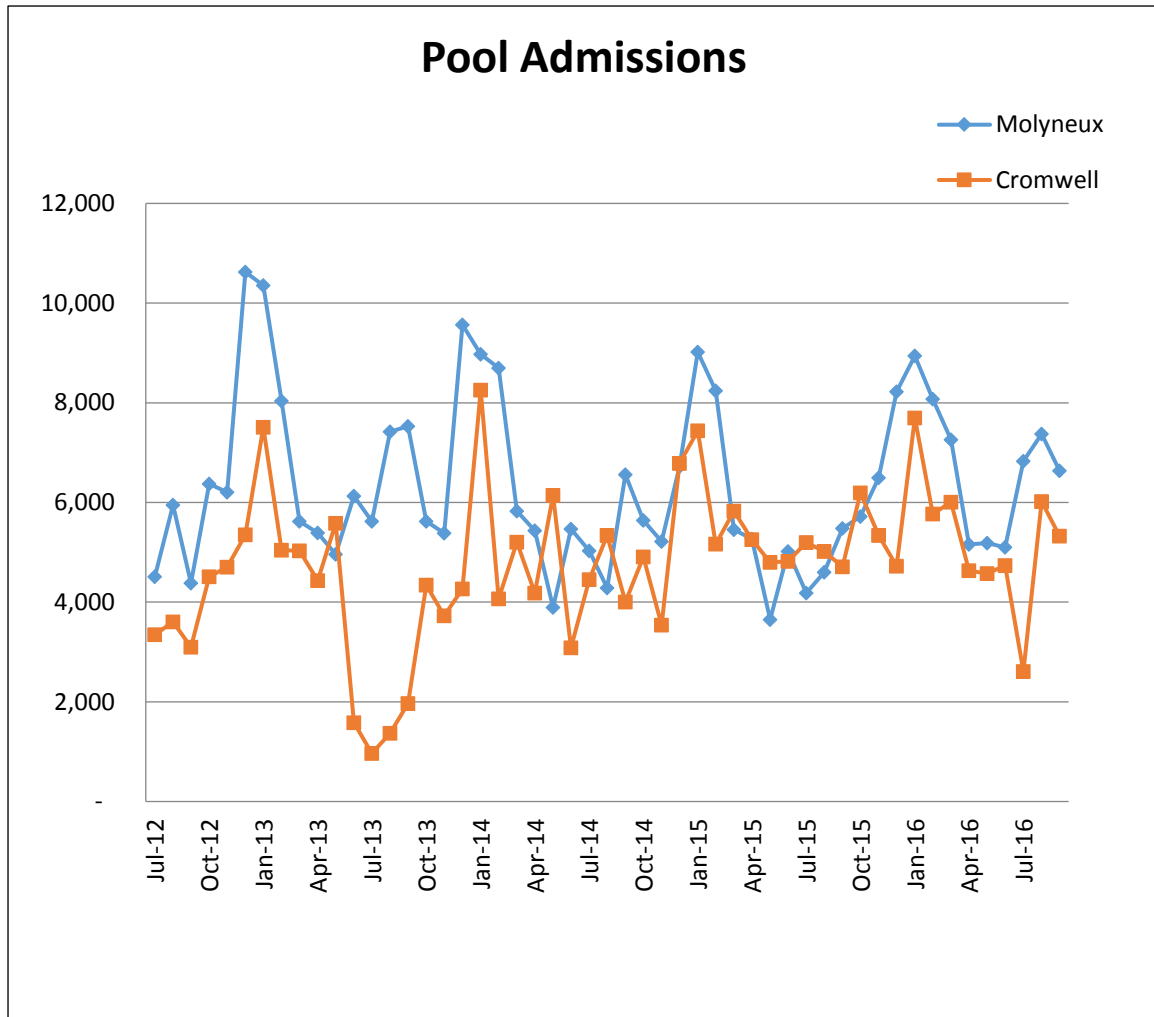


Bringing five-year-olds into the Central Lakes programme has added challenges for pool access, but it is supporting development right from the start of their school life. This is a response to requests from schools, and our providers have worked well to make it happen.

Great support for the children and for enjoying aquatic activities for a life time.

The Central Lakes Swim Safe Programme has a number of supporters who need to be acknowledged and warmly thanked. To be able to have the tuition costs paid for by Central Lakes Trust is wonderful.

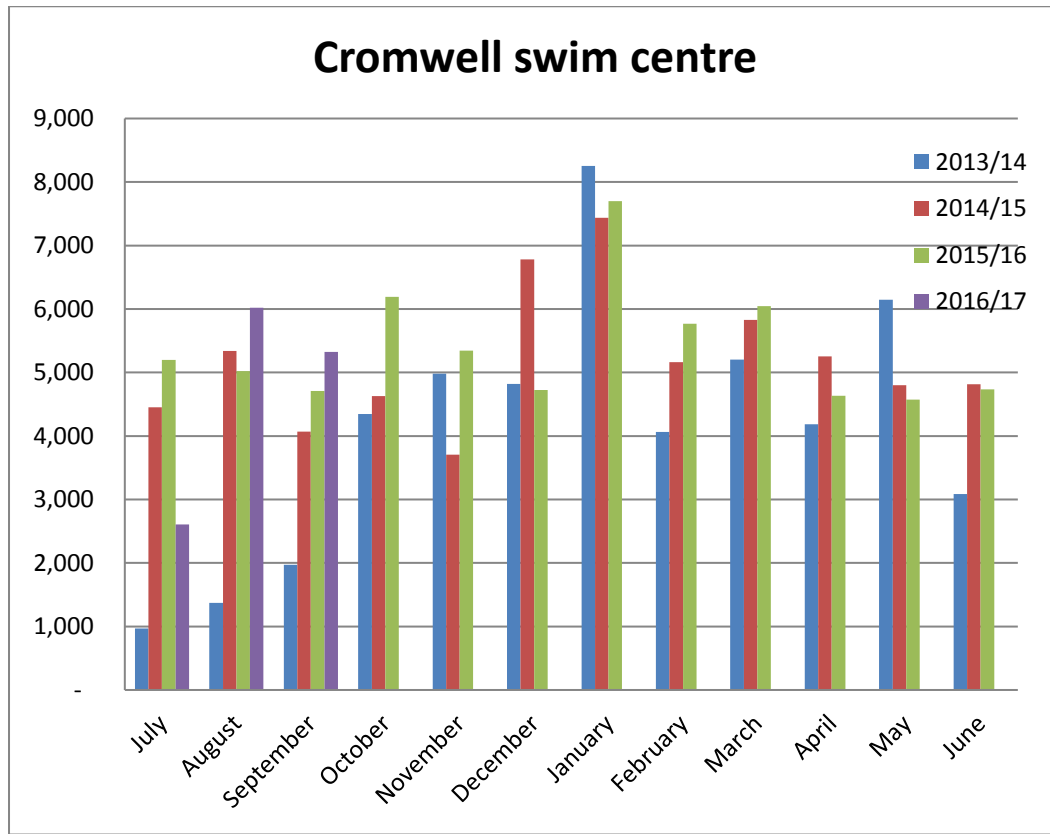
Water Safety New Zealand  
 Central Lakes Trust  
 Queenstown Lakes District Council  
 KiwiSport (Sport Otago and Sport Southland)  
 Community Trust of Maniototo  
 Central Otago Pinot Noir Charitable Trust



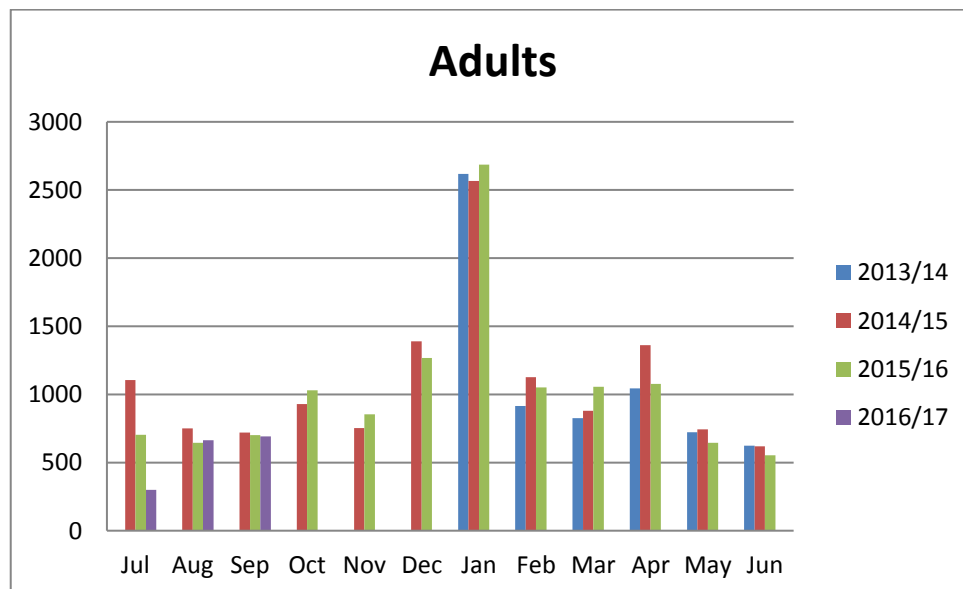
#### Cromwell

- Cromwell Swim Centre numbers are 6% down for the quarter. This is due to July only having a half of its normal use with the gas boiler problems closing the facility over the school holidays. For the months of August and September usage was up 16% compared to last year as adults, children and members used the facility more than the previous year which experienced the price increase in admission charges.
- The start of the quarter saw the Cromwell Swim Centre experiencing problems with its heating system. There was an issue with the gas boiler and circulation pump combined with the pool being broken into on one of the coldest nights of the year. This saw the facility closed or not operating fully for 14 days over the month of July.

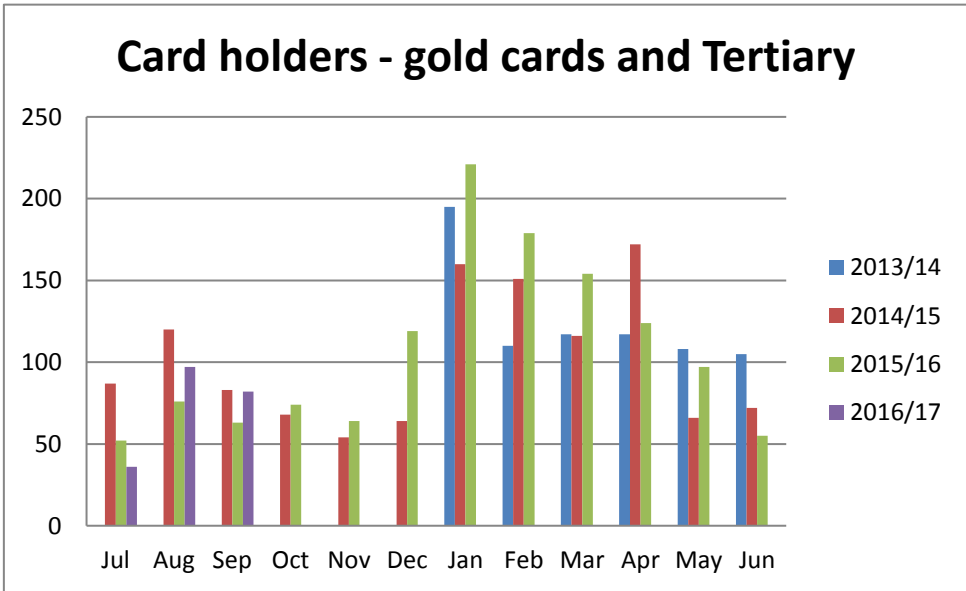
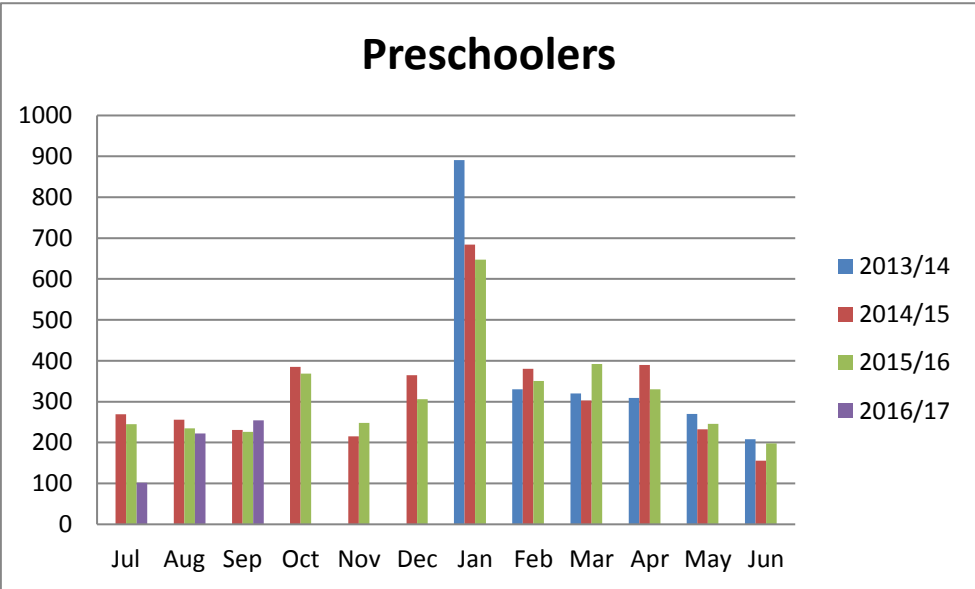
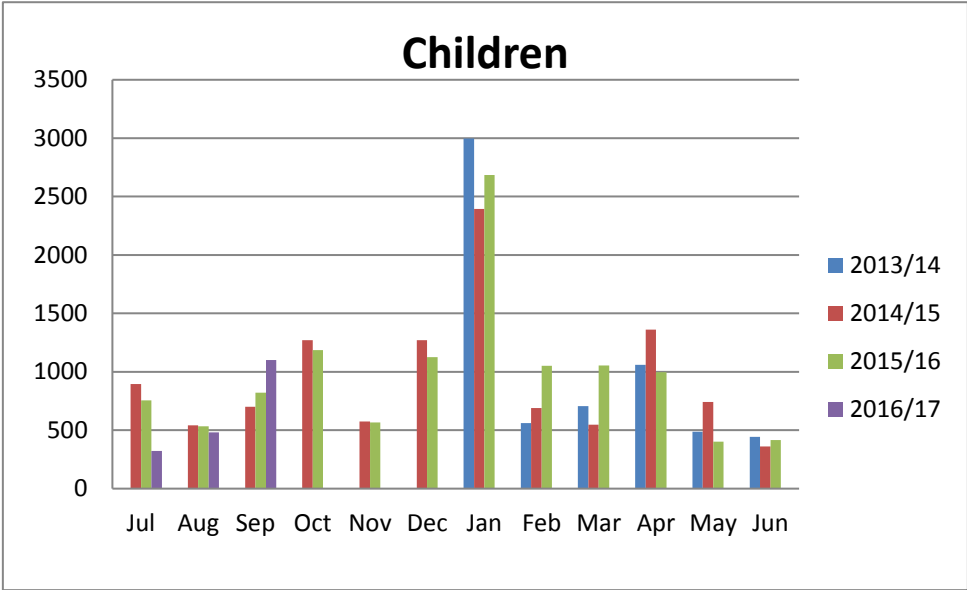
The admissions to the facility per month.

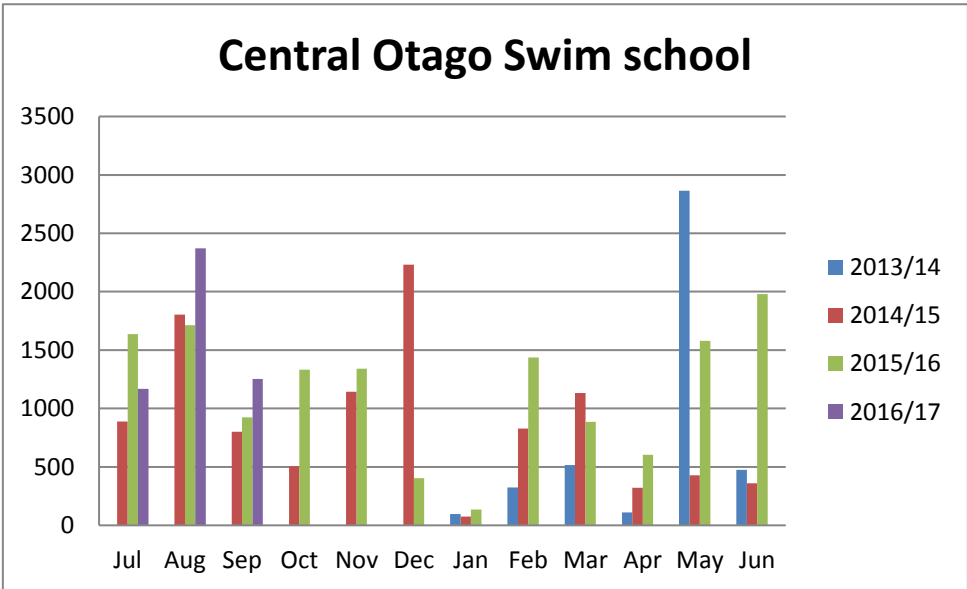
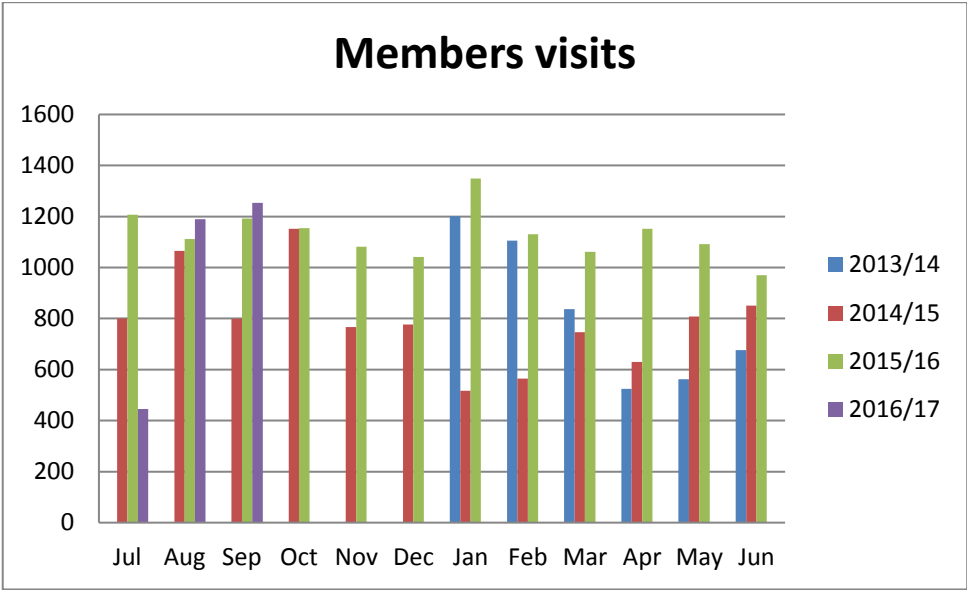


Some breakdowns of the above figures for people using the facility for the last year include:



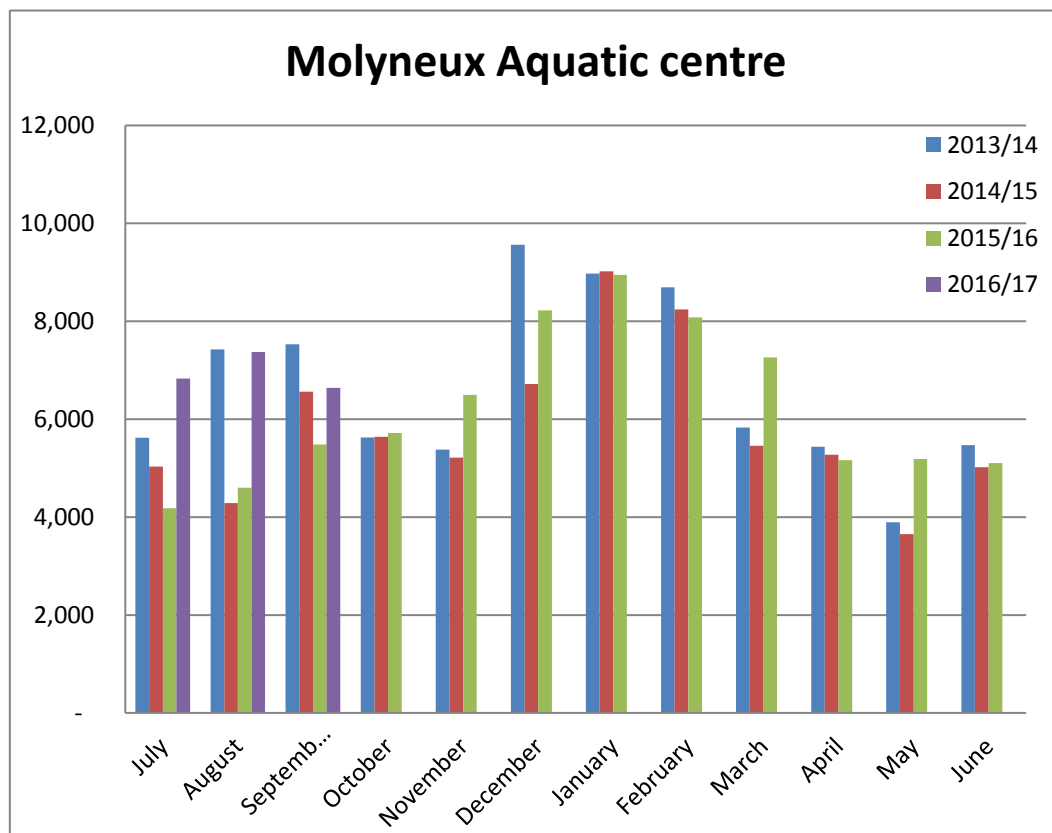




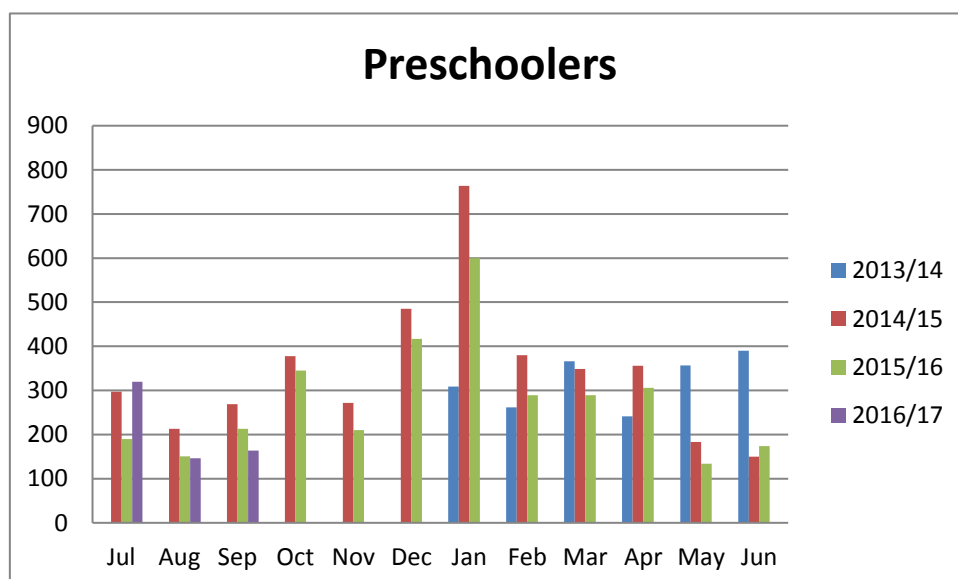
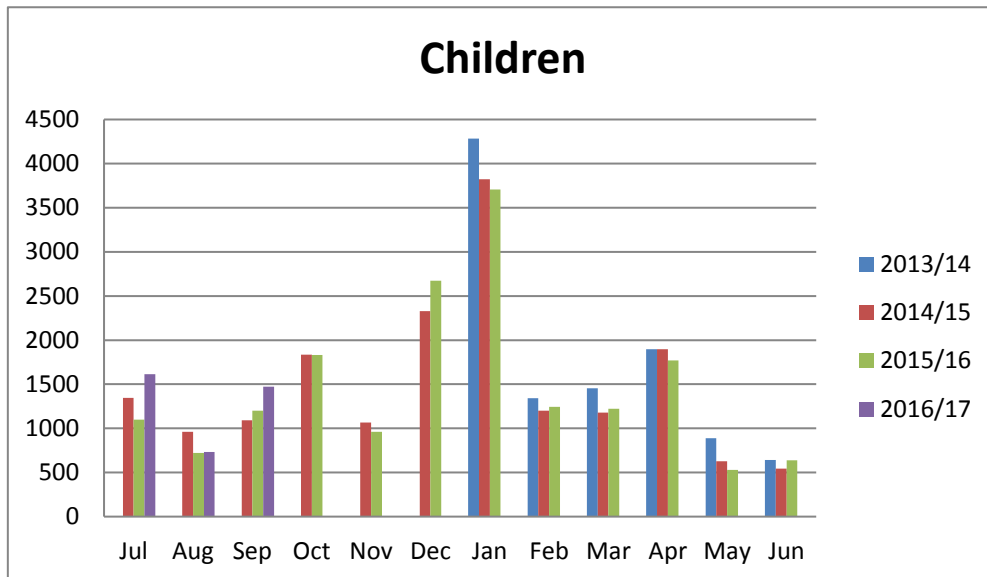
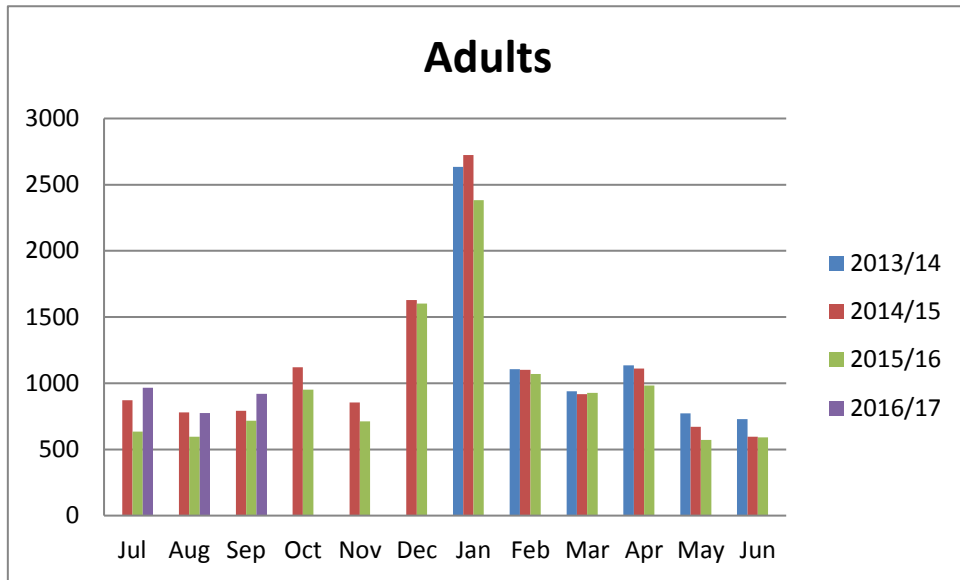


**Molyneux**

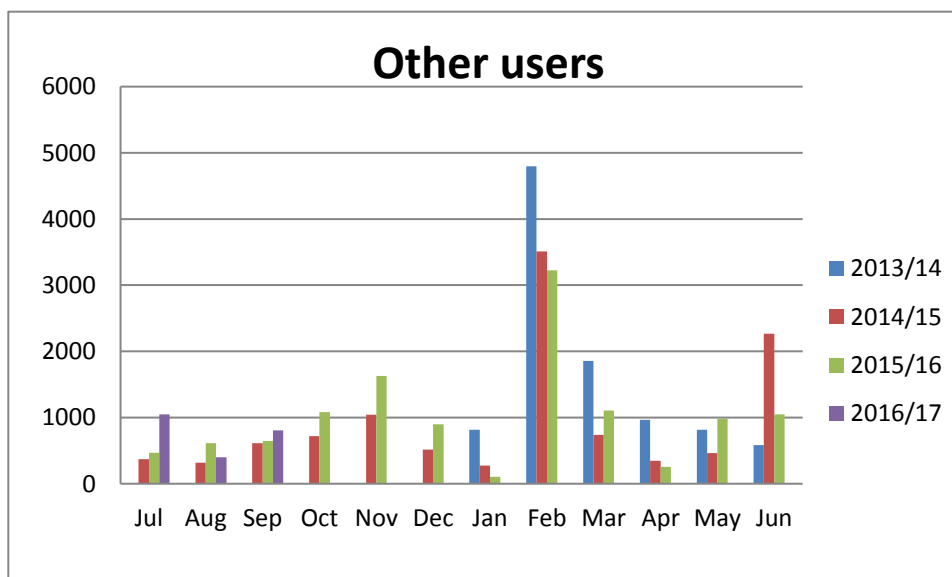
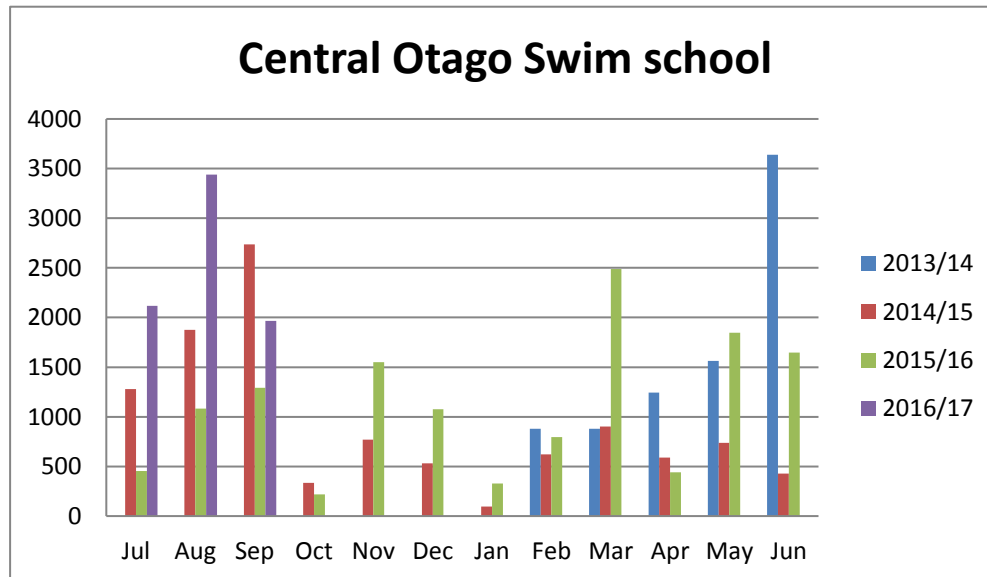
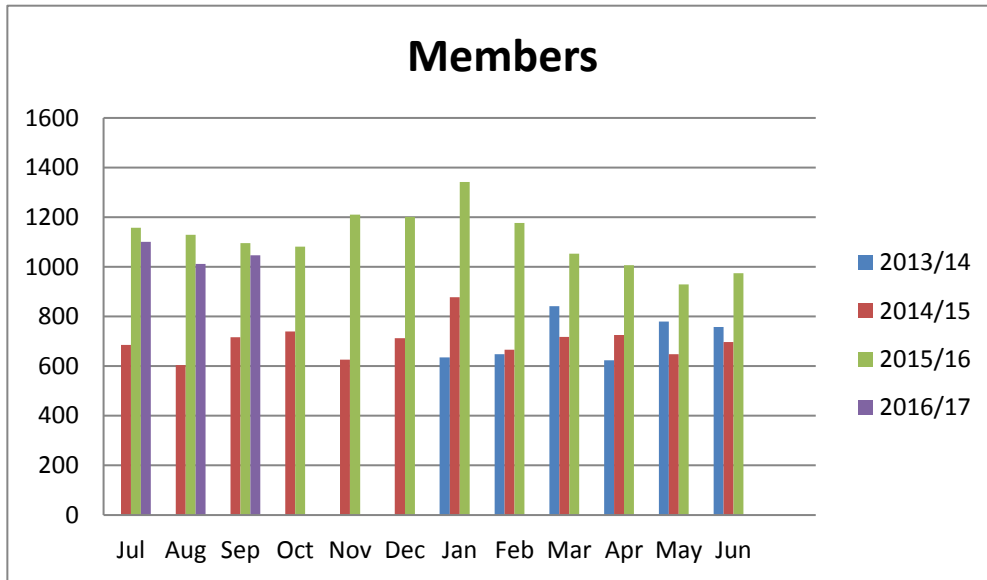
- Overall numbers using the Molyneux Aquatic Centre are up 46% for this quarter compared with the previous year. This is primarily due to the swim skills lessons undertaken in Term 3 and the swim school now offering a full range of lesson again, which has flowed through to additional visitors to the facility.
- Molyneux Aquatic Centre was used as a location for a short sequence of shots for a film called *Stray*. This is a New Zealand based film with the film crew coming down from Auckland. Filming is occurring in Otemetata, Omarama, Queenstown and Alexandra. Filming occurred on Monday 15 August from 7.30am till about 1.30pm. Filming was around the main pool then around the entrance to the pool. This caused minor disturbance to users but was well managed by staff and the general public.
- Showers in the men’s and women’s change rooms were retiled and new partitions were installed in the women’s side.
- Work on the balance tank and main pool pump were carried out during the quarter.
- A new head and gaskets were installed on one of the heatpump compressors.



Some breakdowns of the above figures and admissions to the facility per month.







# District Development

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

This activity contributes to the following community outcomes:



## Economic Development

### Manuherikia Catchment Water Strategy Group

The Manuherikia Catchment Water Strategy Group (MCWSG) project has reached some cross-roads. Over the last 18 months the Group has worked through completion of a feasibility and options refinement process and is now consulting farmers and irrigators on whether or not the project should advance further. An Information Pack and Expression of Interest have been circulated to all in the Manuherikia catchment who currently or potentially have an interest in taking water from the project. The Information Pack summarises the findings of the work completed to-date. It provides a high level overview of the project options, details the risks and benefits and quantifies the costs of the various options, and provides an overview of 'where to from here'. The purpose of the Expression of Interest is to allow the MCWSG to seek a non-binding indication from landowners within the catchment as to whether they would be interested in receiving water and subscribing in shares in a company (NEWCO) in the event that the project is to proceed. The Central Otago District Council is a member of the Strategy Group, represented by the Mayor. The Economic

Development Manager provides the Group with administrative support.

### Electricity Transmission Pricing

Council is following closely the changes that the Electricity Authority is proposing to make to electricity transmission pricing arrangements. There is an expectation that 40 per cent of small local generation plant will shut down if the proposed changes are implemented. The implications for Central Otago and Queenstown Lakes districts could be significant both in terms of security of electricity supply in the event of a failure of the national grid and on the revenue stream that Alexandra based Pioneer Energy provides to the Central Lakes Trust. Loss of some elements of local generation capacity would also impact on the viability of a number of Central Otago irrigation schemes. Localised small scale generation across New Zealand contributes approximately 10 percent of national electricity production with an investment totalling \$1.5 billion worth of assets. Pioneer Energy together with the Independent Electricity Generators Association, Talla Burn Hydro, Trustpower and NZ Energy hosted a public meeting in Cromwell on Friday 23 September to discuss the issue.

### Regional Business Partners

The Central Otago District Council has agreed new arrangements for delivery of the Regional Business Partner Network, which matches small and medium sized businesses with the support and training they need to grow. The Council has engaged Tara Druce to coordinate the programme in Central Otago. She

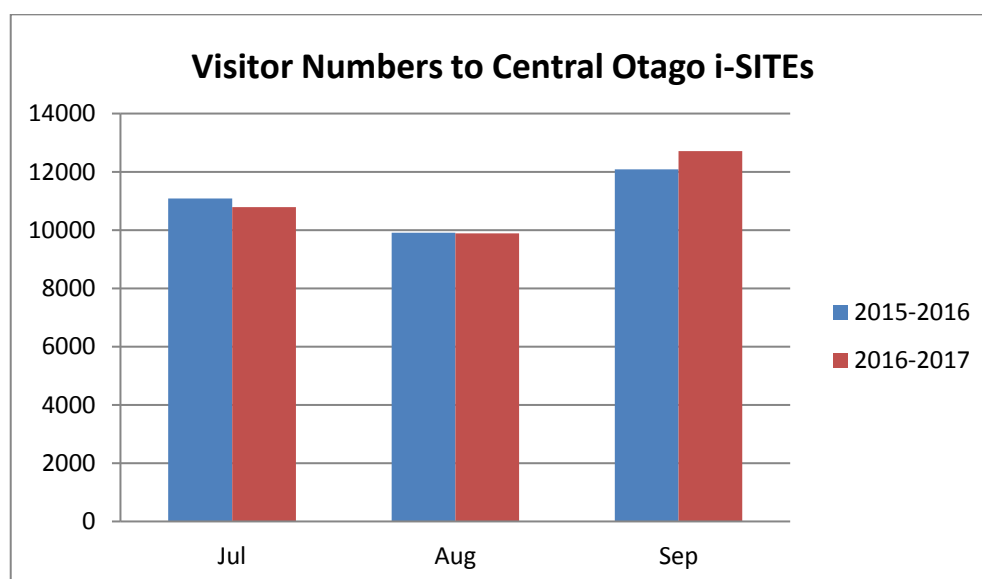
works in partnership with business advisors from the Otago Chamber of Commerce, Otago Southland Employers Association and Dunedin City Council to match Central Otago businesses with the support they require. The network offers firms a tailored approach that matches specific business needs with advice on next steps, and contacts and training suggestions that are specific to their business.

### Looking Forward

The Council hopes to see progress on some significant economic develop related projects over the next quarter. Central Government has indicated that

analysis of the better business case for district's bid for a Centre for Space Science Technology regional research institute is in the final stages and a decision on whether or not funding will be approved is expected soon. So too is a Government announcement on where fibre will be rolled out under the second stage of the ultra-fast broadband programme. The Central Otago District Council took up Government's invitation to help identify priorities for extension of the programme and Alexandra, Clyde and Cromwell were included in the list of towns for which service providers such as Chorus were invited to supply bids.

## Visitor Information Centres



### Overview of Visitor Numbers

Central Otago Visitor Information Centres saw an 1% increase in visitors over the three months of July, August and September 2016 compared to the previous year. Visitor numbers to the centres decreased in July and August however grew in September on the previous year.

While total visitor numbers to the centres were slightly up, the overall number of bookings for the quarter decreased 6.9% over this period. The drop in the number of booking can be attributed to fewer events for the i-SITEs to sell tickets for and the Alexandra i-SITE being closed for 5 days for refurbishment.

The breakdown of visitors making bookings shows a strong increase in the value of the average booking sale to domestic and international visitors compared to the same period in 2015. Locals on average spent less per booking, this is due to fewer event ticket sales. The large increase in the average booking sale by domestic visitors can be attributed to accommodation bookings for the i-SITE conference. Strong growth in average booking sale was seen for international visitors.

Number of Bookings		
2015	2016	% Increase
1532	1426	-6.9%

Average Booking Sale by Origin of Visitor			
July – September	2015	2016	% Increase
Local - Central Otago	\$65.81	\$51.96	-21%
Domestic	\$146.24	\$193.79	32.5%
International	\$165.46	\$205.22	24%

Visitor Bookings Origin		
July - September	2015	2016
Local - Central Otago	72.7%	66.0%
Domestic	16.2%	22.5%
International	11.0%	11.5%

### Alexandra

Visitor numbers to the centre increased by 7.9%. Overall bookings by origin were distributed between locals (75%), domestic (17.4%) and international visitors (7%).

### Cromwell

Visitor numbers decreased 8.5% on the same period last year. Overall bookings by visitor origin were locals (45.9%), followed by domestic visitors (32.6%) and international visitors (21.5%). The decrease in visitor numbers is due to fewer locals coming into the centre to buy event tickets as there were fewer events on over July and August than the previous year.

### Ranfurly

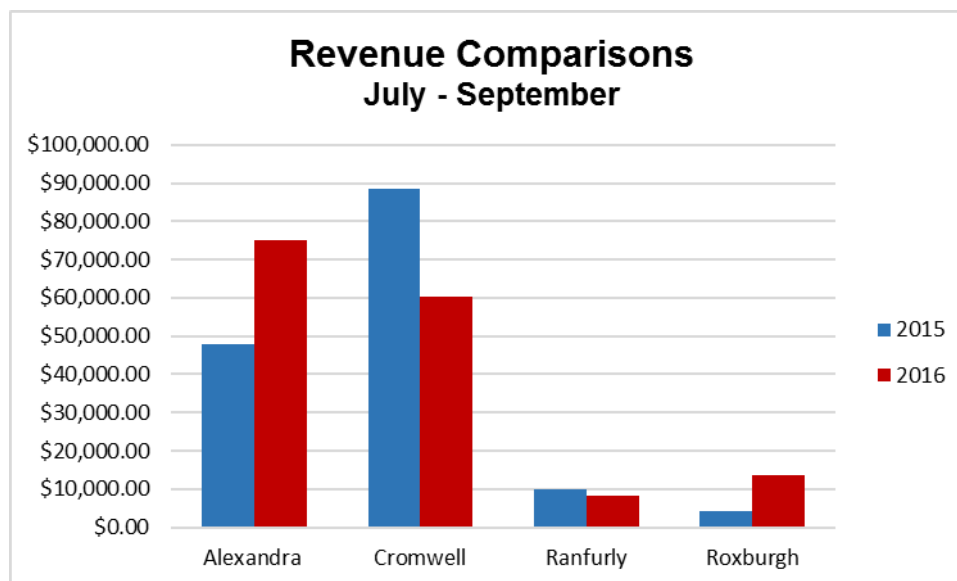
Visitor numbers decreased 4.7%. Locals (12%) were the largest proportion making bookings, followed by domestic (68%) and international visitors (20%).

### Roxburgh

Roxburgh Centre (library, service centre and visitor centre) visitor numbers increased 14%. The increase in door numbers is due to locals purchasing tickets to the Teviot Tartan Awards. Most bookings made at the Roxburgh Centre were made by locals (90.5%) followed by domestic visitors 7.9% and international visitors (1.5%).

### Revenue

Overall revenue increased 4.4% (\$6,695) compared to the same quarter last year. There was strong growth in accommodation bookings due to the Central Otago i-SITE taking delegate accommodation bookings for the i-SITE Conference. Overall revenue growth was subdued as there were fewer events to sell tickets compared with last year.





## Bookings

Total bookings for all centres increased by 21.7% (\$20,985). Bookings accounted for 75% of revenue. Alexandra i-SITE handled all the delegate bookings for the i-SITE conference.

**Alexandra:** Booking sales increased 143% compared with the same period last year.

**Cromwell:** Booking sales decreased 18.4% compared with the same period last year.

**Ranfurly:** Booking sales decreased 5.4% compared with the same period last year.

**Roxburgh:** Booking sales decreased 54.4% compared with the same period last year.

## Retail Sales

Total retail sales for all four centres decreased by 1.8% (\$232) from the same period last year.

**Alexandra:** Retail sales increased 8.8% this quarter compared to last year.

**Cromwell:** Retail sales decreased 36% this quarter compared to last year.

**Ranfurly:** Retail sales increased 44% this quarter compared to last year.

**Roxburgh:** Retail sales decreased 14% this quarter compared to last year.

## Event Sales

Event ticket sales decreased 34% (\$14,058) this quarter compared to the same period last year. Roxburgh i-SITE was very successful in ticket sales for the Teviot Tartan Awards. Alexandra, Cromwell, Ranfurly i-SITES had significantly fewer events in their areas to sell tickets for this quarter than the previous year.

### Jul-Sep

#### Alexandra

<b>Jul - Sep 2016</b>	Visitors	13091
<b>Jul - Sep 2015</b>	Visitors	12136
Visitor numbers increased by		7.9%
	Gross Revenue	% of total sales
Bookings	\$ 57,109.90	76%
Retail	\$ 4,971.80	7%
Event Tickets	\$ 12,797.00	17%
Display Rental	\$ 54.00	0%
<b>REVENUE 2016</b>	<b>\$ 74,932.70</b>	100%
<b>REVENUE 2015</b>	<b>\$ 47,868.23</b>	100%
Revenue increased by		57%
Cost of retail goods sold		71%
Commission earned		\$ 5,450.63

#### Ranfurly

<b>Jul - Sep 2016</b>	Visitors	3964
<b>Jul - Sep 2015</b>	Visitors	4161
Visitor numbers decreased by		-4.7%
	Gross Revenue	% of total sales
Bookings	\$ 4,739.00	57%
Retail	\$ 3,646.00	43%
Event Tickets		0%
Display Rental	\$ -	0%
<b>REVENUE 2016</b>	<b>\$ 8,385.00</b>	100%
<b>REVENUE 2015</b>	<b>\$ 9,807.62</b>	100%
Revenue decreased by		-15%
Cost of retail goods sold		68%
Commission earned		\$ 475.76

#### Cromwell

<b>Jul - Sep 2016</b>	Visitors	11454
<b>Jul - Sep 2015</b>	Visitors	12512
Visitor numbers decreased by		-8.5%
	Gross Revenue	% of total sales
Bookings	\$ 53,643.01	89%
Retail	\$ 2,655.20	4%
Event Tickets	\$ 3,553.00	6%
Display Rental	\$ 405.00	1%
<b>REVENUE 2016</b>	<b>\$ 60,256.21</b>	100%
<b>REVENUE 2015</b>	<b>\$ 88,588.25</b>	100%
Revenue decreased by		-32%
Cost of retail goods sold		57%
Commission earned		\$ 5,497.22

#### Roxburgh

<b>Jul - Sep 2016</b>	Visitors	4870
<b>Jul - Sep 2015</b>	Visitors	4271
Visitor numbers increased by		14.0%
	Gross Revenue	% of total sales
Bookings	\$ 1,025.00	8%
Retail	\$ 1,598.71	12%
Event Tickets	\$ 10,905.00	81%
Display Rental		0%
<b>REVENUE 2016</b>	<b>\$ 13,528.71</b>	100%
<b>REVENUE 2015</b>	<b>\$ 4,373.60</b>	100%
Revenue increased by		209%
Cost of retail goods sold		89%
Commission earned		\$ 1,025.50

**Note:** commission earned is on bookings and events

## Alexandra i-SITE Refurbishment

The Alexandra i-SITE had its first refurbishment since moving into the Central Stories building more than 10 years ago. The centre was closed to allow for refurbishment from Thursday 25 to Monday 29 August. The refurbished centre is a similar theme to the Cromwell i-SITE that won an innovation award last year.

## i-SITE Conference

140 delegates from i-SITEs around New Zealand attended the national i-SITE conference held in Cromwell 21-23 September. Central Otago i-SITES successfully bid to host the conference in order to leverage greater value from the national i-SITE network for Central Otago. i-SITE delegates learnt about Central Otago and our operators through organised familiarisations allowing them to return home and better promote our region. The conference was funded by i-SITE NZ. Christine Forde from the Cromwell i-SITE was presented an award for training excellence.

## Staffing

The centres welcomed Jane-Marie Scott and Fay Kennedy to the team. Helen Scoles the Cromwell Team Leader announced her retirement. Helen started work at the information centre in 1992. Helen's last day will be 28 October. Christine Forde has been appointed to the Cromwell Team Leader position.

## Qualmark

All four centres passed their annual Qualmark audits in August. Qualmark is the national quality assurance programme for the tourism industry and is a requirement of i-SITE membership.

## New operator morning tea

A morning tea was held at the Cromwell i-SITE in August for new accommodation owners. Cromwell had a number of accommodation businesses change owners at the end of summer. The morning tea was attended by 20 operators.

## Community Presentations

Presentations were given to Cromwell Golden Lions and Lakes Dunstan Lions clubs outlining the services offered at the Cromwell i-SITE.

## Hours of Operation

**Alexandra** – open 9am – 5pm daily

**Cromwell** – open 9am – 5pm daily

**Ranfurly** – open 9am – 5pm daily (closed one hour daily for lunch/jobs)

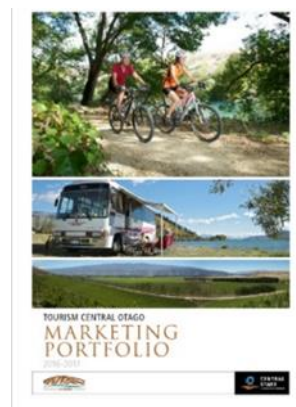
**Roxburgh** – open 9am – 5pm daily

# Tourism Central Otago (TCO)

## TCO Marketing Portfolio 2016-17

The 2016-17 Marketing Portfolio was finalised and is available to download from our website. The Portfolio includes an Activity Calendar for the period July 2016 – June 2017.

<http://www.centralotagonz.com/trade-and-media/tourism-central-otago/marketing-portfolio>



## Central Otago Visitor Guide 2016-17

The 2016-17 edition of the official Central Otago Visitor Guide has been printed and released into circulation. Brochure circuit contracts have been reviewed and agreed upon for the 2016-17 year. The 55,000 printed copies are actively distributed throughout the full year both nationally and internationally as per the following plan:

<ul style="list-style-type: none"> <li>In all 90 i-SITES nationwide</li> </ul>	<ul style="list-style-type: none"> <li>To Travel Agents &amp; Wholesalers offshore</li> </ul>
<ul style="list-style-type: none"> <li>Christchurch and Canterbury via Matuka Brochure Distribution – over 150 locations</li> </ul>	<ul style="list-style-type: none"> <li>Tourism New Zealand offshore offices, consumer and trade events</li> </ul>
<ul style="list-style-type: none"> <li>At consumer events– i.e. Auckland Motorhome Show, cycle event and other targeted sports events via race packs etc.</li> </ul>	<ul style="list-style-type: none"> <li>West Coast outlets via Carlton Brochure Distribution – over 60 locations</li> </ul>
<ul style="list-style-type: none"> <li>To Wholesale and Inbound agents.</li> </ul>	<ul style="list-style-type: none"> <li>Requests from website</li> </ul>
<p>Distribution through Visitor Point network circuits in:</p> <ul style="list-style-type: none"> <li>Wanaka – 67 locations</li> <li>Queenstown – 91 locations</li> <li>Christchurch Transport – 39 locations including rental fleets / campervan companies</li> <li>Dunedin and Surrounds - 83 locations</li> <li>Central South Island – 15 locations</li> <li>Queenstown Airport</li> <li>Christchurch International Airport</li> <li>South Canterbury – 31 locations</li> <li>Bluebridge and Interislander ferries and terminals Picton and Wellington.</li> </ul>	<p>Southern South Island Annual Brochure drops and/or regular phone follow up:</p> <ul style="list-style-type: none"> <li>Southland – including the Catlins, Gore and Invercargill – 85 locations</li> <li>Fiordland – including Te Anau, Mossburn, Five Rivers – 51 locations</li> </ul>

## Operator Contribution 2015-16

Tourism Central Otago’s campaign, industry and media activities during 2015-16 recorded strong support from the local tourism industry.

The following is information details the ‘in kind’ contribution made by operators who assisted TCO with promotional activities through the year. The term ‘in kind’ refers to the difference between the normal retail price of a product or service and the actual costs charged by operators.

During the 2015-16 financial year 20 media, marketing campaign and trade files were hosted by TCO. The itineraries and activities involved 43 individual tourism providers and were in support of the following breakdown of files:

- 7 x Domestic media (includes Australia)
- 6 x Domestic marketing campaign prizes / activities
- 1 x International Media
- 6 x International Travel Trade

OPERATOR ‘IN KIND’ CONTRIBUTIONS 2015-16			
	Accommodation	Activities	Total In Kind
Media Projects	\$3203	\$2585	\$5788
Trade Projects	\$2800	\$6001	\$8801
Marketing Campaign Projects	\$3763	\$2598	\$6361
Total	\$9,766	\$11,184	\$20,950

In addition to the in kind contribution by local operators, Tourism New Zealand’s International Media Programme, Trade Programme and other partners contributed to the value of \$5343 in the 2015-16 year. This equates to a combined financial contribution to TCO activities of \$26,293. TCO acknowledges and appreciates the ongoing support that operators have provided over a year that has been busy for the industry as a whole.

### Tourism NZ’s “A Dragon’s Eye View of NZ” Video

World-renowned film maker James Cameron produced a short video for Tourism New Zealand showcasing New Zealand through the perspective of ‘Pete’s Dragon’. Disney’s *Pete’s Dragon* was released on 12 August 2016. Only seven centres featured in the short video with cyclists crossing the Viaduct Bridge on the Otago Central Rail Trail shown. See: <https://www.youtube.com/watch?v=aQ7S0td3Ww>

### Megan Gale Cycle Campaign – Phase 2

In August Tourism New Zealand ran a pre-Spring campaign continuing their cycle ambassador activity, which features Australian model Megan Gale cycling on NZ’s great rides. The Otago Central Rail Trail is a feature trail for this campaign. During this activity visits to the Central Otago section of [www.newzealand.com](http://www.newzealand.com) and total referrals to Central Otago operators have exceeded all previous monthly highs.

## TNZ Cycle Trail Guide (2016 update)

The revised brochure has been updated taking into account feedback provided by TCO and trails representatives. The brochure can be found here - [http://production-editors.newzealand.com/travel/library/n42840\\_6.pdf](http://production-editors.newzealand.com/travel/library/n42840_6.pdf)

## Operator Workshops

TCO held two sessions to assist local tourism operators to get listings on [www.newzealand.com](http://www.newzealand.com) Tourism New Zealand's website that receives in excess of 30 million visits per year.

The introductory session was attended by 8 local operators who received assistance with getting setup on newzealand.com and what opportunities they had for additional exposure. A second session for operators who already listed on TNZ was attended by six businesses who wanted ideas on how to maximise their presence on the website and through TNZ international marketing campaigns.

## Cycle Campaign

The Flight Centre Cycle Epic was held at Hiddenvale, Queensland from the 9 – 11 September. Tourism Central Otago sponsored the event for the second consecutive year as an opportunity to make direct contact with a key segment of the Australian cycling market.

TCO was onsite at the event with a Central Otago marquee promoting our opportunities for a cycling based holiday in New Zealand. The marquee attracted good foot traffic from participants and spectators, and the 'Central Otago Cycling Holiday Prize' offered in association with local business was very popular. TCO's attendance at the event and our cycle trails had been presented in pre-event e-newsletters, social media and in the participants' registration packs.

The event attracted just under 2000 mountain bikers and trail runners who were represented across families, couples, as well as serious single-track mountain bikers who were represented by groups of males attending the weekend event. A number of people expressed interest in the unique Roxburgh Gorge Trail i.e. liked nil road accessibility plus jet boat transfer with bikes.

Many of those we discussed Central Otago with were particularly interested in options for combining mountain bike trails and events in our region or neighbouring regions, alongside experiencing our famous 'cycle trails'.



## South Island Journeys Campaign

A joint initiative lead by SOUTH (Christchurch International Airport and south RTOs) in association with Tourism NZ invested approximately \$1million into the South Island Journeys campaign. The campaign launched in the Australian marketplace on 11 September running through to 16 October 2016. It promotes five touring itineraries during the travel period of March to May 2017. Each itinerary started in Christchurch. Central Otago featured within the Nature and Heritage Journey itinerary which followed the route; Christchurch – Oamaru – Dunedin – Alexandra – Cromwell – Queenstown.

The joint venture partners in the campaign were: Tourism New Zealand, SOUTH, Flight Centre (retail partner), Air NZ, Jetstar and THL Rentals.



The target audience for the campaign is independent professionals – both repeat visitors to New Zealand as well as first time arrivals. The secondary target audience is active boomers.

### Part 3 – The stunning landscapes & impeccable wines of Central Otago

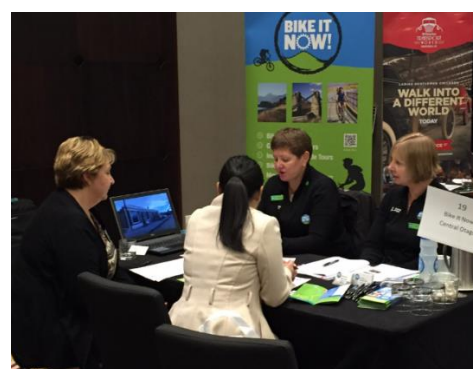
The Central Otago region was once home to a gold mining rush and reminders such as stone cottages and miners trails remain in the area. Today, Central Otago is still known for its riches thanks to its thriving farming industry and award-winning vineyards. For an additional dose of history, and to see buildings created back in the 1860's, visit Cromwell and it's Cromwell Heritage Precinct. For some relaxation and wine tastings, try one of the many vineyards dotted around the towns of Alexandra, Clyde and Cromwell. Or for a little action, hire a bike and take to one of the many cycle trails in the area such as the [Otago Central Rail Trail](#) or the [Queenstown Trail](#).

Linger at Archangel Wines in Central Otago



## Queensland Trade Appointments

TCO's Trade and Consumer Marketing Manager and Digital Marketing Manager met with several key travel trade businesses based on the Gold Coast and in Brisbane in early September. These meetings provided an opportunity to build on existing relationships with these key travel wholesalers, provide regional updates and gain insights from these businesses into trends and opportunities in the wholesale market. Visits included ANZCRO, NZ Travel Centre, Experience OZ & NZ, Top Deck Travel and the Flight Centre Travel Group.



## Auckland Lower South Island Trade Workshop, 3-4 August 2016

TCO's Trade and Consumer Marketing Manager attended a Trade Workshop for Inbound Tour companies in August. Organised by Enterprise Dunedin who had invited operators and RTOs from Dunedin, Waitaki, Fiordland, Southland and Central Otago, there were 27 operators and RTO representatives in attendance. TCO along with two Central Otago operators - Highlands Park and Bike it Now! attended holding 49 pre-booked business meetings over the two days.



## FAMILS - Travel Trade

### Flight Centre Famil

In conjunction with Tourism NZ and as part of the South Island Journeys Campaign, Tourism Central Otago hosted 10 senior Flight Centre staff on a familiarisation of our region. The group visited on 2 and 3 September. After dining at Oliver's, half of the group stayed in-house and the other half stayed at Pitches Store. The next day they cycled from Lauder to Auripo Road, then had a short experience curling and finally were transferred to Pukerangi to the Tairei Gorge Train to Dunedin. The group were delighted with their experience and were sharing widely on Instagram and Facebook. There was keen interest in Central Otago as they believe the short break to New Zealand was more interesting and exciting than booking their clients up the coast of Australia to Queensland.



### Talisman Travel Design Famil

TCO assisted Seraphine de Smidt, Sales Executive & Product Manager from the Netherlands, Talisman Travel Group on a famil of Central Otago from 8-10 September. Seraphine cycled the Otago Central Rail Trail staying in Clyde, Ophir and Kokonga on route. She has blogged widely already and has been proudly wearing her Central Otago branded cycle shirt on other journeys around the world, including San Francisco!

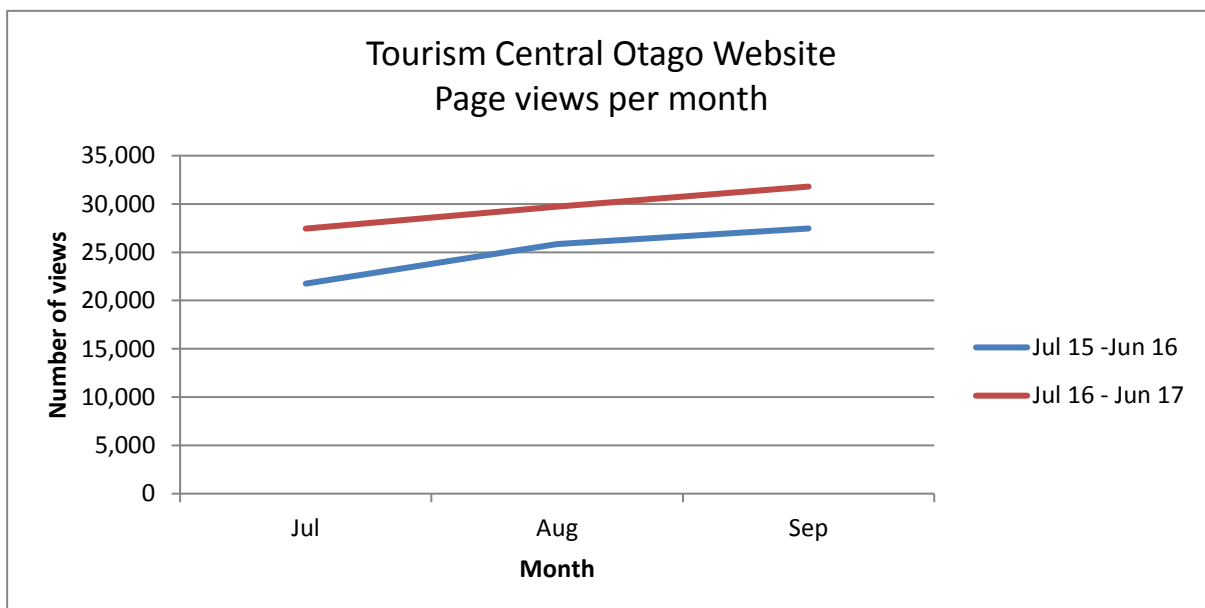
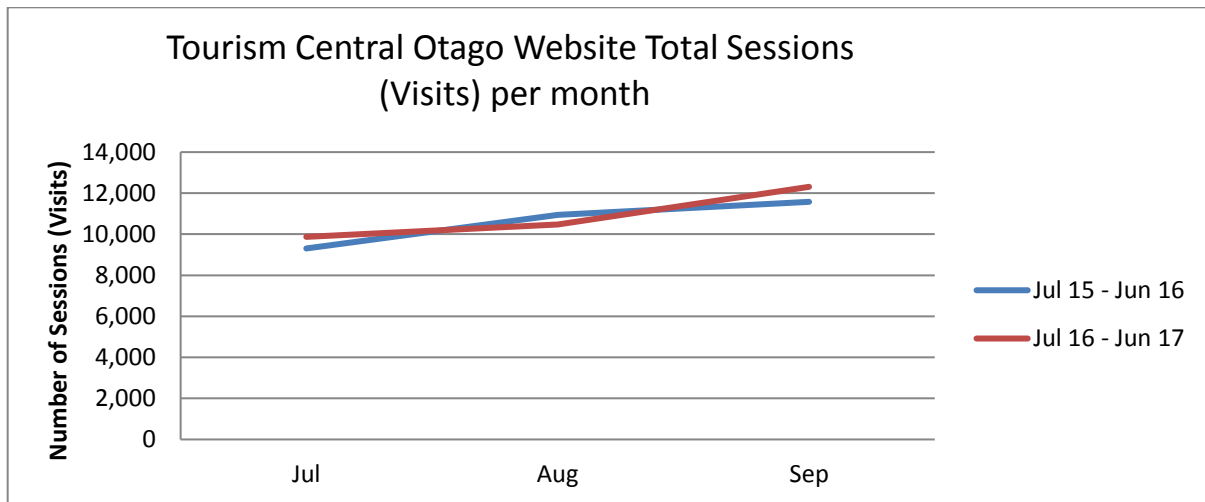


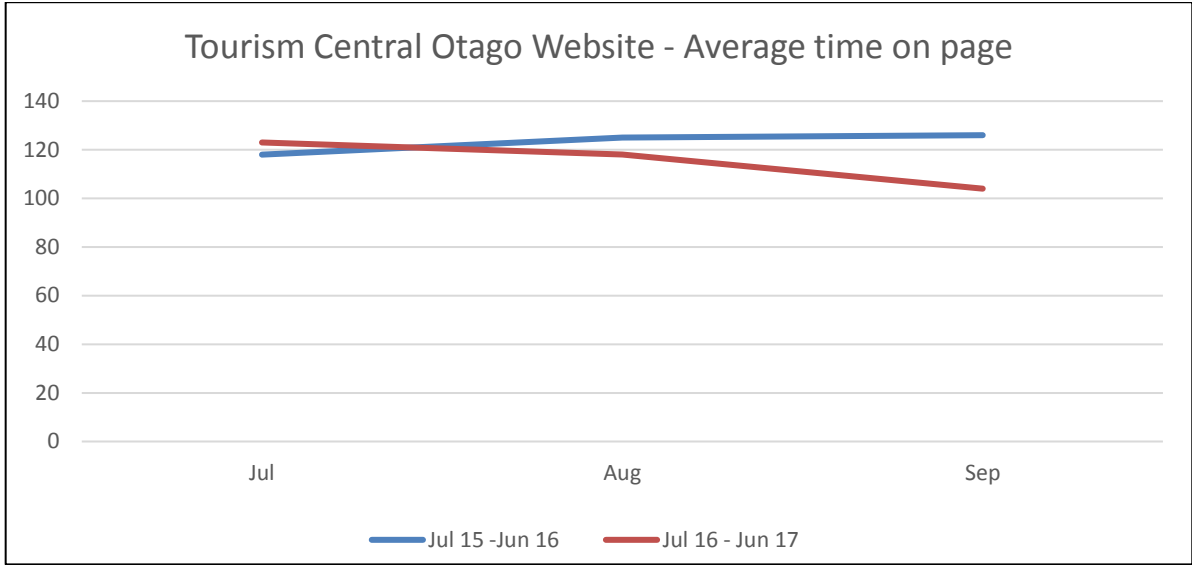
## Media Results for 2015-16

Tourism Central Otago uploads media results throughout the year to <http://www.centralotagoz.com/trade-and-media/media/results/2016>. A hard copy document booklet is compiled each year and the 2015-16 results are now available for viewing at the TCO office.

## Central Otago NZ Website

The following statistics compare the number of visitors, sessions and time on page for [www.centralotagonz.com](http://www.centralotagonz.com) for the July - September Quarter in the last two years.





# Community Development

## Community Planning

### Clyde Community Survey

Results from a community survey of Clyde residents and ratepayers were released to the public in September. The survey, which was conducted by Council in partnership with the Clyde Community Plan group, sought the community's thoughts and feedback on what they valued about Clyde, their vision for the future and their views on residential growth. The survey attracted 251 responses and 52 separate youth surveys.

The top five things people valued most about Clyde were the character of the town; the variety of services available; the strong sense of community; recreational facilities and activities; and the local heritage. The strong themes that came through in terms of a vision for Clyde were for it to remain the safe friendly small town it is today, with controlled and carefully managed growth that is in keeping with the historic character and "feel" of the town.

Fifty-four per cent of respondents did not want residential growth to extend beyond the current boundaries and 74% of respondents did not want to see smaller section sizes within the Clyde town boundary.

### Manuherikia Future

Omakau's Community Plan team, Manuherikia Future, has several projects on the move:

The community has selected a preferred design for the renewal of the Welcome to Omakau signs. Omakau Lions has pledged \$1,000 towards the project and Manuherikia Future is currently looking into fundraising options for the balance of the cost.

Planning is underway for roadside tussock plantings around Omakau, to landscape and beautify the township. The initial plantings will take place on the side streets of Omakau, rather than along the state highway.

Pricing of options for what could be done with the community hall are currently being developed, in conjunction with Council's property department. Manuherikia Future wants to ensure that the community has all the information they need before making any decision on what to do with their community hall.

### Cromwell Ambassador Programme

Cromwell's Ambassador Programme is now up and running. The Cromwell and District Community Plan Trust has hosted four courses, between July and September, involving 64 attendees.

The Ambassador Programme is designed for the people working and living in the Cromwell basin, to provide a greater understanding of their town and community and to share their knowledge with visitors to the area. It is about encouraging locals to tell and be proud of their local stories and to add real value to visitor and customer experiences in Cromwell.

Analysis of participation shows that the course has attracted attendees from a range of backgrounds: Cromwell's hospitality industry (42%); local government (including i-SITE staff) (22%); individuals from the community (13%); local activities (9%); accommodation providers (7%); community organisations (2%); and local businesses (2%).

This three-hour training course has been developed by the Queenstown Resort College in liaison with the Cromwell and District Community Plan Trust, with funding gratefully received from the Cromwell Community Board and Cromwell & District Promotion Group.

### Naming Options for Streets and/or Significant Places in Cromwell

A list of possible names for new streets, roads and/or significant places for the Cromwell basin has been adopted by the Cromwell Community Board. Subdivisions and other forms of development are causing a steady demand for new names in the Cromwell region. A list of possible suggestions was therefore developed to assist developers, and the Community Board, in their selection process.



Naming suggestions have been gleaned from local community groups and historians. Current street/road names, with a description of how each was derived, are also included to help avoid name duplication and to understand the reasons (where possible) why the roads, or groups of roads, had been allocated the names they have.

This list is by no means exhaustive, and is open to continued additions from the community.

### **Teviot Valley Community Development Scheme**

Jennie Clarke has taken up the position of Community Development Officer for the Teviot Valley. Jennie is involved in a range of projects that have been identified through community input into the Teviot Valley's Community Development Scheme. Her two primary focuses are enhancing the integration of seasonal workers into the Teviot Valley community and supporting the marketing and development of the Valley's Roxburgh Gorge and Clutha Gold Trails.

While employed as a Council staff member, Jennie's 12 month part-time position is funded through the Department of Internal Affairs' Community Development Scheme. The Teviot Valley was successful last year attracting a \$240,000 grant, through the Scheme, which is spread over three years.

A contract writer has also been employed through the Scheme to develop unique stories around the two

cycle trails, and these will be used in promotional material.

## **Grants**

### **Grants Policy**

Council has revised its 2004 Grants Policy. The CODC Grants Policy 2016, adopted in September, provides an up-to-date listing of grant funds available through Council. Funding criteria has been slightly amended and accountability measures staggered according to the size of grant being requested. A standardised application form for all Council-funded grants will also be implemented under the new policy.

## **Heritage**

### **Central Otago Heritage Trust**

The Central Otago Heritage Trust has utilised funds it received through a grant from Council to employ Alice Barclay in a part time capacity. Alice was appointed in August and will be assisting the Trust in carrying out projects and activities identified in The Central Otago Heritage Trust's 2016-17 work plan.

The Trust is delighted to have Alice on board and is looking forward to progressing initiatives that will add real value to the region's heritage.

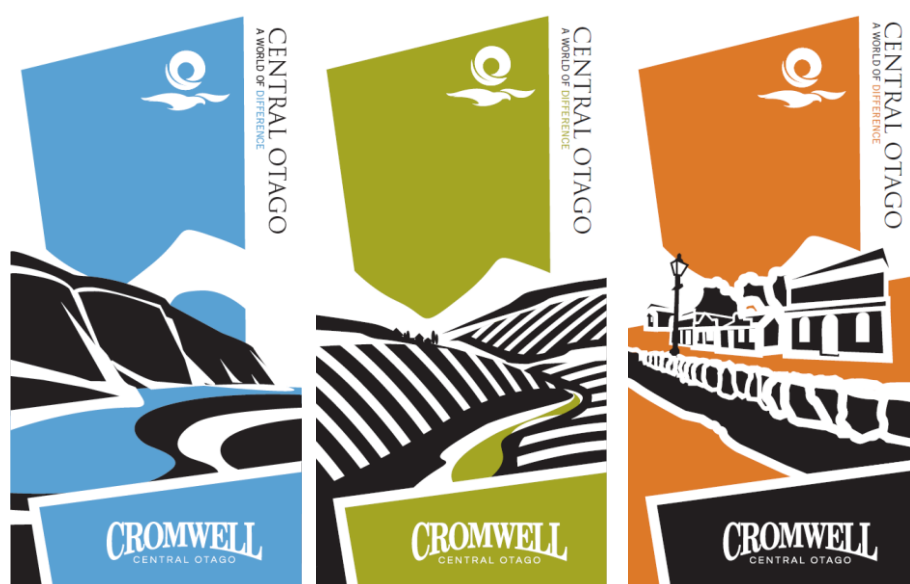
# Regional Identity

## Our Communities

The Central Otago regional identity captures the unique qualities associated with the region. One of the key aspects about Central Otago is our unique communities. They differ greatly from one another, and that diverse richness has not yet been fully explored in the work to date.

As part of the ongoing development of the [www.aworldofdifference.co.nz](http://www.aworldofdifference.co.nz) website, the intention is to develop the unique stories associated with our communities. Featuring the unique stories associated with each community will only help to enrich the Central Otago regional identity proposition.

To date the key stories for the Cromwell Basin have been identified and are currently being researched. The intention is to create an image set for each story, this will be achieved through a photo competition planned for over the summer months. Three street banners were designed to reflect some of the key stories for Cromwell Basin and show that linkage to the Central Otago regional identity by the use of the logo and colour palette (below are the three banner designs).



The winter blue banner is inspired by the Sugar Loaf.

The spring green banner is an expression of the wine and horticultural industries in the Cromwell Basin.

The autumn coloured banner is a representation of 'Old Cromwell'.

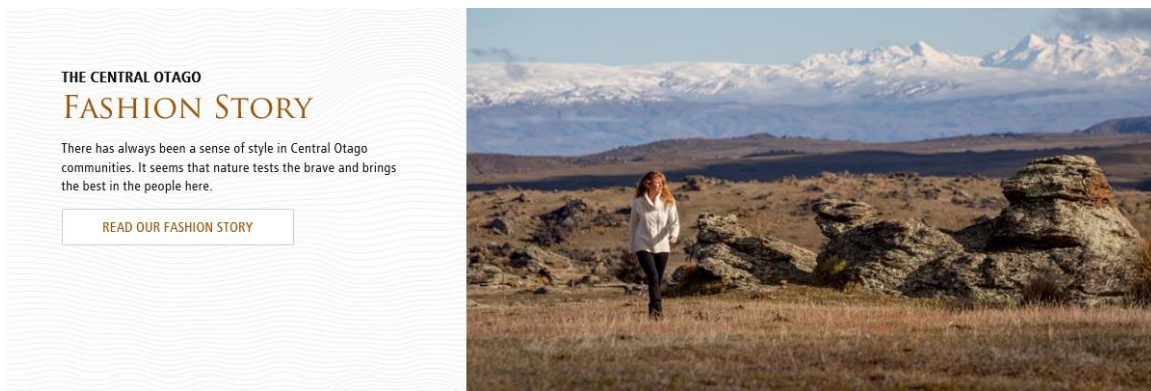
These banners are now installed. A workshop is planned for mid-October for the Roxburgh and Teviot Valley to help identify their unique stories.

## Fashion story

The Central Otago fashion story was uploaded onto the website [www.aworldofdifference.co.nz/x.963.573.0/fashion-story.html](http://www.aworldofdifference.co.nz/x.963.573.0/fashion-story.html) in late July. To get this story noticed, a message was posted on Facebook. As a result of this post there were 682 page views of this story. The most encouraging aspect to the post were the number of comments that triggered memories about Eden Hore and his 70s and 80s couture fashion collection such as this one:

*"He was my very loving, funny and yes eccentric uncle. He led what seemed like a glamorous life to us as children. We loved his collection of clothes and I was fortunate enough to model them once. He shared his war stories with me once which gave me a whole new perspective on the man he was. Thanks for this story."*

These are priceless comments and add to this rich story with regards to fashion and Eden Hore.

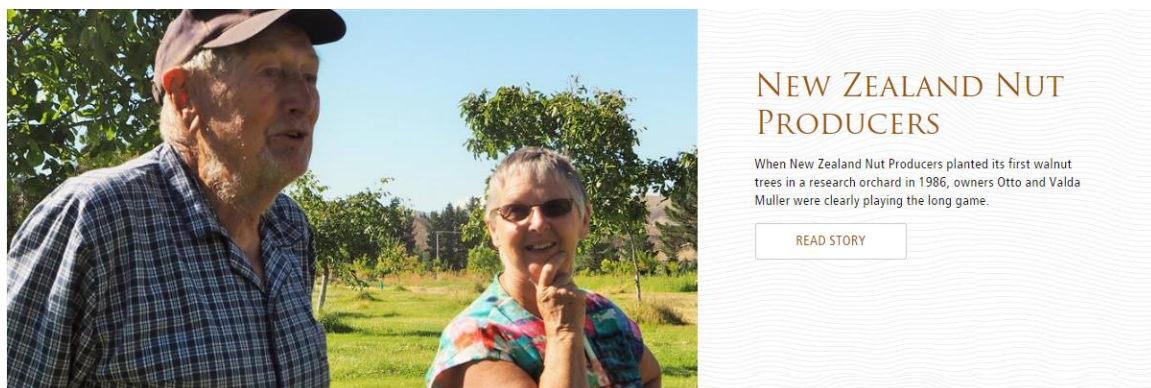


As well as the fashion story, a narrated slide show of the fashion story is being developed and will also feature on the regional identity website.

## Central Otago regional identity partners

Each month a new profile will be added to the 'Our Partners' section of [www.aworldofdifference.co.nz/our-partners](http://www.aworldofdifference.co.nz/our-partners) website. This section features people who are proud

advocates for the Central Otago proposition. It also provides examples of what living the regional values looks like in practice. The most recent profiles are of Valda and Otto Muller of New Zealand Nut Producers, Mark Button and Nikki Meyer, owners of Waipiata Country Hotel and Tussock Lodge, and the Duncan family, owners of Wedderburn Cottages.



## World of Difference Website

The Central Otago regional identity website – [www.aworldofdifference.co.nz](http://www.aworldofdifference.co.nz) analysis for the July – September quarters cover the average number of pages that were visited each session, the average length of time spent on this website and the website content or pages that were viewed.

- The average number of pages visited each session was 1.94 compared to 2.16, 2.12 and 1.73 for the last three last quarters.
- The average length of time on this website was 1.34 minutes compared to 1.50, 1.38 and 1.28 minutes for the last three quarters.
- In terms of the content, the key pages viewed included 'Our Journey' with the average length of time spent on this page being 1.21 minutes, this was followed by the Fashion Story (3.24 minutes), the introductory section to 'Our Stories' (1.0 minute), the Wine Story (3.04 minutes), the introductory section to 'Our Partners' (0.50 minutes), New Zealand Nut Producers (3.00 minutes), 'Our People' (0.43 minutes), 'Our Values' (1.53 minutes), and 'Our Visual Identity' (1.34 minutes).

# MAKE WISE CHOICES

Make wise choices that last beyond your lifetime

# PLANNING and environment

planning emergency management  
building control  
alcohol licensing dog control and registration  
environmental health





# Planning and Environment

Our **planners prepare and implement the District Plan** under the Resource Management Act. The District Plan is applied through processing of resource consents. We provide advice to our customers seeking to subdivide or develop their land. We also monitor conditions of resource consents and District Plan provisions to ensure any effects on the environment are managed appropriately.

Our Building Control team help people build in a safe and compliant manner through a streamlined and cost-effective process. We carry out **building inspections, issue building consents and respond to building-related enquiries**. We issue Land Information Memoranda for customers who are intending to purchase property, and monitor Building Warrants of Fitness for commercial buildings in accordance with the Building Act.

The environmental health activity provides confidence to the community and visitors to our region that our food premises, hairdressers, camping grounds and funeral directors are safe and clean. We **licence and annually inspect registered premises to manage the public health risks** of food and water contamination. We undertake water testing of public and private water supplies. We also respond to noise complaints to minimise nuisance to the community.

This activity contributes to the following community outcomes:



## Building Control

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

In the period 1 July to 30 September 2016 a total of 256 Building Consents were issued at a value of \$49,150,707.

An analysis of trends in building consent numbers and their values indicates that the number of consents received in this quarter was up 34% and the value of these increased 105% when compared to the same period last year.

### Processing Times

The end to end processing times for building consents was an average processing time of 22 customer days (not statutory processing days).

Note:

*The end to end times shown 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 11 working days, well within the statutory requirement of 20 working days.

99.22% of all consents were issued within statutory timeframes.

## Capacity

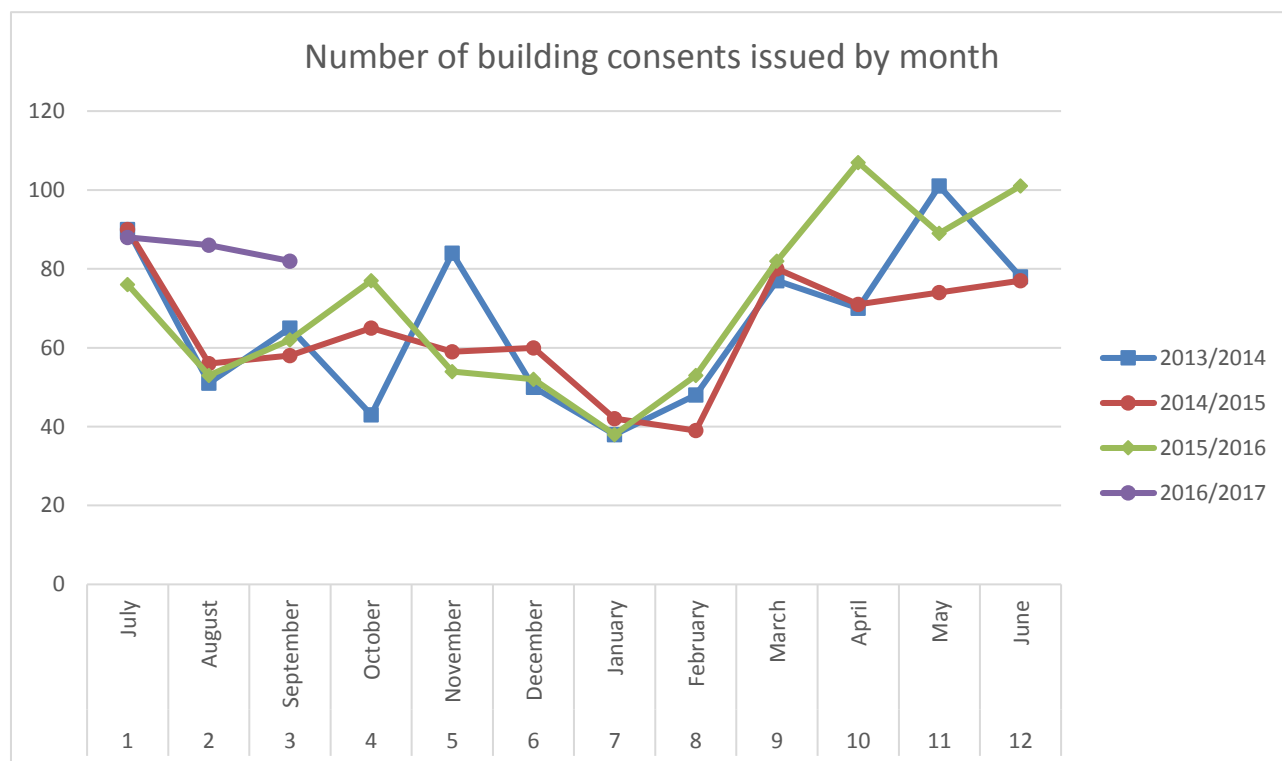
The significant increase in the number of building consent applications is having an effect on building inspection numbers in Cromwell with a second building inspector required most days for inspections.

For the 2015 quarter 212 LIM reports were completed. For the 2016 quarter 219 LIM reports were completed. This is an increase of 0.4%.

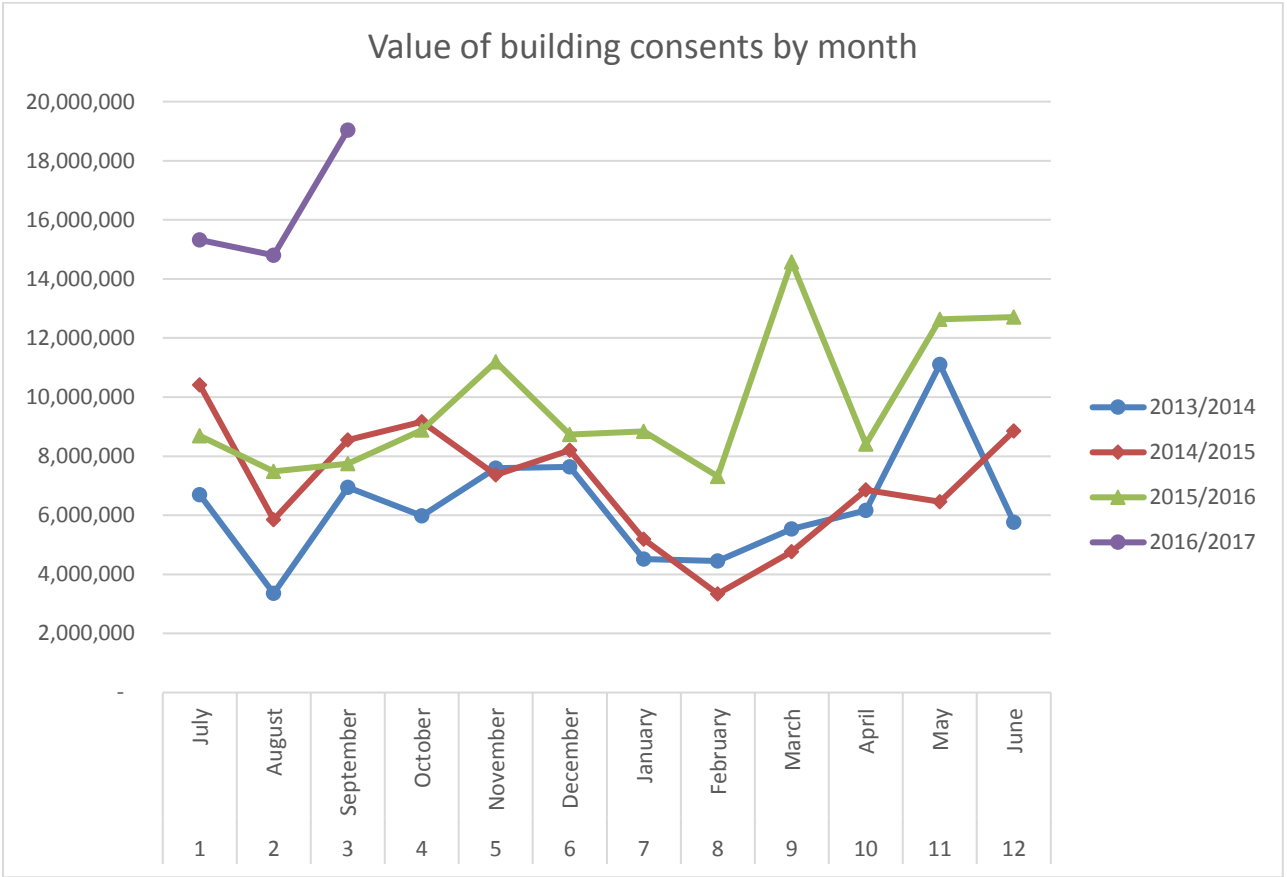
## Staff

BCA administration staff continue to manage greater workloads in respect of customer enquiries, LIM reports and property enquiries due to the increased interest in property development in the region.

Number Issued by Month				
Month	2013/2014	2014/2015	2015/2016	2016/2017
July	90	90	76	88
August	51	56	53	86
September	65	58	62	82
October	43	65	77	
November	84	59	54	
December	50	60	52	
January	38	42	38	
February	48	39	53	
March	77	80	82	
April	70	71	107	
May	101	74	89	
June	78	77	101	
<b>Grand Total</b>	<b>795</b>	<b>771</b>	<b>844</b>	<b>256</b>
<b>Change from Previous Year</b>		-3%	9%	



Number Issued by Value				
Month	2013/2014	2014/2015	2015/2016	2016/2017
July	6,689,217	10,410,031	8,691,463	15,316,389
August	3,355,376	5,846,351	7,490,249	14,798,895
September	6,944,115	8,551,268	7,746,178	19,035,423
October	5,974,252	9,160,165	8,880,789	
November	7,594,899	7,368,192	11,185,486	
December	7,642,416	8,198,023	8,730,997	
January	4,521,211	5,192,937	8,843,449	
February	4,448,432	3,339,327	7,316,512	
March	5,533,098	4,762,850	14,576,248	
April	6,160,388	6,861,907	8,404,614	
May	11,102,742	6,452,630	12,630,872	
June	5,767,356	8,852,602	12,711,327	
<b>Grand Total</b>	<b>75,733,502</b>	<b>84,996,283</b>	<b>117,208,184</b>	<b>49,150,707</b>
<b>Change from Previous Year</b>		12%	38%	



VINCENT		\$
<b>Alexandra Ward</b>		
Agricultural - New farm shed	1	15,000
Commercial - New industrial	1	200,000
Commercial - Retail/cafe/restaurant/bar - additions and alterations	1	127,000
Residential - Dwelling additions and alterations	2	49,800
Residential - Dwelling alteration (internal only)	4	26,200
Residential - Heating appliance	1	5,000
Residential - New Dwelling	9	3,276,750
Residential - Relocate dwelling on to site (site-works)	1	26,500
<b>Alexandra Ward Total</b>	<b>20</b>	<b>3,726,250</b>
<b>Earnsclough-Manuherika Ward</b>		
Agricultural - New farm shed	1	6,000
Commercial - Community building (e.g. church/clubrooms/toilet	1	69,000
Residential - Dwelling alteration (internal only)	1	5,000
Residential - Heating appliance	3	9,000
Residential - New Dwelling	4	1,434,550
Residential - New garage	3	85,127
Residential - Outbuilding alterations	1	10,000
Residential - Plumbing and drainage only	1	9,726
Residential - Pool / spa pool	1	10,000
<b>Earnsclough-Manuherikia Ward Total</b>	<b>16</b>	<b>1,638,403</b>
<b>CROMWELL</b>		\$
Agricultural - New farm shed	3	157,252
Agricultural - Wind machine	1	5,000
Commercial - New industrial	2	2,903,453
Commercial - Other	1	38,500
Residential - Dwelling additions and alterations	4	413,000
Residential - Dwelling alteration (internal only)	2	5,500
Residential - Heating appliance	1	5,000
Residential - New Dwelling	21	6,066,058
Residential - New garage	1	19,900
Residential - New garage/sleep-out	1	75,000
Residential - New units (multi-unit)	1	1,049,950
Residential - Outbuilding alterations	2	28,500
<b>Cromwell Ward Total</b>	<b>40</b>	<b>10,767,113</b>
<b>MANIOTOTO</b>		\$
Residential - Dwelling alteration (internal only)	1	150,000
Residential - New garage	2	33,200
<b>Maniototo Ward Total</b>	<b>3</b>	<b>183,200</b>
<b>TEVIOT VALLEY</b>		\$
Agricultural - New farm shed	1	64,643
Commercial - New warehouse/showroom/offices	1	2,645,814
Residential - Dwelling alteration (internal only)	1	10,000
<b>Teviot Valley Ward Total</b>	<b>3</b>	<b>2,720,457</b>
<b>Total for July to September 2016</b>	<b>82</b>	<b>19,035,423</b>

ANALYSIS FOR JULY TO SEPTEMBER		\$
Agricultural - New farm shed	6	242895
Agricultural - Wind machine	1	5000
Commercial - Community building (e.g. church/clubrooms/toilet)	1	69000
Commercial - New industrial	3	3103453
Commercial - New warehouse/showroom/offices	1	2645814
Commercial - Other	1	38500
Commercial - Retail/cafe/restaurant/bar - additions and alterations	1	127000
Residential - Dwelling additions and alterations	6	462800
Residential - Dwelling alteration (internal only)	9	196700
Residential - Heating appliance	5	19000
Residential - New Dwelling	34	10777358
Residential - New garage	6	138227
Residential - New garage/sleep-out	1	75000
Residential - New units (multi-unit)	1	1049950
Residential - Outbuilding alterations	3	38500
Residential - Plumbing and drainage only	1	9726
Residential - Pool / spa pool	1	10000
Residential - Relocate dwelling on to site (site-works)	1	26500
<b>Total</b>	<b>82</b>	<b>19035423</b>



# Resource Consent

## Number of Consents Processed

In the period 1 July - 30 September 2016 a total of 110 resource consents were processed to a decision, which is an increase of 30% on the same quarter in 2015 (85 resource consents), and up 7% from the previous quarter, (103 resource consents processed for 1 April to 30 June 2016 quarter). The consents issued during this period were as follows:

- Non-notified delegated authority 94
- Non-notified to hearing 9
- Limited Notified (no hearing) 2
- Limited Notified (to hearing) 3
- Publicly Notified (to hearing) 2
- Outline Plans 0

## Decision Processing Times

Of the 94 non-notified delegated authority decisions notified, 98% were processed within statutory time frames (down from 99% in the previous quarter). All of the non-notified applications that went to hearing were processed with statutory timeframes. All of the limited and fully notified applications were processed within statutory timeframes. Overall for this quarter 2 of 110 applications were not processed within statutory timeframes (these applications were overtime by 4-5 days), resulting in overall 98% compliance with the timeframes.

## Number of Applications Received, Processed and Public Enquiries

The number of applications received has been the highest for this quarter over the past five years (136 applications received) as outlined below:

1 July to 30 September quarter applications received

2011	85
2012	70
2013	84
2014	62
2015	97
2016	136

The number of applications processed to a decision has been the highest for this quarter over the past five years (110 applications received) as outlined below:

1 July to 30 September quarter applications processed to a decision

2011	77
2012	49
2013	73
2014	73
2015	83
2016	110

The planning team has answered more than 1355 public enquiries for this period (up from 820 in the previous quarter which is an 65% increase), this averages out to answering 20 enquires per day over the period. On average we received 25 enquires per day over this quarter.

## MFE National Monitoring System

The 2015/2016 report for the Ministry for the Environment National Monitoring System was due at the end of July. For the 2015/2016 year we processed 364/366 consents with statutory timeframes, being 99.5%. Only two were over time. This is a great improvement on the previous year (95% compliant), especially when the following factors are included for the period:

- Two new team members;
- Our consultant planner being on leave for a month;
- Being a team member down while seeking a replacement for two months;
- Being in systems thinking for three weeks; and
- Experiencing an increase in resource consent numbers, and very large increase in public enquiry numbers.

# Alcohol Licensing

This quarter has seen a significant spike in licensing activity with most aspects being more than double the normal quarterly report. This is largely due to recent changes in ownership of premises and an unusual increase in the number of new licences sought.

## District Licensing Committee

In the last quarter the District Licensing Committee sat to consider two applications:

- An off-licence application from Remarkable Wines Limited received an objection from a member of the public. The committee determined the objector did not have legal status of having a greater interest than the general public and therefore his objection was disallowed and the licence was approved.
- The hearing of the special licence application for the Omakau Trots which was adjourned on 27 June was reconvened. Initially the Police were concerned that by allowing a mix of on-site sales and BYO there would not be adequate measures in place to meet the object of the Act. As a result of discussions between the racing industry and the Police Commissioner, the opposition was subsequently withdrawn and the licence was approved as per the application.

## Alcohol licensing quarterly statistics report for 1/07/16 to 30/09/16

On-licence, off-licence and club licence applications received:

Application Type	Risk Category				
	Very Low \$368.00	Low \$609.50	Medium \$816.50	High \$1,025.50	Very High \$1,207.50
On-licence new	7	2			
On-licence variation					
On-licence renewal	3	4			
Off-licence new	5	1			
Off-licence variation					
Off-licence renewal	12	5			
Club licence new					
Club licence variation					
Club licence renewal					
<b>Total number</b>	<b>27</b>	<b>12</b>			

Annual fees received:

Application Type	Risk Category				
	Very Low \$161.00	Low \$391.00	Medium \$632.50	High \$1,035.00	Very High \$1,437.50
On-licence	13	20	2		
Off-licence	30	19	1		
Club licence	17	1			
<b>Total number</b>	<b>60</b>	<b>30</b>	<b>3</b>		

Manager's certificate applications received:

Manager's certificates - new (\$316.25)	13
Manager's certificates - renewal (\$316.25)	43
<b>Total number</b>	<b>56</b>

**Special licence applications received:**

	Class 1 (\$575.00)	Class 2 (\$207.00)	Class 3 (\$63.25)
Special licences	3	6	16

**Temporary authority applications received:**

Temporary authority orders	(\$296.70)	7
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## Environmental Health

The contract for the food premises inspection service with Invercargill City Council has been completed for this calendar year. Although we were satisfied with the service provided, we intend to bring this aspect of our work in-house. With the introduction of the Food Act 2014 impacting on this work, rearranging how this service is provided will give us the opportunity to manage the transition from one regime to the other in a structured manner.

The inspection of registered premises required for the 2016 calendar year are due to be completed by 31 August. By completing the bulk of this work ahead of schedule, we will be able to focus on those premises required to be transitioned into the Food Act regime by 31 March 2017. We currently have 67 of the required 110 premises converted to Food Control Plans.

To date we have registered two National Programme operators who have been verified by independent verifiers. As we have not received any feedback regarding the cost and efficiency of this arrangement, the option of Council going through the accreditation process to compete that work is still very much an unknown. We will review our options once we have a better idea of accreditation costs, market demand and potential income.

MAKE THIS A BETTER WORLD

Make this a better world for those that succeed us

# GOVERNANCE and corporate services

communications  
administration buildings accounting  
financial planning and reporting elected members' support  
customer service and administration rates information systems  
personnel



# Governance & Corporate Services

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. Within this activity we **facilitate and support Council and community boards**, ensure agendas are published and available to the public, and run local body elections every three years.

The corporate services activities **provide support across the organisation** that allows Council to function efficiently and effectively. It includes our accounting, financial planning and reporting, rating, policy, information systems, communications, and customer service and administration activities.

This activity contributes to the following community outcomes:



## Communications

During this quarter analysis and reporting on the results of the 2016 Residents' Survey was a key project. The results are available on Council's website at [www.codc.govt.nz/rpublications/survey](http://www.codc.govt.nz/rpublications/survey). The first mini-survey as part of the wider Customer Insights Programme was also completed – a phone survey of a sample of customers that had used Council's service request system.

We utilised new internal capacity in using the Survey Monkey tool to complete two online surveys on the Pioneer Park Junior Playground Upgrade and Manuherikia recycling options.

In August we set up a Project Updates section on our Council website. Within this the first two pages created were for the Big Fruit Reserve redevelopment and the Pioneer Park Junior Playground upgrade. We will look to include more pages to this projects section in coming months – particularly around some of our major infrastructure upgrade projects.

Another key focus for communications in this period was local government elections and using Council's communications channels to encourage people to get informed and vote. Central Otago was one of the top

districts in the country for voter returns with a final tally of 62% (up more than 10% on the 2013 elections).

The Communications Coordinator and Emergency Management Officer prepared content for the Central Otago section of an Otago Civil Defence Emergency Management Website – [www.otagocdem.govt.nz](http://www.otagocdem.govt.nz) – that went live mid-September. The Central Otago section within the Otago wide site replaces the content we previously had on the CODC site. The new Group website allows Otago territorial authorities to present a coherent and relevant approach to messaging, provide up-to-date and helpful information during an event, and a consistent approach to how we motivate and inform our communities. The front pages will provide region wide information but flow easily and simply into district pages, which will provide more detailed information relevant to that district. In the case of an event that affects the region or multiple districts within Otago the group site will allow us to distribute information more effectively and cohesively. It will also allow Public Information Management staff in neighbouring authorities to collaborate and support each other.



# Health and Safety

## Statistics this quarter

Public	2 near misses, 1 minor injury
Customers	12 minor/non injury
Staff	4 near misses, 4 minor/non injury,
Contractors	1 minor injury

## Initiatives

### Contractor Prequalification- SiteWise

As at 1 October we have 225 register contractors using SiteWise. Work continues to promote this requirement and contractor engagement has been positive. Training is being provided to small contractors and officers on 8 November 2016.

## Community Engagement

Health and Safety Officer spoke at the Volunteering Central meeting in to promote awareness of the Health and Safety at Work 2015 Act.

## Health and Wellbeing

Staff attended lunch time sessions held in Alexandra and Cromwell on the importance of protection from the sun, presented by the Cancer Society.

Thirty-eight staff members attended drop in sessions on using an automated external defibrillator (AED).

## Health & Safety Employee of the year

This award was presented to Nicola Rae at the September Health & Safety Committee meeting.

“Nicola is an outstanding example of workplace health and safety in motion. I know that Nicola has a well-developed understanding of WHS and her role in influencing her colleagues and contractors” (Leanne Mash CEO)

