

# CLUTHA DISTRICT COUNCIL

Notice is hereby given that a Meeting of the Regulatory and Community Committee will be held in the Council Chambers, 1 Rosebank Terrace, Balclutha on Thursday 18 July 2024 at the conclusion of the Infrastructure Strategy & Operations meeting.

Steve Hill  
**CHIEF EXECUTIVE OFFICER**

## Committee Members

Councillor Gaynor Finch (Chair)  
Councillor Kevin Barron  
Councillor Wayne Felts  
Councillor John Herbert  
Councillor Alison Ludemann  
Councillor Brent Mackie  
Councillor Dean McCrostie  
Councillor Bruce Vollweiler

Mayor Bryan Cadogan  
Councillor Dane Catherwood  
Councillor Bruce Graham  
Councillor Michele Kennedy  
Councillor Simon McAtamney  
Councillor Jock Martin  
Councillor Ken Payne

# REGULATORY & COMMUNITY COMMITTEE

## 18 July 2024

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### APOLOGIES

### DECLARATIONS OF INTEREST

*No declaration of interest at the time of printing this agenda*

### PUBLIC FORUM

### DEPUTATIONS

Item	Page #	Title
1.	3	<b>Community &amp; Facilities Update</b> <i>(For the Committee's Information)</i> Report providing details of the Community & Facilities team activities
2.	20	<b>Community Libraries &amp; Visitor Information Update Report</b> <i>(For the Committee's Information)</i> Report providing an overview of the Community Libraries and Visitor Information activities
3.	40	<b>Community Projects Update Report</b> <i>(For the Committee's Information)</i> Report providing an overview of progress on the community projects which are included in the nine <i>Our Place</i> community plans completed to date
4.	56	<b>Building &amp; Regulatory Update Report</b> <i>(For the Committee's Information)</i> Report providing an update on various matters in the Building and Regulatory area
5.	69	<b>Environmental Planning &amp; Compliance Update Report</b> <i>(For the Committee's Information)</i> Report providing an update on various matters in the Environmental Planning & Compliance area

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## Regulatory & Community Committee

### Item for INFORMATION

<b>Report</b>	Community & Facilities Update
<b>Meeting Date</b>	18 July 2024
<b>Item Number</b>	1
<b>Prepared By</b>	Kelly Gay – Head of Community & Facilities Operations
<b>File Reference</b>	898868

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#### REPORT SUMMARY

I am pleased to present this report on behalf of Community and Facilities Operation's Team. Mike Goldsmith's Community Project Update report is a separate item.

I draw your attention to:

- A very successful inaugural Matariki event.
- Balclutha pool has a planned shutdown from Monday 22<sup>nd</sup> July until 2<sup>nd</sup> September for maintenance.
- The district wide Driver's Licensing system is now in its pilot phase.
- A 270% increase in school engagement in Zero Waste
- The inclusion of Taylor Park in the Community Service element of this report, including an update on cabin sales.
- Uncertainly over funding for Waka Kotahi contract remains. Expecting an outcome in August.
- Question: Would the Council like to see outcomes from Community Board meetings in this report?

#### RECOMMENDATIONS

- 1. That the Regulatory & Community Committee receives the 'Community & Facilities Update' report dated 18 July 2024.**

### Community and Facilities Operations Teams' Summary Report

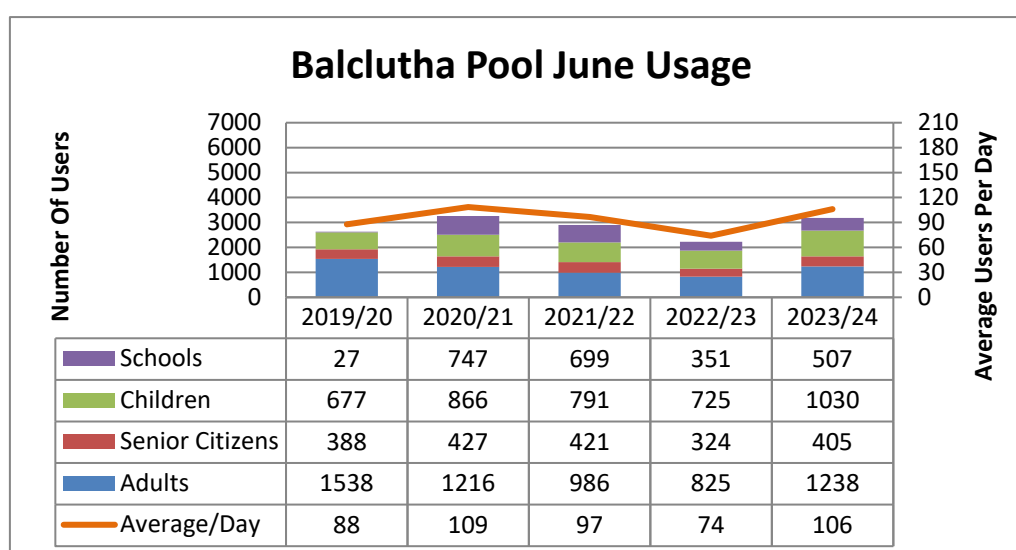
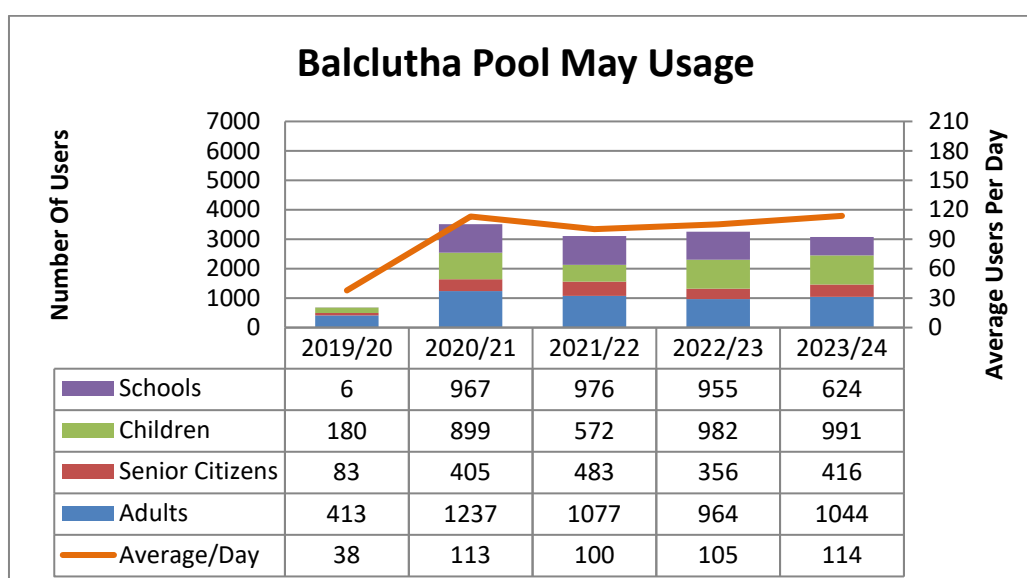
Aquatic Services	Community Services	Community Support and Development	Waste Education Officer	Road Safety Coordinator	Community & Facilities Administrator
<p><b>Visitor numbers</b></p> <p>Balclutha 120 averaged/day</p> <p><b>Safety</b></p> <p>Balclutha 3 First aid, 1 other</p> <p><b>Water quality assessment</b></p> <p>Balclutha 92%</p> <p><b>Unplanned closure</b></p> <p>Nil</p> <p><b>Staffing</b></p> <p>Adequate, and appointment of 2IC</p> <p><b>Pool safe audit (results)</b></p> <p>Full compliance</p>	<p><b>Occupancy</b></p> <p>98.9%</p> <p><b>Waiting list</b></p> <p>27 people</p> <p><b>Disruption to 'quiet enjoyment'</b></p> <p>No events</p> <p><b>Resolution KPI YTD</b></p> <p>99%</p> <p><b>Response KPI This Period</b></p> <p>100%</p> <p><b>Planned maintenance</b></p> <p>Bi-annual inspections underway</p>	<p><b>Youth Development Activity</b></p> <p>Staff illness and Difficulty engaging with school</p> <p><b>Youth Council</b></p> <p>All regional high schools represented and projects underway.</p> <p><b>Community Support</b></p> <p>1st annual Matariki event was a success</p> <p><b>Community connection and coordination</b></p> <p>8 engaged groups, 6 in a regular support mode</p>	<p><b>Enviro-schools</b></p> <p>Ahead of target 70% target achieved</p> <p><b>Zero waste schools</b></p> <p>School visit 270% of target</p> <p><b>Community education</b></p> <p>Internal education/reporting underway</p> <p><b>Impact</b></p> <p>Clutha Districts tertapak recycling was reported in LGNZ magazine Vol 61 July)</p>	<p><b>Managed Waka Kotahi contract</b></p> <p>All focus areas progressed</p>	<p><b>Grant and Funding Schemes</b></p> <p>Tuapeka County Bursary Trustees, 3 awarded, 12 applicants</p> <p>Creative Communities, closes 8<sup>th</sup> March 2024 application received</p> <p><b>Youth development fund, due to lack of applicants date extended to 22nd April</b></p>

<b>BHAG: New plan to increase visitor numbers/better service</b> Average users per month growing	<b>BHAG: Community housing future</b> Paper ready for workshop	<b>BHAG: The best Xmas parade ever</b> Planning underway	<b>BHAG: New areas of waste minimisation introduced and delivered</b> KG - Bike recycling in development	<b>BHAG: Better access to learner licensing for youth – in their region</b> Mobile testing centre pilot planned	
BHAG: Big Hairy Audacious Goal: <a href="https://www.investopedia.com/terms/b/big-hairy-audacious-goal-bhag.asp">https://www.investopedia.com/terms/b/big-hairy-audacious-goal-bhag.asp</a>					

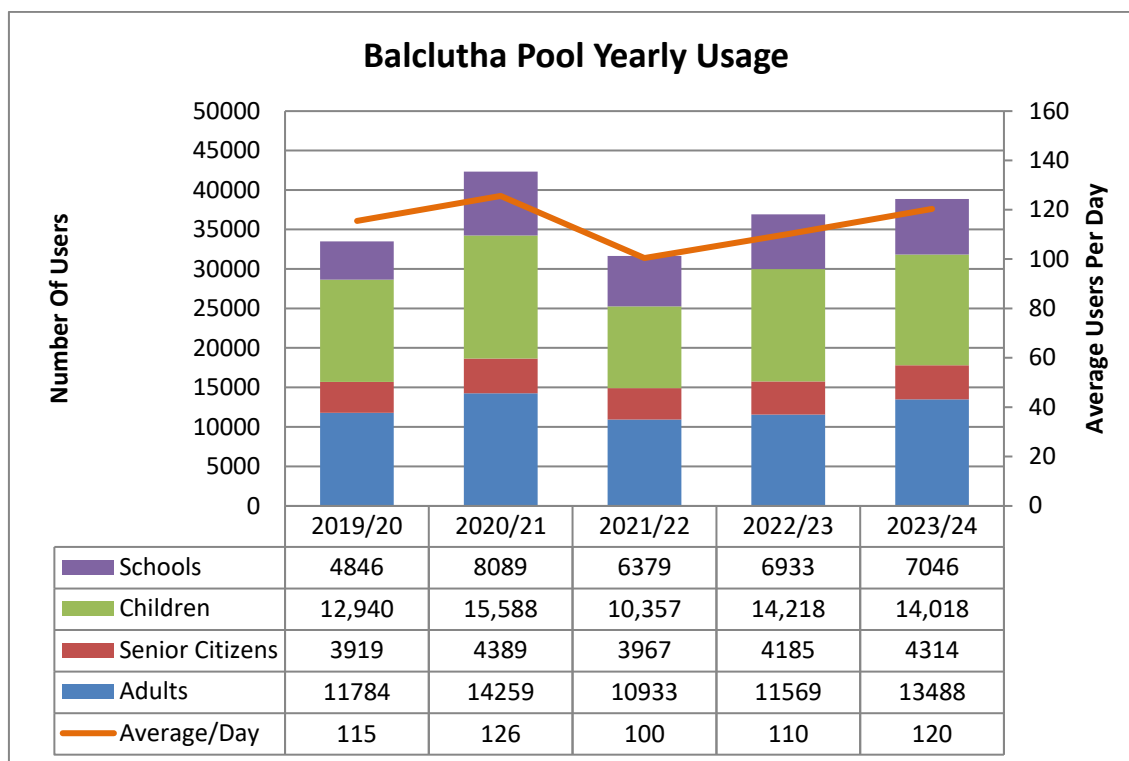
## 2. AQUATIC SERVICES

Swimming Pools – Holly Ramsay

### 2.1 Pool Usage

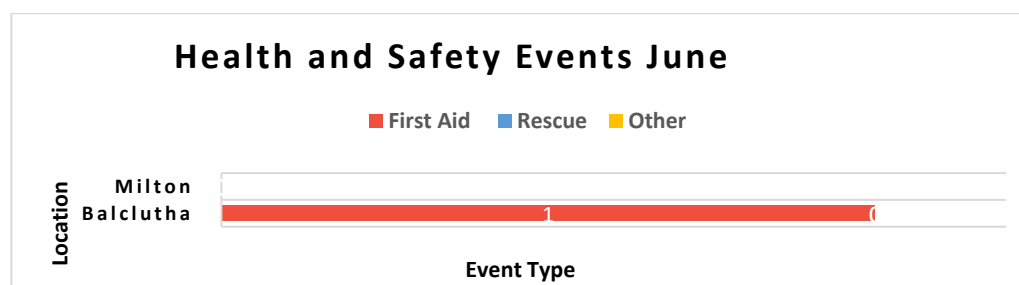
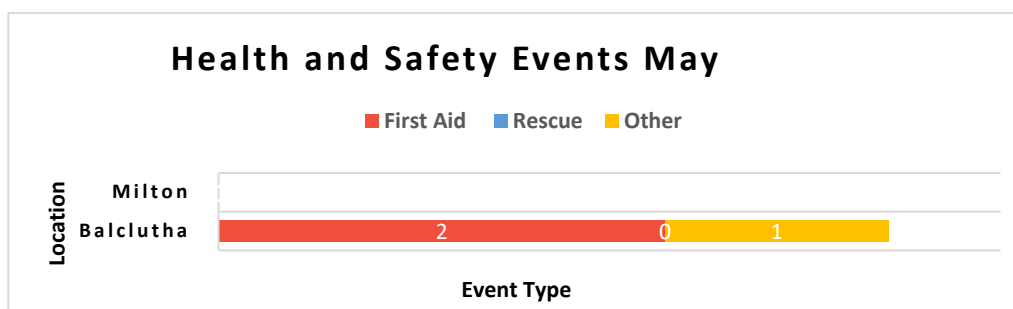


The above graphs show the total number of swimmers for the month broken down into age range of users in May and June 2024 alongside the average users per day for the month.



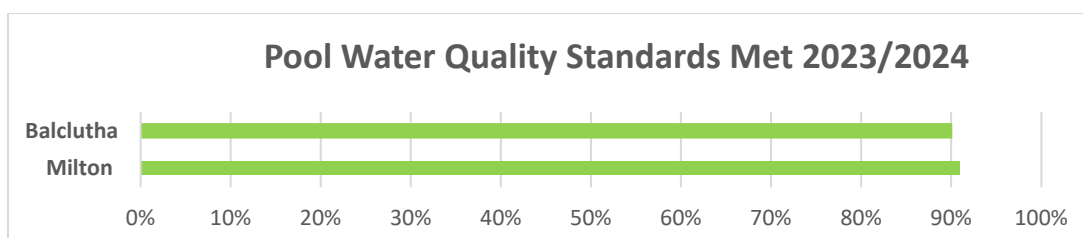
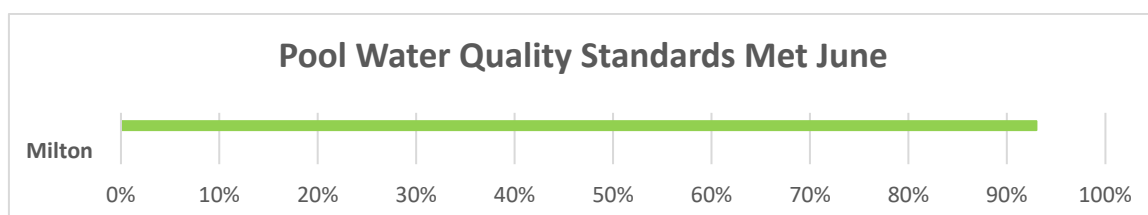
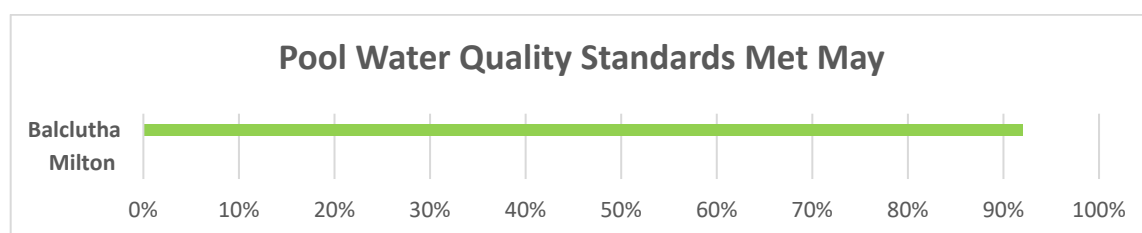
Our yearly usage is showing a solid and building performance against the previous five years with solid usage over all ages of swimmers and a good number of swimmers per day. We are now approaching the highest average/day rates previously achieved in 2020/21.

## 2.2 Health and safety



There continues to be a small number of slips and trips in the pools.

### 2.3 Water Quality



Water quality remains at 'excellent' levels in Balclutha, even given the strong average/day utilisation.

### 2.4 Staffing

Olivia Pirie has been appointed to the role of Senior Pool Lifeguard. This is partially a development role, and partially to act as 2IC to Holly as manager. This role will include elements of lifeguard but also extra responsibilities particularly in running shifts, staff training and escalation of issues arising on shifts. Congratulations to Olivia.

#### Staffing

Staffing Levels	Balclutha
Filled Positions	11
Unfilled Positions	2
Partially Qualified Lifeguards	0
Fully Qualified Lifeguards	18

While our meal break positions are not officially filled, they are being covered by our members of our casual team of lifeguards. These roles are currently being filled by members of our casual team of lifeguards.

## Balclutha Pool Annual Maintenance

The Balclutha Pool is closed from Monday 22<sup>nd</sup> July with a scheduled reopening of Monday 2<sup>nd</sup> September. This is a significant period of time but was important to maximise the opportunity of the empty pool for a number of maintenance items.

Currently the filtration system, and careful water management by staff, has maintaining excellent quality water for our swimming community.

This plant is now past its end of life and is expected to become increasingly difficult to keep running. To demonstrate the point, the old plant has perforated twice so far in 2024 leading to unexpected closures.

This year we are replacing our filtration system with a new one that is being made in Palmerston North. Commissioning the plant and building new operational procedures is expected in mid-August (see fig 1).

To replace this plant, the pool must be entirely emptied. To make use of this opportunity we will also replace all silicone joints, expansion joints and broken or clipped tiles in the pool. These deteriorate over time and are an essential part of both keeping the pool waterproofed and looking attractive.

The process of replacing sealants, expansion joints and tiles is expected to take the majority of the shutdown period.

A temporary firebox was installed earlier this year, and this needs to be permanently welded into position. This can only be done when the pool plant is completely shutdown.

The pool must then be refilled, and reheated. Given the volume of water, this will take over a week in total, but when completed this should significantly reduce the need for lengthy shutdowns for the medium term.



Figure 1: Part of new filter under manufacture.



### 3 COMMUNITY FACILITIES

#### 3.1 Community Housing

All the units are fully tenanted, except for one at Naish Park, this is currently being cleaned ready for a new tenant.

There has been some replacements of some assets in units that have come to the end of their life, namely a heatpump, an oven and some bathroom heaters.

General maintenance has been carried out in all locations, following the recent bi-annual inspections.

Our response rate Key Performance Indicator (KPI) for Community Housing reflects a 100% achievement rate for June, with a year-to-date average of 99%.

Area	Waitlist Numbers
Toshvale (Balclutha)	12
Naish Court (Balclutha)	10
Argyle (Balclutha)	9
Clinton	1
Kaitangata	5
Lawrence	1
Spenser St (Milton)	12
Elderlee St (Milton)	13
Owaka	1
Tapanui	1
Waihola	1
<b>Total application by site (some people apply for multiple location)</b>	66
<b>Total (actual people)</b>	27

#### 4.2 Taylor Park Camping Ground

This is a new section for this report.

A report has been prepared for Council to consider the future direction of the Taylor Park camping ground. This will be presented to a future meeting.

It is expected that camping ground utilisation data will be included in future reports to provide Council with visibility on operations.

#### 4.3 Cabins

The Council has previously taken the decision to sell the 4 cabins at Taylor Park.

A valuation of the cabins has been received (this has not been included as this remains commercially sensitive).

CDC put a package of cabin information together to seek proposals for sale/tender.

This package included full specification and drawings, consent information and an expressions of interest list for about 10 parties, including interest from local camping grounds. Subsequently, 3 proposals for the cabin sales been sought.

Selection of the three potential sales groups was based on their Milton based reputation and/or previous experience with CDC for property development. 2 proposals have been received.

Ray White has been selected to manage the sales/tender process. Marketing is expected to start shortly for a tender process lasting roughly 1 calendar month.

At the close of the tender process, final decision will be weighed against (1) proposed purchase price, and (2) considering demand from any local camping grounds.

## **5 WASTE MINIMISATION - Waste Education Officer**

The Zero Waste Education programme has now been delivered to the seventh school in the Clutha District for 2024 (70% of annual target). Lawrence Area School was the latest school to have the units taught and are in their second year of the programme. All students are really engaging with these units at their schools and changed behaviour and attitudes are being observed and carried out both at home and in the classrooms as a result. We are well on track to deliver Zero Waste Education to 10 schools for 2024.

Term 2 has been another a busy one for Clutha Enviroschools. More of the registered Enviroschools are reaching out more frequently to our Enviroschools Facilitator with an obvious increase in engagement of the programme and its Kaupapa. It is great to see the enthusiastic students taking pride and ownership of their schools and local communities, cleaning up where they can and viewing the world from with a more environmentally responsible lens. School engagements by our facilitator is up 270% year to date compared with last year.

Successful delivery of basic information on rubbish and recycling will soon be delivered by our Waste Education Officer to library staff. The goal will now be to roll out this education to all CDC staff and elected member to make sure we all have the same fact-based, clear, concise and consistent information when it comes to how our rubbish and recycling is processed and dealt with in our district. It is important we can deliver the same factual information to the public and ratepayers when asked questions on our processes and systems, and I hope to clarify this for waste management.

## **6 FUNDING SCHEMES**

### **2024 Telford Bursary**

The Community & Facilities Administrator submitted a report presenting ten applications for financial assistance from the Telford Bursary fund. The date for these applications to be heard will be held on Thursday 25 July 2024.

### Creative Communities Scheme

Creative Communities scheme funding applications closed on the 8 March 2024 and the panel held the meeting on the 26 June 2024, funding was allocated to the following groups;

- Lawrence Creative Arts
- West Otago Theatrical Society
- West Otago Christmas Trail

### Clutha Community Service Awards

Nominations have closed and the Clutha Community Service awards to celebrate community volunteers will be held on Thursday 11 July 2024 at Te Pou Ō Mata-au.

## 7 COMMUNITY SUPPORT & DEVELOPMENT

The Community Support & Development Advisor has been busy working with various groups and individuals since the last standing committee meeting, this report includes a status sheet with all groups currently working with Lilly– included is a report from Tess King, Southern Youth Development, Youth Worker.

### 7.1 Community Support Status Sheet

Group	Project	Support being provided	Current Issues/Barriers	Project Status
Clutha Agility Dog Training Society	Acquiring a training ground/container	Assisting the group with applying to external funders for a storage container, as well as acquiring the ground to do trainings on. Supported the group in submitting to the LTP.	Will start a 3-month trial on the ground directly in front of the Recreation Centre once they have obtained a container. Cannot progress until external funding is secured.	In progress
Taieri Mouth Amenities Society	Constitution	Updating of constitution in alignment with the Incorporated Societies Act 2022. Workshopped potential changes with the group, updates to be made prior to next committee meeting on 8 July.	N/A	In progress/near completion

YourCorps	Wanting to bring the YourCorps multiplayer video game programme back to Clutha and Milton	Assisting the group with applying to external funders	N/A	In progress
Puaka Matariki Iwikatea	First annual Matariki event in Balclutha at Te Pou Ō Matau Au	Supporting the group with the logistics of the event.  Now that the event is complete, will work with the group to help them obtain legal status.	N/A	In progress
Kaka Point Playground Committee	Upgrading the playground in Kaka Point	Assisting the group with applying to external funders, as well as supporting the group to get their own legal status.	Funding/fundraising	In progress
Balclutha Golf Club	Extending clubhouse deck	Assisting the club with applying to external funders.	Did not submit to the LTP due to early stage of this project the club was at – had not yet got quotes, plans etc	In progress
2024 Christmas Parade	Parade	Planning has begun for the 2024 Clutha District Christmas Parade to make it the biggest and best yet!	Funding – looking at applying to The Trusts Community Foundation, Otago Community Trust and COGs as well as obtaining larger corporate sponsors.	In progress
Long Term Plan Community Funding support	Letters/agreements/invoice templates	Support with various groups on LTP submissions.  Writing reports based on submissions for the decisions meeting on the 12/13 June.	N/A	In progress

		Now working on sending out letters/agreements based off the results of the decision meetings		
<b>On-going support:</b>				
<ul style="list-style-type: none"> <li>• Samoan Society</li> <li>• Clutha District Settlement Support</li> <li>• South Otago Mountain Bike Group</li> <li>• Clutha District Combined Museums Group</li> <li>• Grey Power</li> <li>• Clutha District Youth Council</li> </ul>				

## 7.2 Aspiring Leaders Forum

The Clutha District Council and Otago Community Trust are delighted to be sending two young people from the district aged between 18-24 to the Aspiring Leaders Forum in Wellington from the 29 August – 1 September 2024.

This forum is on faith and values that will bring together a diverse group of committed and courageous young leaders from across Aotearoa New Zealand. The forum is guided by facilitators and esteemed National leaders, selected young people will discuss leadership from a narrative point of view, throughout a carefully articulated and varied four-day programme.

Congratulations to CDC's very own Trey Willis-Croft and Clutha Budget Advisory Service's Jess Michelle, whom will be attending as delegates.

Further to this the Community Support & Development Advisor will also be attending this year's forum in the facilitator capacity. Lilly has been undergoing evening online training sessions over the last couple of months, last part of the training is on Saturday 6 July, where she will attend a full day online training. We believe Lilly going back to Aspiring Leaders is a great development opportunity and aligns with her role at CDC.



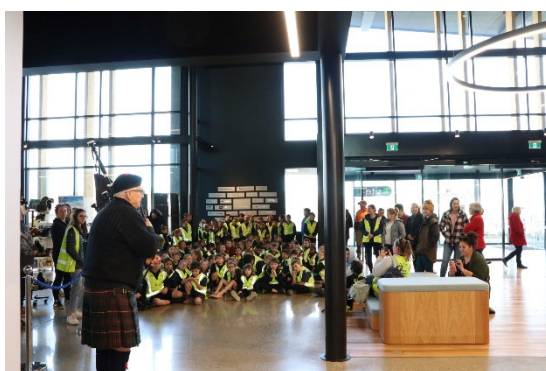
### 7.3 Puaka Matariki Iwikatea

On Thursday 27 June 2024 the first annual Matariki event in Balclutha (Puaka Matariki Iwikatea) took place at Te Pou o Mata-Au.

The event was jam-packed and very well attended, with performances throughout the day and night, market stalls in the Mata-Au Gallery, food trucks and Otago Museum with their interactive star dome. This event certainly brought all our South Otago Communities together.

“Ki te puāwai te ahurea, ka ora te iwi” (If the culture is thriving, the people are well).

The Community Support & Development Advisor will now be working with the group to obtain some form of legal status so they can open a bank account and apply for funding to support the longevity of this event.



## 7.4 Youth Council

The Clutha District Youth Council has been working hard on various different projects, these include Diversity Clutha, Culture & Acceptance of Alcohol, CACTUS Programme, Balclutha Bridge Park Disco/Social fundraiser.

On the 2 August 2024, Clutha Youth Council will be holding a year 7/8 disco (5.30-7pm) and year 9/10 social (7.30-9.30pm) at Te Pou O Mata-Au to raise funds to support Rotary with reinstating the flying fox at the Balclutha Bridge Park Playground. Event will be a gold coin donation, with glow sticks and food to purchase.

CLUTHA YOUTH COUNCIL PRESENTS

**it's time to Disco**

Dress up as your favourite movie character

"Glow Sticks"  
"Sausage Sizzle"  
"Fizz, lolly's and chips"  
"Prize for best dressed"

NEED A RIDE INTO CLUTHA AND HOME AGAIN?  
CONTACT [LILLY.PATERSON@CLUTHADC.GOV.T.NZ](mailto:lilly.paterson@cluthadc.govt.nz) TO ORGANISE BY  
TUESDAY 30 JULY 2024

YEAR 7/8 GOLD COIN ENTRY 5.30-7.00PM

2 AUGUST 2024 | TE POU O MATA-AU - CLUTHA DISTRICT WAR MEMORIAL & COMMUNITY CENTRE

CLUTHA YOUTH COUNCIL PRESENTS

**THROUGH THE DECADE'S**

YEAR 9/10 THEMED SOCIAL

"Gold Coin Entry"  
"Glow Sticks"  
"Sausage Sizzle"  
"Fizz, lolly's and chips"  
"Prize for best dressed"

Need a ride into Clutha and home again? Contact [lilly.paterson@cluthadc.govt.nz](mailto:lilly.paterson@cluthadc.govt.nz) to organise by Tuesday 30 July 2024

FRIDAY, AUGUST 2ND

AT TE POU O MATA-AU

7.30PM

As well as this the youth council are delighted to be sending Youth Councillors Nancy Antill and Paige King to attend the Festival for the Future conference in Wellington on the 17-19 July 2024.

## 7.5 Youth Worker Update - Tess King, Southern Youth Development

There has been significant illness affecting this work recently. The following table is a summary of the work the Youth Worker has undertaken in the last 6 weeks:

<b>Programme, mode of delivery and connection</b>	<b>Location, date, numbers – follow on notes</b>	<b>Objective description and progress – met/not met.</b>
Youth Council Workshops and Meetings	None in the last 6 weeks due to illness	<b>Objective Two - Community Involvement Programme for Youth</b>  <b>Objective Three – Encourage strong, positive, and enterprising communities.</b>
Youth Programmes being delivered: Small Groups Seasons for Growth Group Mentoring	Having difficulty keeping contact with schools as they aren't engaging with youth workers attempts at contact. New strategy being developed with Lilly to get the programmes into the community via the community libraries.	<b>Objective One - Mentoring and Role Modelling</b>  <b>Objective Two - Community Involvement Programme for Youth</b>
Individual Mentoring	Youth worker sees several students across South Otago High School, Tokomairiro High School and Catlins Area School for Individual Mentoring on a weekly basis. Some youth who are disengaged from school are also seen. Roughly 7-10hrs a week are dedicated to this programme as it is in high demand.	<b>Objective One - Mentoring and Role Modelling</b>

## 8.0 Road Safety Coordinator

<b>Project/Activity</b>	<b>Focus Area</b>	<b>Description</b>
<b>Ripple effect Project</b>	<b>Focus area 1: Increase the Safety of Young Drivers</b>	Rachel Harrision has been selected to present the project on behalf of Clutha District Council, CDC Road Safety and Youth Council at Australasian College of Road Safety Conference in October 2024.
<b>Southern Coordinators Quarterly Meeting</b>	<b>All Focus areas</b>	The quarterly meeting was held in Queenstown Lakes Council rooms in May. With local roading police, ACC, Plunket, and Waka Kotahi in attendance. We worked on collaboration ideas for upcoming events.



<b>Drive My Life – Vulnerable Drivers GLS</b>	<b>Focus area 6 The Community/Focus area 1 Increase the Safety of Young Drivers</b>	DML course for June was postponed in order to coincide with the mobile unit coming to Clutha. This is now on the 14/15 July. We have an online application form which has been distributed to all community libraries in form of a QR Code
<b>Safer Seniors</b>	<b>Focus area 3 – Older Drivers</b>	Coming up we have a mobility scooter course in October in the township of Milton and are getting the course sorted to hold the safer senior courses in our smaller communities. Times for these will be rolled out before the end of September.
<b>Driver Licensing – Schools</b>	<b>Focus area 1 - Increase the Safety of Young Drivers</b>	We have started the in-school learner licence program with Tokomairiro High School taking part. There are 15 students on the program, and they will be sitting their licence on 29 July at the Milton Community Library, with the Mobile unit, who changed the date from the 15 July. Working closely with Leanne Burgess (THS Gateway) the program is going very well. This group is our “test group” and we will be taking onboard their input and working to keep the program as useful as possible. Positive engagement from other high schools has been pleasing with them wanting to get started!
<b>Driver Licensing – Communities</b>	<b>Focus area 6 The Community/Focus area 1 Increase the Safety of Young Drivers</b>	This will be offered to ALL who need help with licensing and will be accessed through our community libraries. We will be using a variation on the in-school learning and are hoping to get this underway soon. Timing is still being worked out with scheduling being one of the tougher aspects of this as we are wanting to work in with the mobile unit, high schools, and Drive my Life.
<b>Motorcycle awareness Month</b>	<b>Focus area – Motorcyclists</b>	MAM (Motorcycle Awareness Month) is coming up in September. CDC Road Safety will be focusing on promoting Ride Forever courses and bike health for safe riding.
<b>RYDA programme</b>	<b>Focus area 1 - Increase the Safety of Young Drivers</b>	RYDA is coming to Clutha District next month. This is a safe driving full day workshop for high school students. Held at Telford Polytechnic I will be encouraging ALL high schools to come along to this amazing day. Presented by Road Safety Education, CDC supports the program through partial funding and helping at the event.
<b>Road Safety Week</b>	<b>All Focus areas</b>	Road Safety Week was very successful with plenty of coverage of the display at TPOMA, and the colouring competition for schools.
<b>Clued up Kids</b>	<b>FOCUS AREA 5 – Road Safety for Young People/children</b>	Clued up Kids July 24. Will be working with Balclutha Police to teach children about bike helmet safety.
<b>The Right Track – For recidivist offenders</b>	<b>FOCUS AREA 4 – Alcohol and Drugs</b> <b>Focus area 1 - Increase the Safety of Young Drivers</b>	The Right Track for May/June was completed with graduation held on the 2 July for all learners. The learners found the course to be amazing. The following is feedback from the last session from a learner and their support person:  <i>"I've been selfish when I drove drunk. I could have caused death or injury to others. I could have caused lifelong ripples that go on and on."</i>

		<p>"Without a doubt this session has the utmost effect on the learners. The confronting elements of all the things that happened and does happen when you make the wrong choices that he was a part of today, has a profound effect on him."</p> <p>Next course will be October. CDC Road Safety supports this course with partial funding and facilitation.</p>
Department of Corrections – Wellbeing Expo	Focus area 6 The Community	Safe Driving advice for shift workers, a talk at the expo for Corrections Officers, Case Managers, Health staff, Management, Administration staff, Probation Officers coming up soon.
Rail Safe Week	Focus area 6 The Community	Rail safe week is coming up with Steely Dan again being the marketing tool. We will help to promote safety around rail crossings by distribution of the promotional materials and social media

Steely Dan advertising - Rail Safe week



Blair from Stirling School - one of the winners from the colouring competition for Road safety week



*Road Safety Week at TPOMA*

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# Regulatory & Community Committee

## Item for INFORMATION

<b>Report</b>	Community Libraries and Visitor Information Update Report
<b>Meeting Date</b>	18 July 2024
<b>Item Number</b>	2
<b>Prepared By</b>	Debbie Duncan – Head of Libraries and Visitor Information
<b>File Reference</b>	901157

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### REPORT SUMMARY

This report provides an overview of the Community Libraries and Visitor Information for the year ended 30 June 2024.

### RECOMMENDATION

- 1. That the Regulatory & Community Committee receives the ‘Community Libraries and Visitor Information Update Report’ dated 18 July 2024.**

## 1 LIBRARIES and VISITOR INFORMATION

The district's libraries and isite have all had an extremely busy year!

The first part of this report relates to the district wide activities of our department, followed by examples from each facility team of growing community partnerships and occasions where staff have made a real difference within their communities.

With services and programmes that place people at the heart of all we do, staff at each facility have continued to provide welcoming and inclusive spaces that support community wellbeing.

For locals and out-of-town visitors alike, our teams provide valuable lifelines for people needing help to access information and services, to use digital technologies, engage in life-long learning opportunities, celebrate local heritage, enjoy social connectivity – or simply just to have a quiet warm corner to curl up with a good book.

A key feature for the libraries and isite during this past year has been supporting our communities to actively participate in local democratic processes. Our facilities have long provided access to Council's information, services and engagement processes. However, this was stepped up a notch for this year's Long-Term Plan (LTP).

In response to increased local interest and sadly, some fairly widespread misinformation, our department worked closely with the Policy and Communication teams to ensure our libraries and isite were able to make it as easy as possible for people to participate in the Long-Term Plan (LTP) consultation processes.








All facilities promoted the availability of the consultation documents and supporting information, and ensured staff were on hand to assist people with any questions or needing help to complete a submission.

Although some customers expressed concern with aspects of the draft LTP, most people very much appreciated how staff supported them to exercise their democratic right to participate and have input into the LTP consultation processes.

### 1.1 Twelve months to 30 June 2024, by the numbers:

With the exception of the visitor numbers below, which include the isite, all other data in the following table reflects the Clutha District Library network (the five community libraries combined).

Our fundamental approach to put people at the heart of all we do, is clearly reflected in the positive results below. With the exception of the manual recording of programme numbers and participants, all data is captured digitally to provide a robust level of reporting.

Activity	Numbers	% Change	Comments
Visitors	152,756	 21%	This level of increase has largely been driven by the isite and Balclutha Library.
Internet Sessions	34,858	 6%	This includes computer and Wi-Fi sessions.
Programmes	2,294	 22%	574 Children programmes, with 5,527 participants. 1,173 (includes 1,096 digital assistance) Adult programmes, with 4,224 participants.
Participants	10,610	 40%	
Book Issues	115,677	 2%	Includes both physical and digital.
Clutha Heritage Page Views	146,000	 110%	This level of increase reflects a growing level of local heritage being added to Clutha Heritage.
E-Resource Database Views	12,712	 610%	The Ancestry and Niche Academy (learning tutorials) databases have largely driven this increase.

## 1.2 VISITORS

The sizeable increases in Balclutha Library and the isite are largely due to Balclutha's increasing levels of community engagement and the isite's move to its new location in Te Pou Ō Mata-Au.

Please note that we suspect the decrease in visitors to the Milton Community Library is due to increasing numbers of people using the side entrance from the car park – which we think has been largely due to the Main St works. An additional digital door counter to capture use of the side door will have been installed at the time of this presentation.

ANNUAL VISITORS				
	FYTD 22-23	FYTD 23-24	+/-	% Variation
Balclutha	45,031	51,310	6,279	14%
iSite	21,988	41,871	19,883	90%
Lawrence	9,720	10,023	303	3%
Milton	15,259	14,289	-970	-6%
Owaka	18,939	19,371	432	2%
Tapanui	15,440	15,892	452	3%
<b>Total</b>	<b>126,377</b>	<b>152,756</b>	<b>26,379</b>	<b>21%</b>

### 1.3 ACTIVITIES

Access to libraries public computers and Wi-Fi continues to be fairly steady, although there has been a drop in use at Ōwaka. This appears to have occurred over recent months, but the reason is presently unclear as other Ōwaka stats remain positive.

INTERNET SESSIONS				
	FYTD 22-23	FYTD 23-24	+/-	% Variation
Balclutha	13,222	14,864	1,642	12%
Lawrence	2,520	2,559	39	2%
Milton	9,032	10,117	1,085	12%
Owaka	4,455	3,493	-962	-22%
Tapanui	3,767	3,825	58	2%
<b>Total</b>	<b>32,996</b>	<b>34,858</b>	<b>1,862</b>	<b>6%</b>

All community libraries have either directly delivered or worked with community partners to deliver a wide range of programmes that enhance the community wellbeing by:

- Providing:
  - Lifelong learning opportunities
  - Digital inclusion opportunities
  - Trusted information
  - Access to local heritage resources
- Enabling:
  - Active citizenship
  - Social inclusion
- Fostering:
  - The joy of reading – through the library’s online and physical collections and programmes

ANNUAL PROGRAMMES				
	FYTD 22-23	FYTD 23-24	+/-	% Variation
Balclutha Programmes	991	1,301	310	31%
Balclutha Participants	4,392	6,575	2,183	50%
Lawrence Programmes	232	325	93	40%
Lawrence Participants	535	659	124	23%
Milton Programmes	155	131	-24	-15%
Milton Participants	737	864	127	17%
Owaka Programmes	88	135	47	53%
Owaka Participants	473	764	291	62%
Tapanui Programmes	421	402	-19	-5%
Tapanui Participants	1,443	1,748	305	21%
<b>Total Programmes</b>	<b>1,887</b>	<b>2,294</b>	<b>407</b>	<b>22%</b>
<b>Total Participants</b>	<b>7,580</b>	<b>10,610</b>	<b>3,030</b>	<b>40%</b>

#### 1.4 CONTENT

The five community libraries collectively hold approx 50,000 physical items, including books, magazines, local newspapers and jigsaws. These are regularly updated and move around all of the libraries based upon local demand and customer interests.

Customers can also access a further 1,000,000+ digital items through the library's website <https://libraries.cluthadc.govt.nz/digital-library>.

All customers are able to reserve specific items from any library and people also have the ability to make suggestions for us to purchase particular material. Both of these systems are not only very popular with customers, but they also give us additional insight to help us ensure we're purchasing the sort of material that our communities want most.

This information along with the data we've been able to capture through our library management system has enabled us to create a new Content Development Policy (all libraries and other collection based facilities should have one). Our previous policy was many years out of date and the new one provides current information on how the library selects, acquires, processes, makes available, and deselects physical and digital material.

This operational policy not only provides guidance for staff involved in collection development and management, but is also a public document. A physical copy is available in each community library and a digital version is available via the libraries' website <https://libraries.cluthadc.govt.nz/library-information/policies>.

Overall borrowing figures for the 23/24 year remain relatively steady, but are a bit of a mixed bag when looked at from a branch perspective. The libraries' eBooks and e Audio Books are continuing their steady increase in popularity, and the large increase in Ōwaka's physical book issues can be attributed to the recent partnership and reading programme with the Ōwaka Area School.



ANNUAL BOOK ISSUES				
	FYTD 22-23	FYTD 23-24	+/-	% Variation
eBooks & eAudiobooks	13,510	19,462	5,952	44%
Balclutha	52,633	49,840	-2,793	-5%
Lawrence	9,963	9,630	-333	-3%
Milton	18,060	16,837	-1,223	-7%
Owaka	4,872	7,007	2,135	44%
Tapanui	14,054	12,901	-1,153	-8%
<b>Total</b>	<b>113,092</b>	<b>115,677</b>	<b>2,585</b>	<b>2%</b>

### 1.4.2 Top Reads for 23/24

Clutha's communities have many unique features, however when it comes to the most popular adult fiction genres, we're just the same as everyone else, with Romances topping our borrowing figures. Although often looked down upon by readers of other genres, an extract from a recent news article on "Stuff" <https://www.thepost.co.nz/nz-news/350330636/bonkers-heaving-exploding-rise-romance-novels>, states *Globally, the genre makes up more than a third of mass-market titles sold, research by Wordrated shows, and in the US sales of the genre rose 36% in 2022.*

*Mills & Boon, by the way, really does sell a book every 10 seconds.*

*Here in New Zealand figures show the "romance and sagas" category now represents 15% of adult fiction sales, up from 9% five years ago.*

However, a quick browse through the "Returned Today" books in any of our libraries will also show that Crime fiction in all guises comes a close second in popularity.

### Most Popular Adult Fiction:



Popular adult nonfiction is very much a reflection of the deep south and our largely rural population, with the top titles all having a local flavour.

#### Most Popular Adult Nonfiction:



Once again, Australian author Dav Pilkey reigns supreme with children loving both the 'chapter book' and graphic (comic book) editions of his titles. The library holds 117 physical and digital titles of Dav's books.

#### Most Popular Children's Fiction:



Although children increasingly use digital devices for their nonfiction reading, old classics are still favourites with many.

#### Most Popular Children's Nonfiction:



The reading and listening versatility of digital books is also reflected in the mix of genres rounding out the libraries' top reads for the year.

#### Most Popular e-Audio Books:



#### Most Popular E-Books:



#### 1.4.3 Clutha Heritage Highlights

The Clutha Heritage digital repository continues to grow through the efforts of our library team and community partnerships.

In partnership with the Waipori Goldfields Charitable Trust, there are now hundreds of photographs sharing the history of the Waipori Goldfields area. In response to this collection, our Community Heritage Coordinator took a phone call from a woman in the North Island who was delighted to have discovered her family members on the website. A community member requested that the



Warepa/Kaihiku school collection held by the South Otago Museum be digitised and shared on Clutha Heritage. The museum allowed our Community Heritage Coordinator to undertake

this work, resulting in the history of another two areas in our district being preserved and shared.

Local Balclutha photographer Jim Beeby continued to take great pleasure in documenting some more recent history to share on Clutha Heritage, while also making available more of his historic Balclutha photographs taken and collected over his lifetime.

This year, our wider libraries team have worked to upskill their heritage knowledge to better assist the public to access our libraries free heritage resources. This has resulted in both Milton and Lawrence staff teaching members of their communities to use the heritage 'DigiHub' equipment available in their libraries. While Tapanui staff have used their training time to add their area's history to Clutha Heritage. Our teams have also worked with the Community Heritage Coordinator to incorporate history into their school holidays programming. An example of this being the Big Balclutha Street Search which taught children the history behind Balclutha street names. One participating child was particularly excited to discover information regarding the ancestor for whom he had been named.

In the past year, Clutha Heritage page views have increased by 100% to 146,000. This indicates that as more content is added, more people are stumbling upon the website when trying to research subjects on our district. We know content has been used in books, community displays, and by general researchers.



Greater staff heritage knowledge and skills, combined with increasing community partnerships continues to grow Clutha Heritage, and we look forward to seeing engagement growth in the coming year.

Photograph 1: Bakery Flat, Waipori

Photograph 2: Geisha/Gus the Tapanui Library Cat from the 1990s. This photograph was hugely popular when shared on the West Otago Facebook page with many people having memories of the library cat who was well-known for getting too close to the heater, hence the patch of burnt fur as seen in the photograph.

## 1.5 2023/24 COMMUNITY LIBRARIES' HIGHLIGHTS

### 1.5.1 BALCLUTHA COMMUNITY LIBRARY

#### Growing Community Relationships:

Library programmes are becoming increasingly important to our community. Often developed from people's suggestions or in partnership with others, the library's programmes not only provide learning opportunities, but are often a vital opportunity to connect with others, thus assisting with reducing social isolation.

There has been a notable increase in the number of children attending the after-school sessions, with many staying on after the session has ended. Staff have built a strong and trusted relationships with many participants, and the children often seek out them out to catch up with them.



Digital inclusion support (including digital literacy and device support) continues to be in strong demand:

- The library is the only place in Balclutha where the public can access free digital devices (chromebooks and chromestations).
- Library staff issue Skinny JUMP modems to members of the community who would otherwise be excluded from digital access for varying reasons. We have heard first-hand that by having this modem, people were able to; obtain a job, connect with family and agencies, and children were able to complete their online schoolwork which hadn't previously been possible.
- People come to the library to seek help with their personal digital devices, often stressed and anxious. Staff take pride in seeing them leave happy and relaxed when their digital problem has been solved.
- Digital literacy support such as one-on-one sessions can range from but not limited to; teaching a person how to transfer their photos from their phone to their laptop through to Internet security. Library staff have seen a rise in people receiving scam and phishing emails and other malicious online threats, with some customers being caught up in these. Library staff will not only help the person deal with the current issue but will talk with them about what to look for in the future, to avoid this happening again.

The library has partnered up with, but not limited to:

- Age Concern – bringing their programmes into the library especially *Steady as You Go@*, an exercise class based on physiotherapy exercises. The Balclutha Hospital Rehabilitation staff have acknowledged how important this programme is and have been referring their clients.
- Samoan Society Clutha District and Literacy Aotearoa – holding classes to ensure participants pass the theory driving test for their New Zealand license.
- Competenz – providing a space for tutors and engineering apprentices to study.
- The library was an active participant of the Pacifica Health Expo, CDSS Cultural Feast; and also helped to organise Puaka Matariki Iwikatea.

### **Making a Difference:**

- Along with a warm and welcoming environment, staff have provided non-judgemental support to a non-NZ resident and ex-inmate; providing him with digital and information assistance to help him on the next stage of his life journey.
- Often library staff will immediately see the positive impact they have had on a person's life, but other times it's not so obvious:
  - An appreciative customer came in and thanked the library staff for all the help they had given him a couple of years ago. It had been a dark time for him, and staff had helped him through this troubled period of his life.
- The library is a haven for those in need especially as the recession deepens, with staff observing that more people are coming into the library for warmth and a place to stay where they feel safe.

The Balclutha Community Library team look forward to 2024/2025, to continue serving our communities, with a focus on making a positive impact in people's lives for the betterment of their wellbeing.

### **1.5.2 LAWRENCE COMMUNITY LIBRARY**

#### **Growing Community Relationships:**

Raising the Lawrence library's community profile has been a focus this past year:

- The introduction of an outreach programme of book exchanges to our local kindergarten and our rest home residents:
  - Both groups have been very receptive and enthusiastic about this ongoing monthly exchange, which keeps the oldest and youngest readers of our community in touch with and using what the library has to offer. It fosters closer ties between library staff and those involved in these two distinct parts of our community; with regular visits to the library from the kindergarten planned for the Spring and early Summer.
- Efforts have been made to ensure anything happening at the library, such as our new Wise Owls programme, school holiday activities, information nights and Heritage Hub tutorial evenings are promoted well ahead of time via several local sources including social media, noticeboards, and the local newsletter.
- Additionally, we promote the multitude of what we have on each week through the Tuapeka Times and social media; and have found engagement with our library has increased and broadened markedly.



### **Making a Difference:**

Our 'Tuesday Tech' days are another success. People needing help with various forms of digital platforms can book dedicated time on Tuesdays to be helped to learn more about, or problem solve their device or programme/application.

This has led to a local woman feeling confident enough to make her first-ever online purchases; and to research a holiday online with staff help.

It's a great feeling to know someone's engagement in the world has deepened through the digital assistance we're able to provide – after all, this is one of the basic tenets of a public library: to ensure digital inclusion for people.

### 1.2.3 MILTON COMMUNITY LIBRARY

#### **Growing Community Relationships:**

The goal of our library being a 'welcoming and inclusive space with the customer at the centre of everything we do' is always in mind as we offer our services and create programmes that support life-long learning and social connection.

School holidays are a wonderful opportunity to provide a variety of fun activities and the Connect 4 tournament held in April saw the library full of excited and competitive children. This wasn't just the usual seated game, but also included some creative physical challenges. Some children who usually are here to use computers to play games, became fully engaged with the activity, or cheered as they watched friends participate. After several rounds a final was held, and a champion decided.

The Toddler Time sessions have enjoyed renewed popularity over the past few months. A new group of mums and their little ones have been enjoying a beautiful time of song, dance, rhyme and activities. The connections and new friendships (for children and their caregivers) made here are so valuable, especially for those new to the district.

We have introduced a monthly Storytime with a different local person reading each time. This has been very popular, with groups from the local Kindergarten and the Early Learning Centre attending, as well as parents and their children. Readers have included a local policeman and an Animal Control Officer with her little dog.



### **Making a Difference:**

Being able to ‘make a difference’ is what library staff love. We have had the privilege of assisting many customers with a wide variety of tasks using devices and accessing information online:

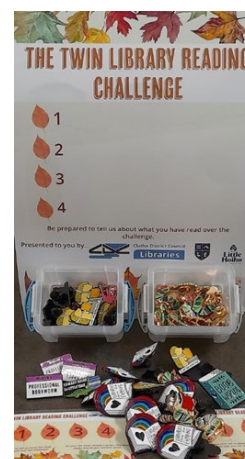
- An older man who moved to the area from Auckland after suffering a stroke, was given assistance regularly over several months. Staff were able to assist him with using a computer, help with emailing, and connect him with someone locally who gave him a job. After giving him information about the ‘Drive My Life’ programme, we were able to connect him with the CDC Road Safety Officer and he was enrolled in the course. The huge smile on his face, and the growing confidence we witnessed after he completed the course and regained his driver’s licence was a huge reward for all of us!
- An elderly lady who was struggling to use her mobile phone to stay connected with her family who all lived out of the area, was given regular sessions to build her skill and confidence. She knows she can come back in or phone us for further assistance at any time.

### **1.2.4 ŌWAKA COMMUNITY LIBRARY**

#### **Growing Community Relationships:**

The library’s focus on building and strengthening community relationships has been a real highlight of the year. Of special note is the:

- Partnership with Age Concern to deliver the “Wise Owls” information and general discussion sessions.
- Collaboration with the Catlins Area School to develop a joint reading challenge for local children, using the resources from both the school and community libraries.
- Great ongoing operational relationship between the museum director and library staff, which is resulting in more collaborative programmes.



#### **Making a Difference:**

There is a local motel owner who was struggling to use her computer - we have helped teach her (over a period of time) how to access information that connects her with her son (overseas) and local community amenities such as a lawyer and accountant. She always leaves with a skip in her step and is very thankful.

A recent new community member (in his 70’s), who was quite removed and distrustful of people has started working with us to find more information about his family. Together we have traced his grandparents and great grandparents. He is now attending the Wise Owl meetings monthly and taking books out of the library. He has started to engage with local people and told me he feels much more a part of the community. We have also been helping him navigate the paperwork world of our health system - he is quite unwell and doesn't always understand the information that they require of him.



Recent great feedback on Google:

## Owaka Community Library

10 Campbell St, Owaka

 Write a review

5.0  6 reviews 

Sort by

Most relevant

Newest

Highest

Lowest



**Jo Waddell**

3 reviews · 15 photos

 a week ago

NEW

I arrived in the lovely town of Owaka with all my tech needing charging and was welcomed and shown a comfy chair in the quiet library with power points, a shelf for my cuppa and free wifi and so that I could plan my days. Steph was so helpful and pointed me in the right direction to park my van for a nap, and was a wealth of knowledge about the area and surrounds.

 Like

### 1.2.5 TAPANUI COMMUNITY LIBRARY

#### Growing Community Relationships:

##### ‘Art Lessons with Mrs C.’

The Tapanui Community Library collaborated with Vicki Crawford, local art teacher, for six 1-hour art lessons for school aged children, as part of our April school holiday programme. The library team worked with Vicki to design the various activities and promoted the programme throughout the area. Over the 2 weeks 45 children, ranging from 5 to 13 years, attended one of the three sessions where they designed an amazing “zentangle” artwork using sharpie pens and paint dabbers. They then created 3 small and completely different art works using different techniques and materials. It was great to see some of our regular library users in the classes, but it was really satisfying to meet some new families who had seen the lessons advertised.

Vicki is an enthusiastic and talented teacher with the ability to keep all her students engaged and enthralled throughout all the classes. It was a hugely successful programme which we look forward to working with her in the next school holidays.

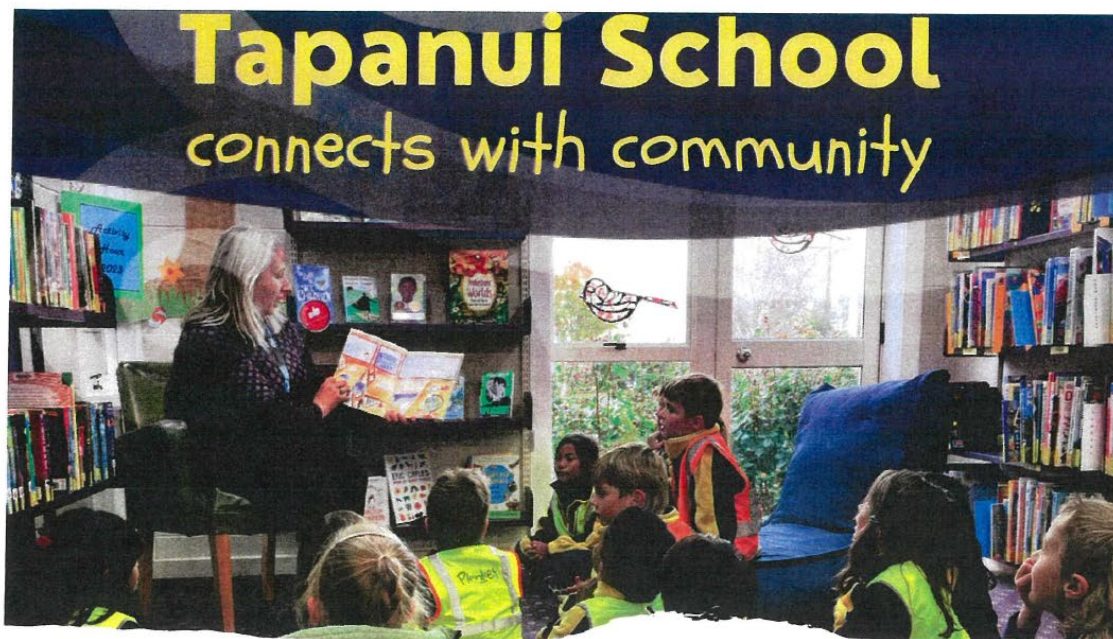


The local **Tapanui Playground Fundraising Committee** continue to meet at the library on a regular basis. A display was set up encouraging the community to get involved and provide feedback for ideas to upgrade the playground; it was great to engage in some conversations about it. We especially enjoyed finding out what the local kids would like to see happen in this space.

The **West Otago Rose Society** held an autumn garden show in the local church hall in March and invited entries from the community for all manner of garden produce and flowers. The Tapanui Community Library entered their after-school **Kids' Activity Hour Group** in the "Collection of Mounted Weeds" section. The group spent time collecting various weeds from the surrounding area and identified them using books, some local knowledge, and a very useful online app. The children then labelled and mounted them on a board ready for judging day on March 16<sup>th</sup>. It was very exciting to announce to the group, the following Wednesday, that they had won 1<sup>st</sup> place!!



A recent Tapanui School Newsletter with our Team Leader Melissa, illustrating the importance of community relationships:



We've been getting out and about in our community over the last few weeks identifying what contributes to our community. In the process we've been learning about road safety so we can move around our community safely.

We are super grateful for the team at the Tapanui library who have welcomed us while our own library is undergoing renovations. We have learnt about what they do for our community.

We have been supporting the West Otago Theatrical Society with their show of Mary Poppins this year through the kite making competition and opening our space up for them to use for their 'magical' preparations.



We are doing surveys and interviewing our community about what they really value about Tapanui and what we as young citizens of our community can do to contribute to it.

Here are some of our wonderful Tapanui citizens working together to complete a collaborative fun run at the conclusion of our school Cross Country event last Friday. So much encouragement, support, engagement and thoughtfulness.



**THINKING OF ENROLLING IN 2024? CONTACT US TODAY**

☎ (03) 204 8614
📧 <https://www.tapanui.school.nz/>
📍 Sussex Street, Tapanui

**OUR VISION: TO GROW CONFIDENT, CONNECTED, ACTIVELY INVOLVED, LIFE LONG LEARNERS**

### Making a difference:

Every day people walk through our Library doors for a variety of different reasons. Often, they are looking to find a library book or are attending a Library programme. Perhaps they need some help with a Council service or are just passing by and decide to pop in to see what we have on offer:

- Sometimes, because we know our customers, we are aware that they are facing hardships in their lives and when they phone up or walk in, we know we need to respond with special care and respect. One such example recently was when our community lost a much-loved local pre-school teacher suddenly and tragically. We knew that the staff and students at Kidzway were suffering terribly with their loss, so we offered them a place to come with the children away from their usual surrounds.
- An elderly resident called to report that she had a wasp nest in the roof of her house. She was quite distressed as she'd not been able to find anyone to help her. After a few phone calls we were able to put her in touch with a business that could assist. She was very grateful for our help.
- More often than not, we don't know what a person may be going through when they visit the library. We have several elderly customers who enjoy coming in for a chat and a catch-up. We know that our friendly conversations can make a big difference in their lives. Sometimes we might be the only person they have talked to all day. We try to help these folks feel connected to their community and it's a role that we take very seriously.

## 2. VISITOR INFORMATION

It's great to see visitor numbers continue to grow post covid, with sizeable increases of international tourists visiting the iSite and Lawrence Information Centre.

	Origin	FYTD 2023	FYTD 2024	+/-	% Variation
isite	<i>Domestic</i>	9,321	11,922	2,601	28%
	<i>International</i>	3,039	5,524	2,485	82%
Lawrence IC	<i>Domestic</i>	6,305	8,246	1,941	31%
	<i>International</i>	829	3,564	2,735	330%
Milton IC	<i>Domestic</i>	1,497	1,321	-176	-12%
	<i>International</i>	176	254	78	44%
Owaka	<i>Domestic</i>	14,895	16,620	1,725	12%
	<i>International</i>	1,849	1,587	-262	-14%
Tapanui	<i>Domestic</i>	119	77	-42	-35%
	<i>International</i>	39	17	-22	-56%
<b>Total</b>	<b><i>Domestic</i></b>	<b>32,369</b>	<b>38,192</b>	<b>5,823</b>	<b>18%</b>
	<b><i>International</i></b>	<b>5,963</b>	<b>10,948</b>	<b>4,985</b>	<b>84%</b>

## 2.1 CLUTHA ISITE

### Community relationships:

The isite's relocation to Te Pou Ō Mata-Au, Clutha District War Memorial & Community Centre (TPŌMA), alongside the installation of isite NZ's distinction new branding has provided a new and refreshed focal point for the delivery of the isite's many services.

The isite also provides a welcoming point of entry for visitors to TPŌMA. What an exciting time we've had, getting to offer several guided tours a day to both locals and visitors to the new facility – of particular interest is the new Auditorium which replaces the former Balclutha War Memorial Hall space.

After many years of working alone in our facilities, our team are finding great pleasure in working alongside other TPŌMA tenants i.e. Whānau Manaaki (Kindergarten Assn), Plunket, Riviera Cinema & Clutha Development.

We also have a close collaborative relationship with the TPŌMA facility team, with the isite Team Leader providing representation at the regular meetings of the tenants and health & safety groups.

### Making a difference:

The isite team have a mission "to exceed customer expectations." Although staff are realistic to know that this isn't always possible, it's extremely rewarding to receive feedback when this has happened.

Staff have assisted numerous ratepayers with their rate rebate applications, the majority of them elderly. One lady recently also brought her Dunedin based friend to the isite to apply for her rebate to ensure she'd get great service.

Itinerary planning and recommendations, along with accommodation and transport bookings for local and New Zealand wide attractions are a large part of the isite team's visitor experience work – so it was extremely rewarding to recently receive the following Google Reviews.



**Clark Boswell**

2 reviews • 0 photos

★★★★★ 5 days ago

I was trying to organise a school camp and the staff at this place were extraordinary. They were able to answer all of my questions and put me in touch with somebody who could help. All from me leaving a phone message!



**Clutha i-SITE Visitor Information Centre**

Owner



JK

Local Guide · 201 reviews · 348 photos

★★★★★ 3 months ago

This is an astonishing visitor center, exuding a modern charm with its clean, minimalist design. Upon entering, you're greeted with bright lighting and spaciousness, creating a comfortable ambiance. The staff's warm service adds a touch of warmth and friendliness to the place. Whether you're a newcomer or a regular, this magnificent visitor center always welcomes every visitor with its excellent quality and professional demeanor, making it a place you'll want to return to again and again.

## 2.2 CATLINS INFORMATION CENTRE

This year the Catlins Information Centre has continued to experience a steady flow of visitors wanting to explore all that this stunning area has to offer.

### Community relationships:

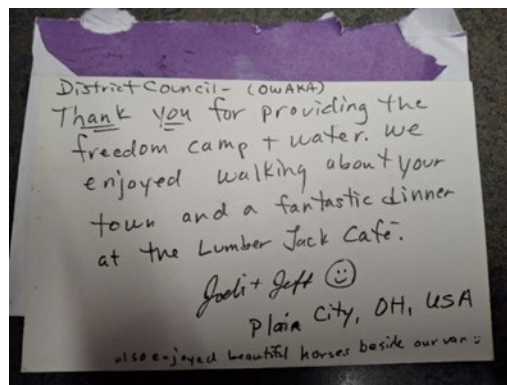
An important feature of the Catlins visitor information work is keeping up date with local providers and businesses. As the climate (including tidal conditions) and tourist numbers are subject to change at any given time, staff spend a high proportion of time maintaining contact with local businesses and organisations. This is not only to obtain accurate information, but the regular contact also enables the development of positive community relationships – which are especially useful if staff are trying to secure accommodation or other services, often at very short notice!

The great partnership we have with the Catlins Historical Society (CHS) and especially the Ōwaka Museum Director provides huge benefits for the local community and visitors alike.

For both council staff and CHS volunteers, a highlight of the year was welcoming over 4,000 visitors to the facility during January and February, with Ōwaka Museum entries at 817 for January alone. This was higher than pre-covid levels.

### Making a difference:

The adjacent image is a thank you card we received recently from Jodi & Jeff, Plain City, Ohio, USA.



Providing a warm, digitally connected, safe and welcoming environment continues to make a huge difference, not only for locals, but also the many itinerant travelers who choose to wander and explore the Catlins. Often these people may have underestimated the size of the Catlins and its lack of digital connectivity, so the information centre can be an oasis for them.

## 2.3 LAWRENCE INFORMATION CENTRE

The launch of Gabriel's Gully Storymapp has provided a compelling reason for visitors to stay awhile. This new product and related press have directly impacted visitor numbers. Staff are receiving great customer feedback from locals and visitors who have enjoyed the Gabriel's Gully Storymapp, with multiple visitors remarking that they travelled to Lawrence specifically for this experience after hearing about it on Radio NZ.

**Community relationships:**

This year staff have noticed an increase in positive feedback from returning domestic visitors, citing improvements to our visitor services and Lawrence. One aspect of this is the additional effort the information team continue to put into building and maintain community relationships to ensure that visitor info is up to date, and we are seen as a growing, vibrant rural community with plenty to offer travellers.

**Making a difference:**

How our service made a difference in our community:

Staff love sharing why the Clutha District is an attractive place to live, work, and play, making us the first stop for prospective residents. Once a home is purchased, new residents often return to share their good news and to get information on local amenities.

We collaborate with Tuapeka businesses, connecting them to visitors and increasing the length of visitor stays. Our in-person services, tourism website Lawrence.nz, and destination social media pages result in positive experiences for both the community and visitors.

**2.4 MILTON INFORMATION CENTRE**

The cycle trail continues to be well used, and local cafes are benefiting from the visitors.

Saturday opening at the Information Centre has now ceased for winter.



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## Regulatory & Community Committee

### Item for INFORMATION / DECISION

<b>Report</b>	Community Projects Update Report
<b>Meeting Date</b>	18 July 2024
<b>Item Number</b>	3
<b>Prepared By</b>	Mike Goldsmith – Project Manager, Community Plan Implementation
<b>File Reference</b>	901155

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#### REPORT SUMMARY

This report provides a high-level overview of progress on the community projects which are included in the ten *Our Place* community plans. An example of the leverage (or impact) that can be achieved through the implementation of community plan projects is shown in section 3 below. A decision on a request from the West Otago Community Board on redirection of funds is also asked for.

#### RECOMMENDATION

1. That the Regulatory & Community Committee receives the ‘Community Projects Update’ report dated 18 July 2024.
2. That the Regulatory & Community Committee does / does not confirm that the remaining \$10,000 previously allocated to improvements at Whiskey Gully is redirected to be used for other community plan projects in the West Otago Ward;

OR

3. That the Regulatory & Community Committee confirms that the remaining \$10,000 previously allocated to improvements at Whiskey Gully is returned to the investment fund surplus.



## REPORT

### 1 Activities since last meeting

Date	Person / Group	Reason
5 June	Tapanui playground group	Project management meeting
5 June	Clinton Community Group	Triangle playground project – confirm layout details
12-14 June	Council	Present items for LTP Decisions Meeting
18 June	Clinton Community Group	Triangle playground project – confirm layout details
19 June	CDC accounts team	Confirm community plan KPI's for LTP
20 June	Greenspace supervisor	Pounaweia playground upgrade
24 June	CE / Deputy CE	Vehicles on Beaches bylaw
1 July	Milton Area Promotions	Milton Dog Park – site visit and initial discussion
1 July	Community Facilities & Clutha Development	Thank you event for community project leaders
3 July	Tapanui playground group	Project management meeting
4 July	Community Boards	Attend West Otago and Lawrence-Tuapeka Community Board meetings
8 July	Taieri Mouth Amenities Society	Update on the <i>Our Place Taieri Mouth Community Plan</i>
9 July	Rex Robson	Horse grazing on road reserve, Kaitangata
15 July	Milton Area Promotions	Milton Dog Park – project initiation meeting

### 2 Progress on community plan projects

The report provides a summary of recent progress and current any barriers for the projects listed in these plans. The tables below provide detail on funds allocated by Council, how much of this has been spent, and whether projects are complete, inactive, or still in progress.

It is noted that large infrastructure projects are reported on separately and some community plan projects were completed several years ago. However, the intent of this report is to bring together information about all the projects identified in each plan, so that overall progress towards community ambitions can be gauged.

The tables below show that Council has allocated approximately \$58M towards projects which align with community ambitions identified through the *Our Place* community plans. Of this, approximately \$24M has been spent to date.

Council is aware of an additional \$26M of external funding that has been raised from other sources including central government, lotteries and trust funding, and local fundraising. This information is still being collated, and it is likely that the amount of external funding is higher than this. This figure does not include volunteer hours spent on projects, or donated materials etc.

The tables below have been updated to show the number of projects completed, and a summary is shown in Figure 1. It is noted that the percent complete will change over time, as community plan project are completed, or new activities are identified and added to the list.

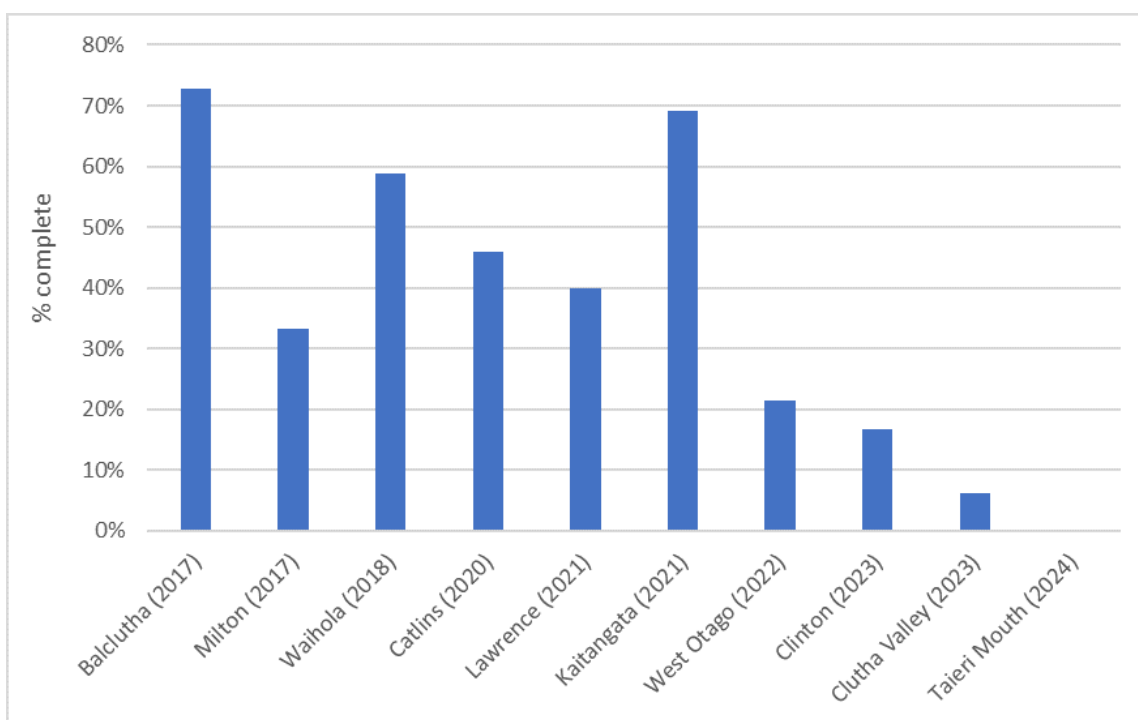


Figure 1 The percentage of community plan projects completed to date. The year that each plan was completed is also shown.

### 3 Whiskey Gully project funding

At its last meeting, the West Otago Community Board (WOCB) requested that Council funding previously allocated to a community plan project at Whiskey Gully be redirected elsewhere. The following provides a summary of relevant activity and decisions by Council and the WOCB.

1. **Council, Annual Plan Decisions, 2022/23:** Approved \$30,000 towards Whiskey Gully improvements as part of the development of the *Our Place West Otago Community Plan*.
2. **Council meeting, 15 September 2022:** Adopted the West Otago Community Plan with a scope of work as follows: "Provide for amenity improvements and pest eradication at Whiskey Gully Reserve to enhance its environmental and amenity value."
3. **Community, April 2024:** Improvements undertaken at Whiskey Gully as a Community Plan project. Total cost \$1,850.
4. **WOCB meeting, 22 May 2022:** Requested that \$18,150 of the funds allocated to Whiskey Gully be redirected for use at other reserves within West Otago, and that \$10,000 be left for improvements in Whiskey Gully.
5. **Council, LTP Decisions, 2024/34:** Agreed to the WOCB request to redirect \$18,150 towards community plan projects at other West Otago reserves.
6. **WOCB meeting, 3 July 2024:** Requested that Council remove the remaining \$10,000 from the Whiskey Gully project and use it for other Community Plan projects within West Otago.

An alternative option for consideration is to return the \$10,000 from the Whiskey Gully project to Council's investment fund surplus, to be reallocated at a later date.

**Recommendations:**

- i. That the Regulatory & Community Committee does / does not confirm that the remaining \$10,000 previously allocated to improvements at Whiskey Gully is redirected to be used for other community plan projects in the West Otago Ward, OR***
- ii. That the Regulatory & Community Committee confirms that the remaining \$10,000 previously allocated to improvements at Whiskey Gully is returned to the investment fund surplus.***

**4 Case study –Triangle Reserve and Clinton Playground (Clinton)**

The following case study shows the leverage (or impact) that can be achieved through the implementation of community plan projects which are supported by Council.

*Project overview:*

The Clinton Community Group is currently leading a project to upgrade the Clinton Triangle Reserve, including the public toilets, playground and other amenities. Work has been undertaken to upgrade the toilets including graphic designs on the doors, a mural, and stronger latches. The next stage will be a major upgrade of the playground which will take place in spring. The existing playground is shown on Figure 2, and the two pieces of equipment to be added are shown in Figure 3. The design for the playground upgrade is shown in Figure 4.

*Project funding*

Through the 2023/24 Annual Plan, Council allocated \$50,000 for improving community facilities and reserves in the Clinton Ward as part of the *Our Place Clinton Community Plan*, and an additional \$20,000 was approved in 2024/25. Council's financial contribution to the Triangle Reserve project to date is approximately \$40,000 and includes *Our Place* funding and the use of other existing budgets. The community has raised \$25,000 to date and has pledged another \$15-\$20,000 in time and donated services. Council staff are providing administrative and technical support, while the community will install the equipment.

*Benefits*

The benefits of this project align with the objectives of the *Living and Working in Clutha Strategy* and include:

- An enhanced destination with a wider range of activities for Clinton residents and for travellers on SH1.
- Increased use of the Triangle Reserve.
- Increased capacity within the Clinton Community Group, who now have a good relationship and engage regularly with Council. The group is also working to complete other projects on Council land, and to raise funds for other community facilities.



Figure 2 The existing Clinton playground



Figure 3 New equipment for Clinton playground: 'Mouse house' (left) and 'Monkey pole' (right)



Figure 4 Design plans for the Clinton playground upgrade. Blue & green lines are water pipes.

*Acronyms used in the tables below:*

BOF– Better Off Fund (Government)  
 CBS – Clutha Beautification Society  
 C.Dev – Clutha Development  
 CF – Clutha Foundation  
 MBIE – Ministry of Business Innovation and  
 Employment  
 OCT – Otago Community Trust  
 OGF – Owaka Going Forward  
 ORC – Otago Regional Council  
 SLS NZ – Surf Life Saving NZ  
 TBC – To Be Confirmed  
 TIF – Tourism Infrastructure Fund  
 TTCF – The Trust Community Foundation  
 TWO – Tapanui West Otago Promotions

**Project status sheet – Balclutha (2017)**

Project	Lead organisation	Current issues or barriers	○ Progress made ○ Direction required ○ General comments	Council funding			External funding		Scope confirmed	Project completed	
				Previous funding	2024-34 LTP	Spent to date	Source	Amount			
<b>Balclutha Memorial Hall:</b> <ul style="list-style-type: none"> <li>Te Pou o Mata Au</li> <li>Streetscape works</li> </ul>	Clutha Community Hub Charitable Trust		Opened Aug. 2023	\$10,000,000		\$10,000,000	MBIE	\$10,000,000	Yes	Yes - 2023	
			To be completed		\$394,000		BOF	\$1,300,000	Yes	No	
<b>Walking and Cycling</b> <ul style="list-style-type: none"> <li>Down hill MTB trail</li> <li>Floodbank trail</li> </ul>	Clutha MTB Club		Bike park up & running, seven trails completed.	\$27,000		\$ 27,000	Various	\$25,800	Yes	Yes - 2023	
	ORC	ORC have made 'some provision' in Years 6-8 of the LTP (2029-31)					ORC	TBC	Yes	No	
<b>Balclutha Bridge &amp; entrances</b>	Council		Inactive							Unconfirmed	
<b>Centennial Pool &amp; surrounds</b> <ul style="list-style-type: none"> <li>Extend operational hours</li> <li>Upgrade equipment</li> <li>Upgrade/extend outside area</li> </ul>	Council		Additional 0.6 FTE from May 2023	\$30,000		\$30,000	N/A	N/A	Yes	Yes - 2023	
			Inflatable equipment etc. purchased							Yes	Yes - 2023
			Confirm plans, obtain costs								Unconfirmed
<b>Central retail area toilets</b>	Council			\$ 473,000		\$ 473,000	TIF	\$ 234,250	Yes	Yes - 2023	
<b>Destination toilets landscaping</b>					\$143,000					No	
<b>Reserve Management Plan</b>	Council	Reserve Management Plan								Yes - 2017	
<b>Naish and Centennial Parks:</b> <ul style="list-style-type: none"> <li>Playground Phase 2</li> <li>Playground Phase 1</li> <li>Bike Park</li> <li>Dog Park</li> <li>BBQ</li> <li>Pump Track</li> <li>Basketball half court</li> <li>Naish landscaping</li> <li>SOAC building maintenance</li> <li>Dog Park car park</li> <li>Duck Pond</li> <li>Seal SOAC car park</li> </ul>	Clutha Parks Trust			\$ 495,000		\$ 495,000	TTCF	\$ 125,000		Yes - 2022	
							Clutha Vets	\$ 35,000		No	
							OCT	\$ 300,000		Yes - 2022	
							CF	\$ 10,000		Yes - 2022	
							CBS	\$ 7,527		Yes - 2022	
							Rotary	\$ 4,000		No	
							Blue Light	\$ 500		Unconfirmed	
							Other	TBC		Yes	
			Corrections building access path							Unconfirmed	
		Council			\$17,063		\$23,869				Yes
					\$24,000					Unconfirmed	
										No	
<b>Balclutha Bridge Playground:</b> <ul style="list-style-type: none"> <li>Skate Park</li> <li>Fence</li> <li>Fort</li> <li>Water system</li> </ul>										Yes	
											Yes
											Yes
					\$35,000						Unconfirmed
<b>Arthur Strang Reserve</b>	Council		Inactive							Unconfirmed	
<b>Clyde Street Reserve</b>	Council		Inactive							Unconfirmed	
<b>Cherry Lane Playground ☼</b>	Community	MoU prepared with community representative	Playground added to inspection schedule								Yes
					\$11,938,063	\$11,048,869		\$12,042,077	Completed	16	
					<b>Total allocated</b>	<b>Total spent</b>		<b>Total</b>	<b>Total</b>	<b>22</b>	
☼ = projects not specifically listed in Community Plan									% confirmed projects complete	73%	
<b>Updates since last meeting</b>											

## Project status sheet – Milton (2017)

Project	Lead organisation	Current issues or barriers	<ul style="list-style-type: none"> <li>○ Progress made</li> <li>○ Direction required</li> <li>○ General comments</li> </ul>	Council funding				External funding		Scope confirmed	Project completed
				2021-22	2022-23	2023-24	Spent to date	Source	Amount		
<b>1. Main street upgrades:</b>											
• Infrastructure renewals	Council		Undergrounding powerlines underway	\$6,000,000			\$3,928,000			Yes	No
• Upgrade Memorial Park	Council			To be updated with LTP decision							No
• Upgrade Stewart Reserve	Council		To be developed as a central plaza, work planned for 2024/25							Yes	No
• Public toilets	Council			\$425,750			\$425,750	TIF	\$ 234,250	Yes	Yes - 2023
• Pedestrian crossings	Council									Yes	No
• Southern entrance	Council										No
<b>2. Milton pool</b>	Joint				\$14,000,000			BOF	\$ 1,900,000	Yes	No
<b>3. Community facility (Library)</b>	Joint		Joint project, combining new Milton pool							Yes	No
<b>4. Walking &amp; cycling:</b>											
• Links within Milton	Joint		Inactive								No
• Clutha Gold cycle trail	Community			\$333,333			\$333,333	PGF	\$2,833,333	Yes	Yes - 2023
<b>5. Enable development</b>											
• Plan Change 41 - Industrial	Council									Yes	Yes
• Milton 2060 - Flood Risk ☞	CDC/ORC		District Plan Change							Yes	Yes
<b>6. Parks and reserves:</b>				\$184,000							
• Reserve Management Plan	Council									Yes	Yes - 2017
• Taylor Park	Council		Fence repairs, gate painted				\$ 7,676			Yes	No
• Moore Park - basketball court	Community	Court re-seal funding declined	Increased funding for drainage work - up to \$50k								Unconfirmed
• Moore Park - Playground wall	Council		SouthRoads to replace retaining wall								No
• Fairfax Cemetery	Council	No new initiatives currently planned									Unconfirmed
☞ = projects not specifically listed in Community Plan											
				\$20,943,083			\$4,694,759		\$4,967,583	Completed	5
				Total allocated			Total spent		Total	Total	15
										% confirmed projects complete	33%

## Project status sheet – Waihola (2018)

Project	Lead organisation	Current issues or barriers	<ul style="list-style-type: none"> <li>o Progress made</li> <li>o Direction required</li> <li>o General comments</li> </ul>	Council funding		External funding		Scope confirmed
				Budget	Spent to date	Source	Amount	
<b>1. Infrastructure upgrades:</b>								
• Milton-Waihola pipeline	Council		Expected to be completed March 2024	\$5,976,882	\$5,025,452			Yes
• Sewerage network	Council		1. WWTP consent obtained, work due to start 2026/27	\$3,645,347	\$0			
	Council		2. WWTP upgrade (incl. new aerator) Reduce Total Nitrogen & BOD	\$1,083,450	\$920,696			
	Council		3. Reticulated network extended, various improvements					
	Council		4. WWTP upgrade planned for 2025/26 & 2026/27	\$9,800,000				
• Stormwater infrastructure	Council		Network renewal work planned for 2025/26	\$134,000				
• Footpaths	Council		Chatham St improvements					
• Seal extensions	Council		1. Kilgour - George St sealed 2019/20					Yes
	Council		2. Dust suppression Chatham - Sheerness St 2023/24	\$600,000				
• Greenwaste management	Community		Currently inactive					
<b>2. Walking &amp; cycling:</b>								
• Clutha Gold cycle trail	Community			\$333,333	\$333,333	PGF	\$2,833,333	Yes
• Links in Waihola	Community							
<b>3. Landscape &amp; environment</b>								
• Reserve Management Plan	Council							Yes
• Waihola playground	Community			\$200,000	\$200,000	OCT	\$120,000	Yes
• Waihola toilets mural	Community		Murals to be painted on public toilets			Project Bruce	\$3,500	Yes
• Waihola lakefront	Community		Investigating options to mitigate erosion					
<b>4. Urban development:</b>								
• Enabling development	Joint		Subdivisions and new residential development occurring					
• Community, visitor facilities	Joint		Currently inactive					
• Reduced SH1 speed limit	Waka Kotahi		Speed limit reduced from 70 to 50 km/hr			Waka Kotahi	TBC	Yes
• Main street improvements	Joint		SH1 footpath closest to the lake widened (joint walk/cycleway)	\$160,000		Waka Kotahi	\$270,000	Yes
				\$21,933,012	\$6,479,481		\$3,226,833	Completed
Updates since last meeting				Total allocated	Total spent		Total	Total
								% confirmed projects complete



## Project status sheet – Catlins (2020)

Project	Lead organisation	Current issues or barriers	<ul style="list-style-type: none"> <li>o Progress made</li> <li>o Direction required</li> <li>o General comments</li> </ul>	Council funding			External funding		Scope confirmed	Project completed
				Previous funding	2024-34 LTP	Spent to date	Source	Amount		
<b>Community facilities &amp; Infrastructure:</b>										
• Hall renewals	Council		Cladding, asbestos removal, electrical upgrade				PGF	\$138,000	Yes	Yes - 2022
• KP Surf Life Saving Club	Community		Council grant funding confirmed in 2024/34 LTP				SLS NZ	TBC	Yes	No
• Kaka Point toilets	Council		Replacement toilets confirmed in 2024/34 LTP	\$20,000		\$4,174				No
• Owaka Service Centre	Council		Increased LOS and opening hours						Yes	Yes - 2022
• Bury Owaka power lines	Council	No longer a priority? Could be removed from plan?								No
<b>Community development</b>	Council		Various programs							Unconfirmed
<b>Economic development</b>	C. Dev		Various programs						Yes	Unconfirmed
<b>Waste management</b>	Council									No
<b>Walking &amp; cycling [Pounaweia to Owaka]</b>	OGF	OFG applying for additional funding for trail construction	Landowner approval gained. Plans confirmed. Ready to commence construction.	\$30,000	\$45,000	\$29,910	OCT	TBC	Yes	No
<b>Protect natural resources</b>	Various		Vehicles on Beaches Bylaw 2023						Yes	Yes
<b>Strategic direction:</b>										
• Clutha Destination Strategy	C. Dev		Strategy adopted 2020						Yes	Yes
• Nugget Point/KP Master Plan	C. Dev		Addresses visitor experience, environmental impacts, transport.				C. Dev	\$67,000		No
• National Park status	Community		Inactive							No
• Signage Strategy	Council		Draft district signage strategy adopted				C.Dev	TBC		Yes
<b>Parks and reserves:</b>										
• Reserve Mgmt. Plan	Council		Plan adopted 2020	\$20,000		\$20,000			Yes	Yes
• KP Esplanade playground	Community		Fundraising and design work continuing	\$50,000	\$50,000	\$7,600	Various	\$33,000		No
• KP Tarata St playground	Community	Lower priority		\$20,000						No
• Pounaweia playground	Community		Working with community to confirm scope & budget	\$20,000						No
• Papatowai Picnic Area	Community		Working with community to confirm scope & budget	\$20,000						No
<b>Roading:</b>										
• Traffic safety measures	Council		Kaka Point, Jacks Bay						Yes	Yes
• Urban seal extensions	Council		Pounaweia, Kaka Point, Papatowai						Yes	Yes
• Seal high-use roads	Council		Inactive							No
• Park n ride to Nuggets	C. Dev		Included in Nugget Point/KP Master Plan							No
• Bridge replacements	Council		Hina Hina Bridge	\$1,200,000		\$1,200,000	Waka Kotahi	\$2,340,000	Yes	Yes - 2021
<b>Freedom camping</b>	Council		FC Bylaw 2022, FC Ranger(s)						Yes	Yes
<b>Climate Change Planning</b>	Council		Climate Change Strategy confirmed in 2024/34 LTP							Yes
				\$1,475,000		\$1,261,684		\$2,578,000	Completed	11
<b>Updates since last meeting</b>				Total allocated		Total spent		Total	Total	24
									% confirmed projects complete	46%

**Project status sheet – Lawrence-Tuapeka (2021)**

	Project number and name	Lead organisation	Current issues or barriers	<ul style="list-style-type: none"> <li>o Recent progress</li> <li>o Direction required</li> <li>o General comments</li> </ul>	Council funding			External funding		Scope confirmed	Project completed
					Previous funding	2024-34 LTP	Spent to date	Source	Amount		
LTCB Priority projects	1. Lawrence heritage:										No
	8 & 9. Gabriel's Gully Reserve										No
	• Amenities & activities	Clutha Devt								No	No
	• Destination toilets	Clutha Devt								No	No
	Residential Development †	Community		Preferred approach (house & land package) confirmed by LTCB.	\$6,000		\$6,000				No
Active projects	2. Whitehaven St playground:	Community	Fundraising is ongoing	Water fountain installed.	\$113,150		\$133,150	Various	\$250,000	Yes	No
	3. Reducing flood risk	Council		LTP funding for kerb & channel, mudpits, and a new stormwater main into Hospital Creek from Colonsay St.	\$60,000	\$136,000	\$55,000			Yes	No
	4. MTB trail network	Community		LTP funding of \$40,000 for trail development		\$40,000		Various	\$105,000	Yes	No
	5 & 6. Projects at entrance to Gabriel's Gully:										
	• Public toilets	Council	2024/34 LTP funding	Toilet block to be located on Market Reserve		\$150,000					No
	7. Work and train	Council		Jobbortunities program						Yes	Unconfirmed
Inactive projects	5 & 6. Projects at entrance to Gabriel's Gully:										
	• Car park, road reserve	Joint	Hub discontinued, funds to be used for other projects at entrance to GG		\$50,000						No
	10. Support community facilities:										
	• Simpson Park	Community									Unconfirmed
	• Chinese Camp	Community									Unconfirmed
	• Rodeo & Gymkhana Grounds	Community		Moto-X Mgmt Plan Trial							Unconfirmed
	• Wetherstons Brewery etc	Community									Unconfirmed
• Community Wetlands	Community									Unconfirmed	
• Glass recycling	Council									Unconfirmed	
	11. Beaumont & Waitahuna										
• Halls and pools	Community										Unconfirmed
• Toilets and signage	Community		Suitable projects to be identified, and council/external funding sourced								Unconfirmed
Completed	1. Lawrence heritage										
	• Regulatory Bylaw review	Council		Bylaw adopted 2022						Yes	Yes
	8 & 9. Gabriel's Gully Reserve			Storymapp project launched - self guided tour, audio and 360° historical recreations.				C. Dev	\$15,000	Yes	Yes
	• Amenities & activities										
	10. Support community facilities:										
	• Lawrence Skate Park	Community						Various	\$200,000	Yes	Yes
• Clutha Gold Trail	Community		Officially opened 25 August 2023	\$333,333		\$333,333	PGF	\$2,833,333	Yes	Yes	
• Playground Fencing	Community		Fence installed, Dec 2022	\$5,000		\$26,645				Yes	Yes
	12. Reserve Management Plan †	Council		Adopted 2021	\$33,000		\$52,210			Yes	Yes
† = projects not specifically listed in Community Plan											
Updates since last meeting					\$926,483		\$606,338		\$3,403,333	Completed	6
					Total allocated		Total spent		Total	Total	15
									% confirmed projects complete		40%

## Project status sheet – Kaitangata (2021)

Project	Lead organisation	Current issues or barriers	<ul style="list-style-type: none"> <li>○ Recent progress</li> <li>○ Direction required</li> <li>○ General comments</li> </ul>	Council funding				External funding		Scope confirmed	Project completed
				2021-22	2022-23	2023-24	Spent to date	Source	Amount		
<b>1. River access:</b>											
• Boat ramp, carpark, reserve	Community		Resource Consent and Flood Protection Bylaw approval gained from ORC. Community group ready to start construction.	\$ 10,000			\$ 14,831	Kai Promotions	\$15,000	Yes	No
• Riverbank improvements	Community		Funding & contractor for riverside walkway confirmed. Staff liaising with people who graze stock on Road Reserve.					Kai Promotions	\$7,000	Yes	No
<b>2. Walking &amp; cycling:</b>											
• Links within Kaitangata	Council		Exmouth St footpath completed							Yes	Yes
• Wider connections	Community		Currently inactive								Unconfirmed
<b>3. Kaitangata pool</b>											
• Transfer ownership	Kai Pool Inc.		Formal handover of pool completed.							Yes	Yes - 2024
• Upgrades	Community		Roof replaced using CDC (reserves) and Otago Community Trust funding.	\$ 15,000	\$ 50,000		\$ 91,246	Otago Comm. Trust	\$30,000	Yes	Yes - ongoing
<b>4. Victoria Park Reserve</b>											
• Reserve improvements	Community		Currently inactive								Unconfirmed
• Tree removal	Council		Trees removed	\$ 35,000			\$ 13,800			Yes	Yes - 2023
<b>5. War Memorial Reserve</b>											
• Memorial Garden	Community		Formal opening ceremony, 24 Feb	\$ 50,000			\$ 50,938	OCT	\$15,000	Yes	Yes - 2024
• Map / kiosk ☎	Joint		Completed					C. Dev	\$1,000	Yes	Yes - 2024
• Footpath entrance concrete ☎	Council		Funded from footpaths budget		\$ 9,885		\$ 9,885			Yes	Yes - 2024
<b>6. Public toilets</b>	Council		Completed, to be opened once the Code of Compliance is issued.	\$50,000			\$ 60,500			Yes	Yes - 2024
<b>7. Roading</b>											
	Council		A trial of Otta Seal (bitumen) has been confirmed for approx. 150m of Water Street in 2024/25. To be funded from existing budgets.								No
<b>8. Wangaloa Domain Reserve</b>	Council										No
<b>9. Reserve Management Plan ☎</b>	Council			\$20,000			\$ 20,000			Yes	Yes - 2022
☎ = projects not specifically listed in Community Plan				\$239,885		\$261,200		\$68,000		Completed	9
<b>Updates since last meeting</b>				<b>Total allocated</b>		<b>Total spent</b>		<b>Total</b>		<b>Total</b>	<b>13</b>
										% confirmed projects complete	69%



## Project status sheet – Clinton (2023)

Project	Lead organisation	Current issues or barriers	<ul style="list-style-type: none"> <li>o Recent progress</li> <li>o Direction required</li> <li>o General comments</li> </ul>	Council funding				External funding		Scope confirmed	Project completed
				2023-24	2024-25	2025-26	Spent to date	Source	Amount		
<b>1. Walking &amp; cycling:</b>				\$10,000							
• Assess route options	Council									No	
• Funding, land access, trail construction	Community									No	
<b>2. Sustainable communities:</b>											
• Residential development:	Community	Leadership arrangements TBC	Assessment of vacant land Create house and land package	\$20,000						Yes	
										No	
• Infrastructure upgrades:	Council		Preferred footpath and kerb & channel upgrades identified by community. Options and indicative costs discussed at community meeting on 15 March.							No	
• Community initiatives:	Community									Unconfirmed	
o Community Garden improvements			Raised beds to improve usability				\$ 504	\$ 262			
<b>3. Main street improvements</b>				\$25,000	\$10,000						
• Improve/develop reserves	Joint		Unsafe trees removed from Triangle Reserve							No	
• Improve SH entrances	Joint									No	
• Provide parking for trucks	Joint	Council contribution towards entrances and finishing TBC.	Lions leading development of Truck Park.					Community	\$38,000	No	
• Reserve Management Plan	Council									No	
<b>4. Community facilities</b>				\$25,000	\$10,000						
• Clinton tennis courts	Community		Agreement signed with Community Group. Council will contribute \$7,671 towards a project with total value of \$22,000.				\$ 7,671	Community	\$14,000	Yes	
• Triangle Reserve	Joint		Relationship Agreement developed for whole reserve. Two items of playground equipment ordered, scope and work program confirmed.				\$ 30,000	Community	\$25,000	Yes	
• Clinton public toilets	Council		Mural (Lions). Graphic design on doors (CDC). New latches (CDC)				\$4,056			Yes	
Updates since last meeting					\$100,000		\$42,231		\$77,262	Completed	2
					Total council funding		Total spent		Total	Total	12
										confirmed projects complete	17%



## Project status sheet – Taieri Mouth (2024)

Project	Lead organisation	Current issues or barriers	<ul style="list-style-type: none"> <li>○ Recent progress</li> <li>○ Direction required</li> <li>○ General comments</li> </ul>	Council funding		External funding		Scope confirmed	Project completed
				2024-25	Spent to date	Source	Amount		
<b>1. Community facilities:</b>									
• Improved maintenance of existing facilities				\$10,000					No
• Livingstonia Park amenity projects				\$30,000					No
• Knarston Park amenity projects				\$30,000					No
• Knarston Park address shoreline erosion				\$5,000					No
• New community facilities									
<b>2. Landscape and environment:</b>									
• Collate water quality information									No
• Support environmental projects									No
<b>3. Taieri River acces</b>									
• Improvements to boat ramp area									No
• Water safety awareness & education									No
<b>4. Roading</b>									
• General road safety initiatives	Community								No
• Riverside Road improvements	Council								No
<b>5. Walking &amp; Cycling</b>									
• Extend/improve existing footpaths				\$20,000					No
• Establish trail through the village									No
				\$95,000	\$0		\$0	Completed	0
				Total spent			Total	Total	12
								% confirmed projects complete	0%

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# Regulatory & Community Committee

## Item for INFORMATION

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<b>Report</b>	<b>Building &amp; Regulatory Update Report</b>
<b>Meeting Date</b>	<b>18 July 2024</b>
<b>Item Number</b>	<b>4</b>
<b>Prepared By</b>	<b>Malcolm Sinclair - Building &amp; Regulatory Manager</b>
<b>File Reference</b>	<b>901154</b>

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### REPORT SUMMARY

This report provides updates in the Building and Regulatory area on various matters of interest to the Committee that are not dealt with elsewhere in this agenda.

### RECOMMENDATION

**That the Regulatory and Community Committee receives the ‘Building and Regulatory Update Report’, dated 18 July 2024.**

#### 1. Building Control

##### Reporting on quality processes

Next IANZ visit will be in January 2025 which aligns with our normal cycle for accreditation.

We have committed to changing our processing and inspection recording system to Objective Build which is an end-to-end building consent processing systems. Training sessions went well and we received a test version on 1 July 2024. A go live date is yet to be confirmed.

Introduction of Objective Build will see a new range of reporting tools to help track KPI and team performance requirements.

##### Conflicts of interest

We currently have two conflicts of interest registered.

##### Work Volumes & Service Levels

- Consents issued, we had three building consent application exceeding the 20-day statutory clock, with 92% of consents issued within statutory timeframes for June 2024, the run-over is due to a number of contributing factors, such as staff leave, sickness and training for the upcoming electronic building consenting program.
- Average processing days are 10 days for month of June.
- Inspections bookings can generally be obtained within 4-working days.
- Applications are holding steady in numbers, with 18 awaiting processing, with 38 building consents awaiting further information for assessments to be completed.
- Land Information Memoranda processed for June to date is 17.
- Code Compliance Certificates issued, 16 issued for June, statutory timeframes met 100%.

##### Compliments and Complaints



- No recorded BCA compliments for this period, two verbal compliments for the whole team were received.
- No recorded complaints received for this period.

### Projects

- Receiving consents in an electronic format for processing electronically, advancements by way of commitment to changing to Objective Build system, we are yet to confirm a go-live date for this.

### Health & Safety

There have been no H&S issues raised.

Staff are reminded to look out for each other and be mindful of individual's wellbeing.

### Continuous Improvements

Our continuous improvements register has been expanded to identify urgency of items and review of effectiveness of outcomes for items addressed through this process, the register has access available to all department staff and staff being encouraged to submit ideas for improvement. Our continuous improvements register has been expanded to identify urgency of items and review of effectiveness of outcomes for items.

Any new projects or process changes are to be recorded.

### External Contractors

No building consents have been processed by contractors for this period.

### Internal Audits

- Sample of consents are being reviewed for our next round of audits.
- Technical staff competency assessments are up to date. Three staff members are currently reviewing their due assessments.
- Refresher training courses are now being undertaken, this is to ensure staff competency and knowledge growth is retained.

## 2. Animal Control Report/ Compliance Report

**25 May 2024 – 30 June 2024**

### Dogs

Total Dogs	6637
Total Dogs Registered	6565
Total Dogs Owned & Not Registered	72

### Owners - information not available

Total Owners who have dogs

Total Owners who have registered their dogs.

Total Owners who have not registered.

**Dog Registrations 2023- 2024 update report:**

These were made up of the following categories of dog ownership and revenue:

	From 01/07/23	From 01/08/23
Rural non-working	\$63.00	\$94.50
Rural Working	\$45.00	\$67.50
Urban (Non-Working and Working)	\$90.00	\$135.00
Urban Responsible Owner	\$63.00	\$94.50
Dangerous Dog	\$135.00*	\$202.50
*We have 4 dangerous dogs in the Clutha District, 3 dogs registered, 4 <sup>th</sup> dog was seized with the other dog in an ongoing case – both have been euthanized.		

- 87 infringements have been issued for failing to register their dogs between 01/07/23 – 25/05/2024.
- 12 infringements have been issued for other incidents between 01/07/23 – 09/04/2024.
- 0 dog registrations have been paid using the online system from 25/05/2024 – 30/06/2024.

**Incident**

- An Owner who was disqualified for having 3 or more infringements within 48-months.
- The owner was given a period to rehome their dogs, in which they failed to comply.
- 1 dog was classified as Dangerous, the other dog classified as Menacing, a warrant was issued and both dogs were seized and impounded.

**Infringements**

Infringement payments via the court for June 2024 - \$1830.97

**Impound**

- 10 Dogs in the pound – 4 dogs were claimed, 3 were euthanized, 3 are currently in the pound.

**Animal control activity for the last 5 weeks has included the following:****Customer Service Requests**

104 Customer Service requests of which 71 Customer Service requests were dogs that were dealt with (including out of hours requests)

1	Dog welfare
4	Dog aggression
16	Barking dogs
2	Fouling dogs
1	Lost dog notification
2	Dogs biting livestock
1	Dog biting domestic animals
1	Dog biting a human
34	Wandering dogs
3	Wandering stocks
0	Stock welfare
6	Animal nuisances
0	Other
71	

## Compliance Officers Activity: (including out of hour requests)

### Customer Service Requests

33	Customer service requests for compliance were dealt with (including out of hours requests)
18	Noise control
5	Abandoned vehicles
1	Parking
4	Compliances
1	Litter
3	Freedom camping
1	Illegal dumping
0	Fire hazards (referred to FENZ)

### 3. District Licensing Committee

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

#### 24 May 2024 – 8 July 2024

15	Special Licences
11	Manager's Certificates
0	On/Off/Club Licences

### 4. Staffing

Mishma Paul has started as the new Building Control Officer and is learning how our systems work.

### 5. Clutha Stars

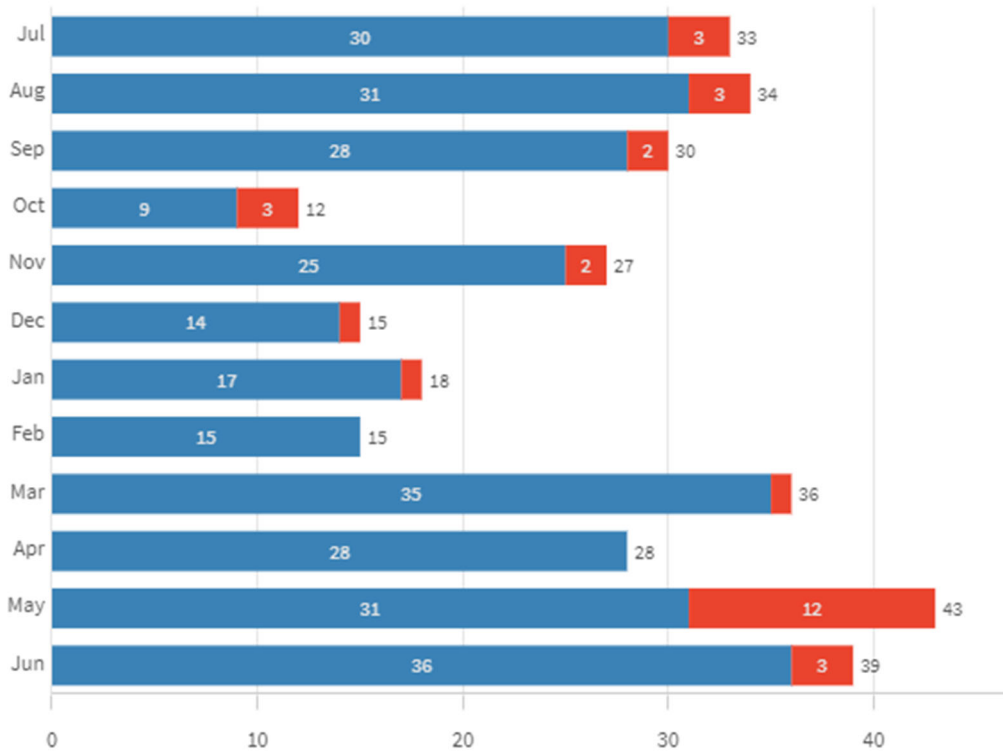
Clutha Stars is an important and innovative improvement programme, this requires the team to work together focusing on four areas: Leadership & People, Customer, Nuts & Bolts and Strategic.

The work we're doing to date around the building of the framework to support this system with improvements is showing results already.

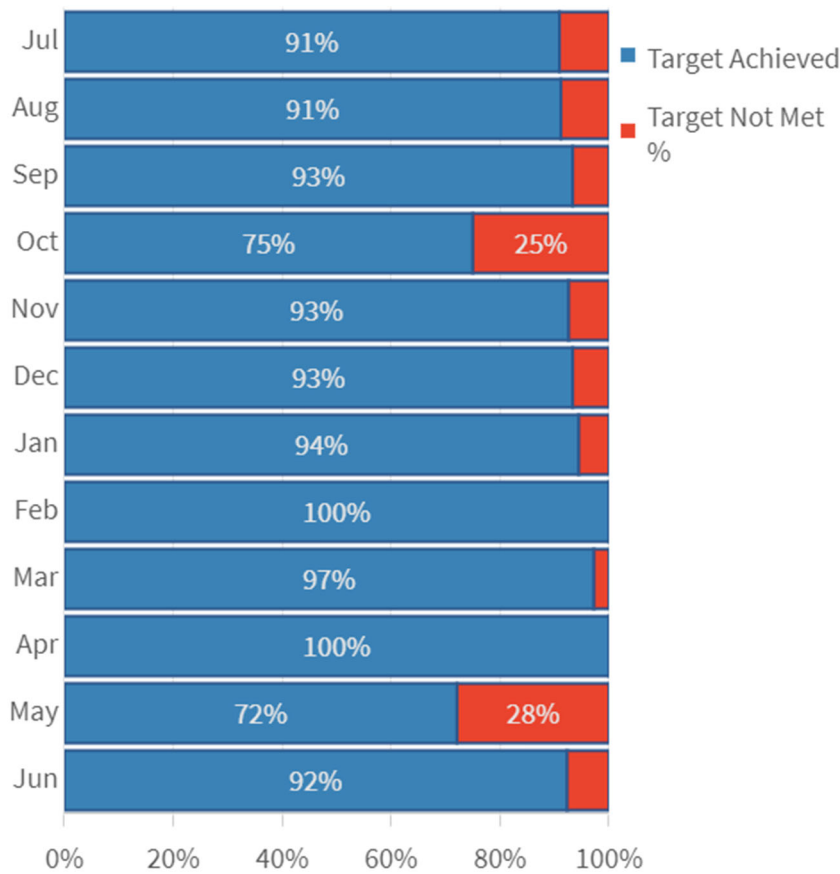
### 6. Building Stats

Building Consents Approved July 23 – June 24.

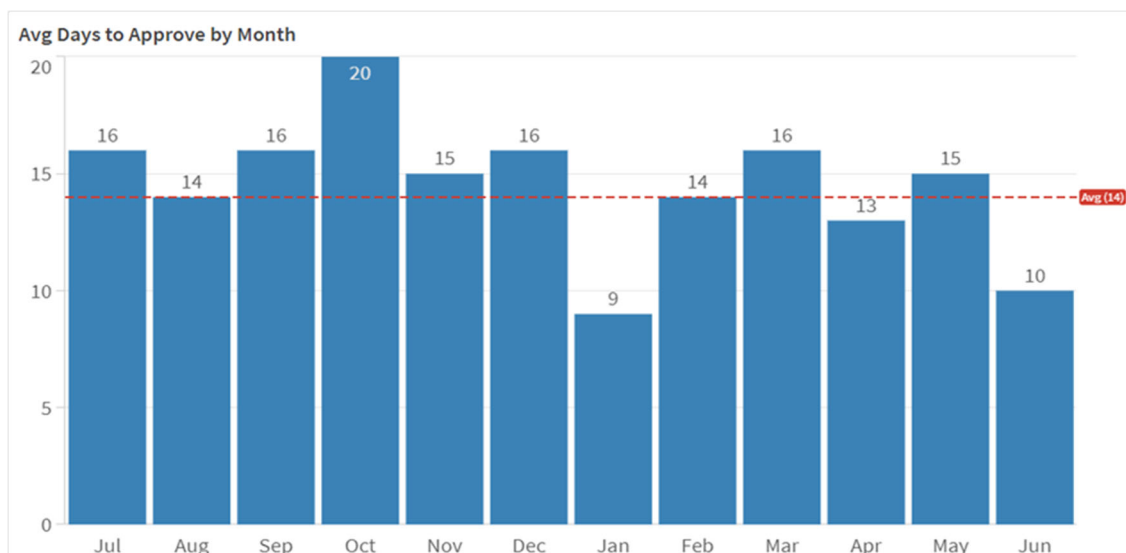
Approved QTY



2023/2024 Target Achieved



Building Consents Average Days To process – July 23 - June24



## Building Statistics by Ward

### May 2024

<b>Balclutha Ward</b>		
<b>Type</b>	<b>Number</b>	<b>Value</b>
Accessory Buildings	1	70,000
Additions & Alterations	2	21,100
Commercial/Industrial	2	41,000
Farm Buildings	0	0
Heating Units	4	166,237
New Dwellings	0	0
Other	0	0
Plumbing & Drainage	1	8,000
Resited Buildings	0	0
<b>Total</b>	<b>10</b>	<b>306,337</b>

<b>Bruce Ward</b>		
<b>Type</b>	<b>Number</b>	<b>Value</b>
Accessory Buildings	0	0
Additions & Alterations	3	49,600
Commercial/Industrial	0	0
Farm Buildings	0	0
Heating Units	4	23,700
New Dwellings	1	225,000
Other	0	0
Plumbing & Drainage	0	0
Resited Buildings	0	0
<b>Total</b>	<b>8</b>	<b>298,300</b>

<b>Catlins Ward</b>		
<b>Type</b>	<b>Number</b>	<b>Value</b>
Accessory Buildings	1	30,000
Additions & Alterations	2	113,000
Commercial/Industrial	0	0
Farm Buildings	0	0
Heating Units	1	6,868
New Dwellings	0	0
Other	0	0
Plumbing & Drainage	0	0
Resited Buildings	0	0
<b>Total</b>	<b>4</b>	<b>149,868</b>

<b>Clinton Ward</b>		
<b>Type</b>	<b>Number</b>	<b>Value</b>
Accessory Buildings	0	0
Additions & Alterations	0	0
Commercial/Industrial	0	0
Farm Buildings	0	0
Heating Units	0	0
New Dwellings	2	1,465,000
Other	0	0
Plumbing & Drainage	0	0
Resited Buildings	0	0
<b>Total</b>	<b>2</b>	<b>1,465,000</b>

<b>Clutha Valley Ward</b>		
<b>Type</b>	<b>Number</b>	<b>Value</b>
Accessory Buildings	1	130,000
Additions & Alterations	0	0
Commercial/Industrial	0	0
Farm Buildings	1	50,000
Heating Units	0	0
New Dwellings	0	0
Other *	1	360,000
Plumbing & Drainage	0	0
Resited Buildings	0	0
<b>Total</b>	<b>3</b>	<b>540,000</b>

\* Big River Homes Transportable

<b>Kai/Matau Ward</b>		
<b>Type</b>	<b>Number</b>	<b>Value</b>
Accessory Buildings	3	167,330
Additions & Alterations	2	225,000
Commercial/Industrial	1	3,500
Farm Buildings	0	0
Heating Units	0	0
New Dwellings	1	100,000
Other	0	0
Plumbing & Drainage	0	0
Resited Buildings	0	0
	<b>7</b>	<b>495,830</b>

<b>Lawrence/Tuapeka Ward</b>		
<b>Type</b>	<b>Number</b>	<b>Value</b>
Accessory Buildings	0	0
Additions & Alterations	0	0
Commercial/Industrial	1	41,090
Farm Buildings	0	0
Heating Units	0	0
New Dwellings *	1	40,000
Other	0	0
Plumbing & Drainage	0	0
Resited Buildings	0	0
<b>Total</b>	<b>2</b>	<b>81,090</b>

\* Foundations and drainage for relocated dwelling

<b>West Otago Ward</b>		
<b>Type</b>	<b>Number</b>	<b>Value</b>
Accessory Buildings	0	0
Additions & Alterations	1	14,000
Commercial/Industrial	2	852,000
Farm Buildings	1	111,000
Heating Units	2	14,033
New Dwellings	0	0
Other	0	0
Plumbing & Drainage	0	0
Resited Buildings	0	0
<b>Total</b>	<b>6</b>	<b>991,033</b>

**Comparison with May 2023**

	<b>May 2023</b>		<b>May 2024</b>	
	No.	Value	No.	Value
Accessory Buildings	6	197,400	6	397,330
Additions & Alterations	5	340,000	10	422,700
Commercial/Industrial	2	650,000	5	934,090
Farm Buildings	3	418,036	2	161,000
Heating Units	24	140,621	12	214,338
New Dwellings	4	1,093,000	5	1,830,000
Other	2	5,250	1	360,000
Plumbing & Drainage	3	7,500	1	8,000
Resited Buildings	0	0	0	0
<b>Total</b>	<b>49</b>	<b>2,851,807</b>	<b>42</b>	<b>4,327,458</b>

**Comparison Year to Date with 2022 - 23**

	<b>July 2022 – May 2023</b>		<b>July 2023 – May 2024</b>	
	No.	Value	No.	Value
Accessory Buildings	34	2,606,300	24	1,513,661
Additions & Alterations	42	4,884,940	51	3,875,500
Commercial/Industrial	29	16,343,778	22	4,097,090
Farm Buildings	22	6,567,524	13	2,320,701
Heating Units	104	970,154	107	854,512
New Dwellings	51	41,585,750	39	19,918,293
Other	11	2,471,250	8	1,986,170
Plumbing & Drainage	31	365,000	22	307,490
Resited Buildings	4	1,562,500	4	220,000
<b>Total</b>	<b>328</b>	<b>77,357,196</b>	<b>290</b>	<b>35,093,417</b>

Land Information Memoranda processed for May 2024 was 26 bringing the total for the year to 204.

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



June 2024

<b>Balclutha Ward</b>		
<b>Type</b>	<b>Number</b>	<b>Value</b>
Accessory Buildings	0	0
Additions & Alterations	0	0
Commercial/Industrial	2	125,000
Farm Buildings	2	212,000
Heating Units	4	32,928
New Dwellings	1	600,000
Other	0	0
Plumbing & Drainage	1	7,600
Resited Buildings	0	0
<b>Total</b>	<b>10</b>	<b>977,528</b>

<b>Bruce Ward</b>		
<b>Type</b>	<b>Number</b>	<b>Value</b>
Accessory Buildings	0	0
Additions & Alterations	0	0
Commercial/Industrial	1	120,000
Farm Buildings	0	0
Heating Units	8	53,182
New Dwellings	0	0
Other	1	15,000
Plumbing & Drainage	0	0
Resited Buildings	0	0
<b>Total</b>	<b>10</b>	<b>188,182</b>

<b>Catlins Ward</b>		
<b>Type</b>	<b>Number</b>	<b>Value</b>
Accessory Buildings	0	0
Additions & Alterations	0	0
Commercial/Industrial	0	0
Farm Buildings	0	0
Heating Units	2	11,915
New Dwellings	0	0
Other	0	0
Plumbing & Drainage	0	0
Resited Buildings	0	0
<b>Total</b>	<b>2</b>	<b>11,915</b>

<b>Clinton Ward</b>		
<b>Type</b>	<b>Number</b>	<b>Value</b>
Accessory Buildings	1	80,000
Additions & Alterations	0	0
Commercial/Industrial	0	0
Farm Buildings	2	82,000
Heating Units	0	0
New Dwellings	0	0
Other	0	0
Plumbing & Drainage	0	0
Resited Buildings	0	0
<b>Total</b>	<b>3</b>	<b>132,000</b>

<b>Clutha Valley Ward</b>		
<b>Type</b>	<b>Number</b>	<b>Value</b>
Accessory Buildings	0	0
Additions & Alterations	1	400,000
Commercial/Industrial	0	0
Farm Buildings	1	66,000
Heating Units	1	7,500
New Dwellings	0	0
Other *	1	415,000
Plumbing & Drainage	0	0
Resited Buildings	0	0
<b>Total</b>	<b>4</b>	<b>888,500</b>

\* Big River Transportable Home

<b>Kai/Matau Ward</b>		
<b>Type</b>	<b>Number</b>	<b>Value</b>
Accessory Buildings	0	0
Additions & Alterations	0	0
Commercial/Industrial	0	0
Farm Buildings	0	0
Heating Units	3	28,867
New Dwellings	0	0
Other	0	0
Plumbing & Drainage	0	0
Resited Buildings	0	0
	<b>3</b>	<b>28,867</b>

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

<b>West Otago Ward</b>		
<b>Type</b>	<b>Number</b>	<b>Value</b>
Accessory Buildings	0	0
Additions & Alterations	1	97,000
Commercial/Industrial	0	0
Farm Buildings	0	0
Heating Units	2	12,077
New Dwellings	0	0
Other	0	0
Plumbing & Drainage	1	8,000
Resited Buildings	0	0
<b>Total</b>	<b>4</b>	<b>117,077</b>

### Comparison with June 2023

	<b>June 2023</b>		<b>June 2024</b>	
	No.	Value	No.	Value
Accessory Buildings	6	230,000	1	80,000
Additions & Alterations	6	173,000	2	497,000
Commercial/Industrial	5	2,938,734	3	245,000
Farm Buildings	1	200,000	5	360,000
Heating Units	16	94,879	20	146,469
New Dwellings	13	6,460,500	1	600,000
Other	2	65,000	2	430,000
Plumbing & Drainage	2	9,000	2	15,600
Resited Buildings	0	0	0	0
<b>Total</b>	<b>51</b>	<b>10,161,113</b>	<b>36</b>	<b>2,374,069</b>

**Comparison Year to Date with 2022 - 23**

	<b>July 2022 – June 2023</b>		<b>July 2023 – June 2024</b>	
	No.	Value	No.	Value
Accessory Buildings	40	2,836,300	25	1,593,661
Additions & Alterations	48	5,057,940	53	4,372,500
Commercial/Industrial	34	19,282,512	25	4,342,090
Farm Buildings	23	6,767,524	18	2,680,701
Heating Units	120	1,065,033	127	1,000,981
New Dwellings	64	48,046,250	40	20,518,293
Other	13	2,536,250	10	2,416,170
Plumbing & Drainage	33	374,000	24	323,090
Resited Buildings	4	1,562,500	4	220,000
<b><u>Total</u></b>	<b>379</b>	<b>87,528,309</b>	<b>326</b>	<b>37,467,486</b>

Land Information Memoranda processed for June 2024 was 17 bringing the total for the year to 221.

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

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## Regulatory & Community Committee

### Item for INFORMATION

<b>Report</b>	Environmental Planning & Compliance Update Report
<b>Meeting Date</b>	18 July 2024
<b>Item Number</b>	5
<b>Prepared By</b>	Olivia Restieaux – Manager Planning
<b>File Reference</b>	901162

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#### REPORT SUMMARY

This report provides updates in the Environmental Planning and Compliance area on various matters of interest to the Committee not dealt with elsewhere in this agenda and provides up-to-date stats for the Customer Service Reporting (CSR) for Planning & Compliance activities.

#### RECOMMENDATION

**That the Regulatory and Community Committee receives the ‘Environmental Planning and Compliance Update Report’, dated 18 July 2024.**

#### 1. Key Planning Matters

- The Planning Team have achieved 100% of resource consents being completed within statutory timeframes for the 2023 – 2024 Financial Year, with the average resource consent taking 11 working days to grant (with 20 working days being the timeframe for non-notified consents). This result is a significant achievement for the Planning Team.
- I have been involved with the Catlins Integrated Catchment Group in Owaka (a group which involves ORC, iwi, DOC and community members involved in agriculture, forestry, conservation, tourism and recreation who work together to co-develop The Catlins catchment action plan) – the group is collaborating together well and I will share with Council a draft of the action plan when available.
- Clutha District Council has been invited to comment by the Environmental Protection Authority (EPA) on the proposed Contact Energy Limited Southland Windfarm as part of the Fast Track consent process. This is our opportunity to provide feedback to the EPA about an activity that is proposed to take place in our district, and is being processed via the Fast Track process, (rather than a conventional resource consent process through Council). It is important to note that the Wind Farm site itself is proposed to be physically located within the Southland District and Southland Region (not the Clutha District). In addition to the infrastructure located on the Wind Farm Site, the proposed activities will also include a transmission line and the Grid Injection Point (“GIP”), which will either be

located within the Gore District or the Clutha District (Otago Region), dependent on the final route selected. I will be co-ordinating a response from relevant Council staff to provide feedback on the proposal (and Steve Hill or Jules Witt will review the final response before submitted to the EPA).

## 2. Legislation

- Planning continue to monitor changes to Resource Management legislation and will advise of any significant new updates that are relevant to Council.

## 3. Planning Team

- The Planning Team are currently undertaking Clutha Stars (and enjoying learning about divergent thinking and developing new skills for working together as a team).
- The Planning Team have developed a list of continuous improvement projects to support our work being even more effective and will undertake these projects while striving to continue our performance of 100% for resource consent statutory timeframes.

## 4. Planning/Resource Consents Data

Consent activity since the last Regulatory and Policy Committee to 5 July 2024 has involved the following:

Resource consents received from the 25/05/2024 to 05/07/2024 below:

- Land Use Consents – 7
- Subdivision Consents – 5
- Combined Land Use/Subdivision – 3
- Other (87BB, Right of Way, Cert of compliance) – 0
- s226s (title separation) – 0
- Outline Plan Waivers – 0

## 5. Service Requests Completed from last meeting to 5 July 2024

Service Request Type	Number of Service requests	KPI completed within timeframe Percentage
Planning Enquiries	27	100%
Fire Hazards	0	-
After Hours (Noise Control)	9	100%
General (Noise Control)	1	100%
Other	0	-

## 6. Resource Consents – YTD 23/24 – 24/25

### New Resource Consent Applications:

- **RM3074** – Consent sought for a 4-lot subdivision and land use for breach of the NES-CS in the Industrial Resource Area
- **RM3080** - Land use consent to construct a new pole sign for Pan Pac Otago at 28 Limeworks Road in the Tokomairiro Plains Industrial Resource Area
- **RM3047 01** – Section 127 variation to consent conditions for RM3047 subdivision at 495 Cockleshell Road in the Rural Resource Area
- **RM2985 01** – Section 127 variation to subdivide and sell proposed lots 1 and 3 of RM2985 constructing the balance of the subdivision at 990 Waihola Highway in the Rural Resource Area.
- **RM3081** – Consent to erect a free-standing sign that exceeds the maximum permitted area and heights with illumination in the Urban Resource Area
- **RM3083** – Consent to install a sign at 19-25 Clyde Street, in the Urban Resource Area.
- **RM3082** – Consent to relocate a used dwelling within 500m of the Urban Resource Area within the Rural Resource Area.
- **RM3084** – Land use consent to locate a section dwelling on site in close proximity to another dwelling and to be used for commercial use to accommodate travellers/ tourists.
- **RM3085** – Consent to store hazardous substances at 15 Union Street Milton – PGG Wrightson's

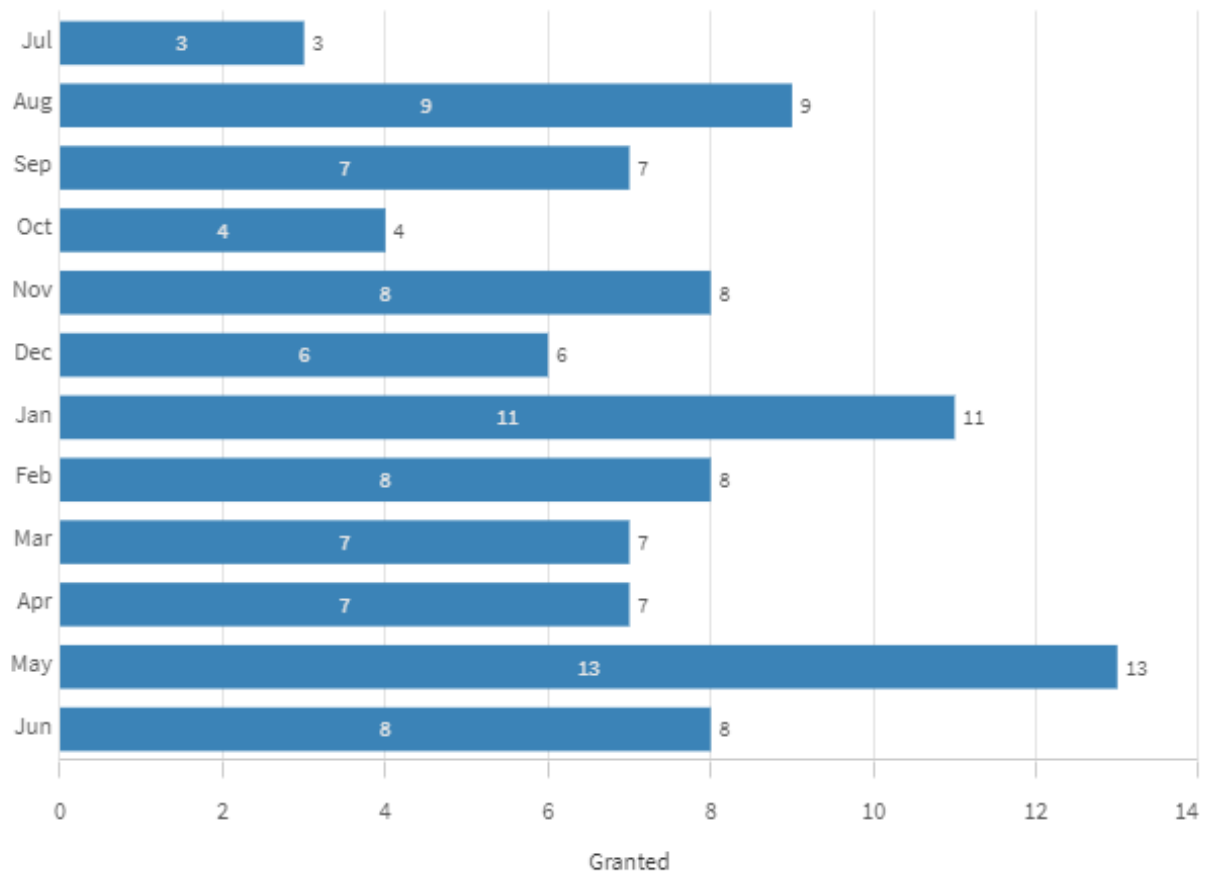
### Granted Consents Since last meeting:

- **RM3038** – To subdivide Lots 1-4 of 506m<sup>2</sup> each from the property leaving a balance of title of 1.55 ha in the Transitional Resource Area
- **RM3045** - 226 Certificate to create new title for a parcel and land use consent to establish a dwelling within 150m of an existing residential activities at Section 14 Block XXXVIII Town of Lawrence in the Rural Resource Area
- **RM3062** – Undertake a two lot subdivision in the Rural Settlement Resource Area
- **RM3004 01** – Variation sought under S127 to alter the original consent decision to enable the cancellation of existing easements and the cancellation of the existing amalgamation covenants that are registered on the underlying titles.
- **RM3056** – 3 lot subdivision with the creation of a building platform in the Rural Resource Area
- **RM3071** – To establish residential activity in the form of a building platform in the Rural Resource Area
- **RM3065** – Construct a second dwelling on site in flood prone land in the Rural Resource Area
- **RM3072** – Undertake a 5-lot subdivision and amalgamation at 47 Bagrie Road in the Rural Resource Area
- **RM3077** - Consent to create a right of way easement
- **RM3036** – Carry out earthworks as part of upgrading the existing cricket grounds at the Waihola Domain in the Urban Resource Area

- **RM2969**- Subdivide into four residential allotments and a commercial events venue in the Port Molyneux Coastal Resource Area
- **RM3016** – Establish short term accommodation site to service patrons using the Clutha Gold Cycle Trail in the Rural Resource Area
- **RM3043 01** – S127 variation for the current Resource Consent RM3043 at 314 and 428 Miller Road in the Rural Resource Area
- **RM3076** – Consent to undertake a 2-lot subdivision in the Rural Settlement Resource Area
- **RM3026** – Create a right of way easement

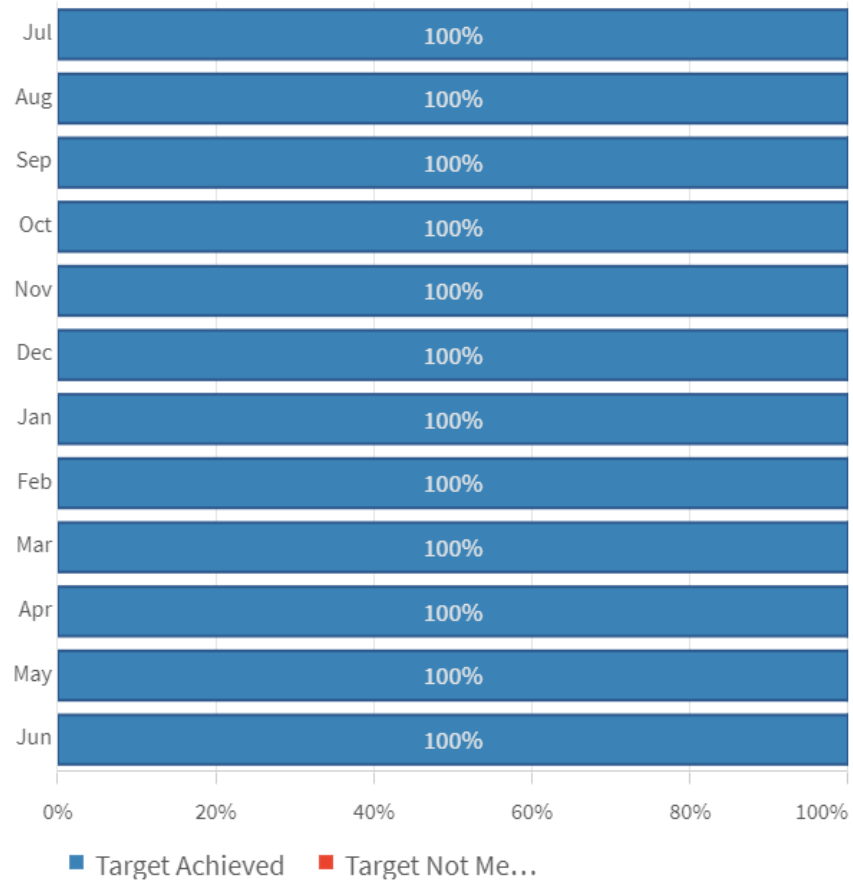
**It is noted that all resource consents for the financial year 23/24 were completed within statutory timeframe and that all resource consents for the 24/25 period have been within statutory timeframes.**

### Granted QTY

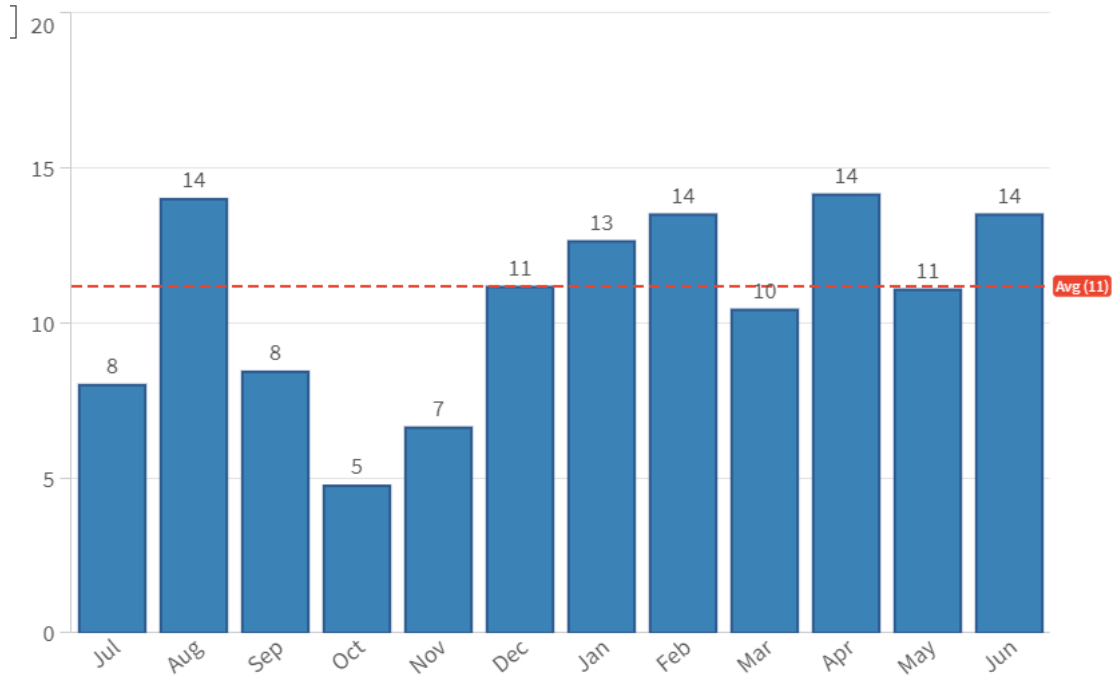




2023/2024 Target Achieved

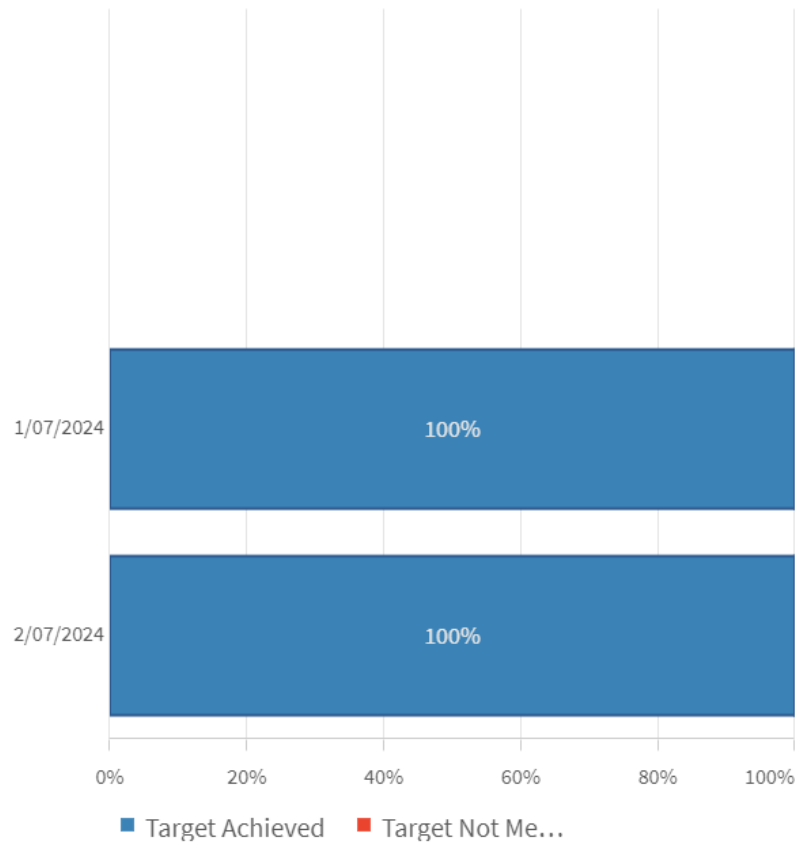


Avg Days to Grant by Month



24/25 –

2024/2025 Target Achieved



Granted QTY



### Avg Days to Grant by Month

