



Waitaki

DISTRICT COUNCIL
TE KAUNIHERA Ā ROHE O WAITAKI

Notice of Meeting of

Council

at the

**Council Chamber, Council HQ
20 Thames Street, Oamaru**

at

9am, Wednesday 26 October 2016

***In the interests of the environment and to help reduce photocopying costs,
please bring your Council agenda with you to the meeting***

www.waitaki.govt.nz

Waitaki District Council Meeting

9am, Wednesday 26 October 2016

**Council Headquarters, Council Chambers
3rd Floor, 20 Thames Street, Oamaru**

Apologies

Declarations of Interest

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"That the public be excluded from the following parts of the proceedings of this meeting, namely items 12 and 13.

The general subject of each matter to be considered while the public is excluded; the reasons for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter - Section 48(1)
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Public Excluded:

- Confirmation of public excluded minutes – Council 14 September 2016
- Confirmation of public excluded minutes – Assets Committee 31 August 2016
- Freeholding of Endowment Land

To protect the privacy of natural persons.

Section 48(1)(a).

(The disclosure of the information would cause unnecessary personal embarrassment to the persons concerned).

To enable the Council to carry out commercial negotiations without prejudice or disadvantage.

Section 48(1)(a)

(Premature disclosure of the information would detrimentally affect the Council's position in the negotiations).

These resolutions are made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of the Act or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by holding of the whole or the relevant part of the proceedings of the meeting in public are as shown above (in brackets) with respect to each item."

11. Confirmation of Minutes

- Council - 14 September 2016
- Assets Committee – 31 August 2016

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12. Freeholding of Endowment Land

- Report and Recommendation

57-59

Waitaki District Council

Extraordinary Council

Minutes of a meeting of the Waitaki District Council held in the Council Chamber, Council HQ, 20 Thames Street, Oamaru at 9.00am on Wednesday 5 October 2016

Present Mayor Kircher (Chair), Crs Perkins, Dennison, Garvan, Hope, Hopkins, Kingan, Percival, Slee, Tavendale and Wollstein

Apologies

In Attendance Mr Ross (Chief Executive)
Mr Jorgensen (Assets Group Manager)
Dr Cloete (Community Services Group Manager)
Mr Mabon (Customer Services Group Manager)
Mr Hope (Chief Financial Officer)
Mr Roesler (Policy & Communications Manager)
Mr Wells (Accounting Manager, Item 3 only)
Mrs Finnerty (Acting Committee Secretary)

Declarations of Interest

There were no declarations of interest.

1. Public Forum

No one attended public forum.

2. Confirmation of Minutes

RESOLVED

WDC16/262

Crs Hopkins/Tavendale

"That Council confirms minutes, with amendment from 14 September 2016 Council meeting."

CARRIED

3. Pre-Audit Draft Annual Report for the Year Ended 30 June 2016

Council is required to produce an Annual Report that meets the requirements of s98 of the Local Government Act 2002. It is required to have this audited and adopted by 31 October 2016. As this date falls after the local body elections it was decided to present the Draft Annual Report "as is" to inform this Council of the likely result for the year.

RESOLVED

WDC16/263

Crs Hopkins/Tavendale

"That Council receive the information."

CARRIED

4. Warrants of Appointment

RESOLVED

WDC16/264

Crs Hopkins/Tavendale

That Council resolves as follows:

1. Waitaki District Council hereby appoints **Karthik Panuganti** as:

- a) An 'Enforcement Officer' under Section 177 of the Local Government Act 2002 with authority to exercise the following powers:
 - i) Entry of private land (s171);
 - ii) Entry for enforcement purposes (s172);
 - iii) Entry in cases of emergency (s173); and
 - iv) Authority to act (s174).
 - b) An 'Enforcement Officer' under Section 38 of the Resource Management Act 1991 with authority to exercise all the powers of an Enforcement Officer under the Resource Management Act 1991, and in particular the following powers:
 - i) Avoid, Remedy or Mitigate Adverse Effects (s17);
 - ii) Acquire Information (s22);
 - iii) Issue an Abatement Notice (s322);
 - iv) Carry out, at any reasonable time, inspections of any place or structure (except a dwelling house) (s332);
 - v) Issue an excessive noise direction (s327);
 - vi) Enter private land to ensure compliance with an excessive noise direction (s328);
 - vii) Take preventative or remedial action (s330);
 - viii) Enter for survey (s333);
 - ix) Seize property (s323) & (s328); and
 - x) Return property (s336).
 - c) A 'Dog Control Officer' under Section 11 of the Dog Control Act 1996 with authority to exercise all the powers of a Dog Control Officer under the Dog Control Act 1996, and in particular the following powers:
 - i) Enter land or premises (except dwellinghouse) to inspect dog (s14)
 - ii) Seize and remove dog to provide food and shelter (s14)
 - iii) Request information about dog owner (s19)
 - iv) Request information about dog (s19)
 - v) Remove dog from land or premises in relation to barking dog (s55)
 - vi) Enter land, premises or dwellinghouse in relation to dog attack (s57)
 - vii) Seize or destroy dog in relation to dog attack (s57)
 - viii) Issue infringement notice (s66).
 - d) An 'Enforcement Officer' under Section 32 of the Freedom Camping Act 2011 with all the powers of an Enforcement Officer under the Freedom Camping Act 2011, and in particular the following powers:
 - i) Issue infringement notices for offences (s27);
 - ii) Require certain information (s35);
 - iii) Require certain persons to leave the area (s36); and
 - iv) Seize or impound certain property (s37).
2. Waitaki District Council hereby appoints **Vinod Kasturi** as:
- a) An 'Enforcement Officer' under Section 177 of the Local Government Act 2002 with authority to exercise the following powers:
 - i) Entry of private land (s171);
 - ii) Entry for enforcement purposes (s172);
 - iii) Entry in cases of emergency (s173); and
 - iv) Authority to act (s174).
 - b) An 'Enforcement Officer' under Section 38 of the Resource Management Act 1991 with authority to exercise all the powers of an Enforcement Officer under the Resource Management Act 1991, and in particular the following powers:
 - i) Avoid, Remedy or Mitigate Adverse Effects (s17);
 - ii) Acquire Information (s22);
 - iii) Issue an Abatement Notice (s322);
 - iv) Carry out, at any reasonable time, inspections of any place or structure (except a dwelling house) (s332);
 - v) Issue an excessive noise direction (s327);

- vi) Enter private land to ensure compliance with an excessive noise direction (s328);
- vii) Take preventative or remedial action (s330);
- viii) Enter for survey (s333);
- ix) Seize property (s323) & (s328); and
- x) Return property (s336).
- c) A 'Dog Control Officer' under Section 11 of the Dog Control Act 1996 with authority to exercise all the powers of a Dog Control Officer under the Dog Control Act 1996, and in particular the following powers:
 - i) Enter land or premises (except dwellinghouse) to inspect dog (s14)
 - ii) Seize and remove dog to provide food and shelter (s14)
 - iii) Request information about dog owner (s19)
 - iv) Request information about dog (s19)
 - v) Remove dog from land or premises in relation to barking dog (s55)
 - vi) Enter land, premises or dwellinghouse in relation to dog attack (s57)
 - vii) Seize or destroy dog in relation to dog attack (s57)
 - viii) Issue infringement notice (s66).
- d) An 'Enforcement Officer' under Section 32 of the Freedom Camping Act 2011 with all the powers of an Enforcement Officer under the Freedom Camping Act 2011, and in particular the following powers:
 - i) Issue infringement notices for offences (s27);
 - ii) Require certain information (s35);
 - iii) Require certain persons to leave the area (s36); and
 - iv) Seize or impound certain property (s37)."

CARRIED
Against Cr Percival

5. Electric Vehicles Charging Points

This memorandum outlined the proposal from Network Waitaki to the Rooding Manager seeking approval to install Electric Vehicle (EV) charging stations at specific locations within Waitaki District, and identifies implications.

RESOLVED
WDC16/266

Crs Kingan/Tavendale
"That Council receives and reviewed the information."

CARRIED

6. Biodiversity Condition Fund

The Council is confident that the processes and criteria used for assessing funding applications are sufficiently objective and appropriately weighted to ensure outcomes consistent with the Waitaki Indigenous Biodiversity Strategy and that the Grants and Awards Committee can engage meaningfully in the decision making process.

RESOLVED
WDC16/267

Crs Hopkins/Hope
"That Council:

1. Accept the proposed amendments to s3.05.11 of the Register of Delegations to Elected Members to enable the Grants and Awards Committee to meet three times annually to receive and approve applications to the Biodiversity Fund.
2. Endorse the Biodiversity Coordinator taking a proactive approach to facilitating applications for the fund and assisting applicants to prepare their applications.
3. Approves the proposed assessment criteria and weighting as set out in Table 1 to this report

4. Include a mechanism to manage minor applications to the Biodiversity Fund in the delegations for the Grants and Awards Committee.
5. That the criteria for assessment included in the report be adopted for Biodiversity Fund application assessment."

CARRIED

7. Waitaki District Health Services Limited - Annual Report

Mr George Berry (Chair of the Board) and Mr Robert Gonzales (Chief Executive Officer) were in attendance to present the audited Waitaki District Health Services Annual Report for 2015/16 and to present a resolution for the receipt of the report and the appointment of auditors, such resolution being in lieu of a shareholders meeting.

RESOLVED

WDC16/268

Crs Tavendale/Hopkins

"That Council:

1. Receives the Waitaki District Health Services Ltd 2015/16 Annual Report.
2. Authorises the Mayor and Chief Executive to sign the resolution pursuant to Section 122 of the Companies Act 1993 in lieu of the Annual General Meeting of shareholders of Waitaki District Health Services Ltd."

CARRIED

Mayor Kircher noted that Mr Berry was retiring from the Board at the end of 2016 and thanked him for his service to the company, noting he has been on the Board since 1998 when the company was formed. He also acknowledged the work of the Directors during the year, particularly noting the work on the retirement home and with the Southern District Health Board.

Meeting adjourned at 10.19am and reconvened at 10.35am

8. Omarama Airfield Annual Report

Bill Gordon and Clive Geddes were in attendance to present the audited Omarama Airfield Ltd (OAL) Annual Report for 2015/16 and to present a resolution for the receipt of the report and the appointment of auditors, such resolution being in lieu of a shareholders meeting.

Cr Dennison left the meeting at 10.42am and returned at 10.43am

Mr Gordon noted that this might be the last time he addresses the Council as Chair of the Board and thanked the Council and officers for their support. Mayor Kircher thanked Mr Gordon, and the directors for their time and efforts for the airfield.

RESOLVED

WDC16/269

Crs Kingan/Wollstein

"That Council:

1. Receives the Omarama Airfield Ltd 2015/16 Annual Report.
2. Authorises the Mayor and Chief Executive to sign the resolution pursuant to Section 122 of the Companies Act 1993 in lieu of the Annual General Meeting of shareholders of Omarama Airfield Ltd."

CARRIED

9. Tourism Waitaki Limited Annual Report

The Board were in attendance to present the Tourism Waitaki Limited Annual Report for 2015/16, and to present a resolution for the receipt of the report and the appointment of auditors, such resolution being in lieu of a shareholders meeting.

RESOLVED
WDC16/270

Crs Dennison/Hope

"That Council:

1. Receives the 2015/16 Annual Report of Tourism Waitaki Limited.
2. Authorises the Mayor and Chief Executive to sign the resolution pursuant to Section 122 of the Companies Act 1993 in lieu of the Annual General Meeting of shareholders of Tourism Waitaki Limited."

CARRIED

10. Whitestone Contracting Limited Annual Report

The objective of this report is to present the audited Whitestone Contracting Limited Annual Report for 2015/16 and to present a resolution for the receipt of the report and the appointment of auditors, such resolution being in lieu of a shareholders meeting. Members of the Board were in attendance for this item.

Mr Walker Chair, announced the dividend of \$700,000 for the Shareholder. Mayor Kircher congratulated the company on the good year that they have had.

RESOLVED
WDC16/271

Crs Tavendale/Slee

"That Council

1. Receive the 2015/16 Annual Report of Whitestone Contracting Limited.
2. Authorise the Mayor and Chief Executive to sign the resolution pursuant to Section 122 of the Companies Act 1993 in lieu of the Annual General Meeting of shareholders of Whitestone Contracting Limited."

CARRIED

Mayor Kircher acknowledged the retiring Councillors Dennison, Slee and Hope – thanking them for their efforts and service to the Council.

Meeting adjourned at 11.35am and reconvened at 2.02pm

RESOLVED
WDC16/272

Crs Hopkins/Dennison

"That the public be excluded from the following part of the proceedings of this meeting, namely:

- Confirmation of Minutes – Council 14 September 2016
- Hampden Campground."

CARRIED

"The general subject of each matter to be considered while the public is excluded; the reasons for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter - Section 48(1)
Public Excluded:	
<ul style="list-style-type: none"> • Confirmation of Minutes – Council 14 September 2016 • Hampden Campground 	<p>To protect the privacy of natural persons. Section 48(1)(a) (The disclosure of the information would cause unnecessary personal embarrassment to the persons concerned).</p> <p>To enable the Council to carry out commercial negotiations without prejudice or disadvantage. Section 48(1)(a)</p>

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter - Section 48(1)
	(Premature disclosure of the information would detrimentally affect the Council's position in the negotiations).

These resolutions are made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of the Act or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by holding of the whole or the relevant part of the proceedings of the meeting in public are as shown above (in brackets) with respect to each item."

Refer to Public Excluded Minutes

RESOLVED
WDC16/275

Crs Hope/Dennison
"That Council resumes in open meeting and decisions made in public excluded session are confirmed and made public as and when required and considered."

CARRIED

There being no further business the Chairman declared the meeting closed at 2.11pm.

Confirmed on this day, 26 October 2016 at Waitaki District Council Chambers, Oamaru.

Chief Executive

Waitaki District Council

Council

Minutes of the Inaugural Meeting of the Tenth Waitaki District Council held in the Empire Room, Oamaru Opera House, Thames Street, Oamaru on Wednesday 19 October 2016 at 11.15am

Present Mayor Kircher, Crs Dawson, Garvan, Holding, Hopkins, Kingan, Percival, Perkins, Tavendale, Wheeler and Wollstein

Apologies

In Attendance Mr Ross (Chief Executive)
Mr Jorgensen (Assets Group Manager)
Dr Cloete (Community Services Group Manager)
Mr Hope (Chief Financial Officer)
Mrs Baillie (Human Resources Manager)
Mr Roesler (Policy and Communications Manager)
Mrs Finnerty (Committee Secretary)

The Ceremony commenced with the National Anthem led by Waitaki Girls High School Choir.

1. Welcome and Introduction

The Chief Executive welcomed the newly elected Mayor, Councillors and members of the public to the Declaration Ceremony.

2. Declaration by the Mayor

Mayor Kircher made his declaration. Mr Ross presented the Mayoral Chains to Mayor Kircher.

3. Declaration by Councillors

The Mayor invited the elected members to make their declarations:

Cr Dawson	Cr Percival
Cr Garvan	Cr Perkins
Cr Holding	Cr Tavendale
Cr Hopkins	Cr Wheeler
Cr Kingan	Cr Wollstein

The declarations were made and signed by each Councillor and witnessed by the Chief Executive.

4. Address by the Mayor

Mayor Kircher addressed the public and thanked all those who had supported him and those present.

The ceremony was concluded with Waitaki Girls High School Choir singing 'Pokarekare ana'.

The meeting adjourned at 11.45am.

The meeting reconvened in the Council Chamber, Council HQ at 1.15pm

Waitaki District Council**Council****Minutes of the Adjourned Inaugural Meeting of the Tenth Waitaki District Council held in the Council Chamber, 20 Thames Street, Oamaru on Wednesday 19 October 2016 at 1.15pm**

Present Mayor Kircher, Crs Dawson, Garvan, Holding, Hopkins, Kingan, Percival, Perkins, Tavendale, Wheeler and Wollstein

Apologies

In Attendance Mr Ross (Chief Executive)
Mr Jorgensen (Assets Group Manager)
Dr Cloete (Community Services Group Manager)
Mr Hope (Chief Financial Officer)
Mr Roesler (Policy and Communications Manager)
Mrs Finnerty (Acting Committee Secretary)

1. Election Report

The purpose of this is to provide Council with the results of the 2016 local authority elections conducted in the Waitaki District.

RESOLVED
WDC16/276 Crs Tavendale/Hopkins
"That Council receives the information."

CARRIED

3. Explanation of Legislation

The purpose of this memorandum is to provide the general explanation of the Acts as required under the Local Government Act 2002.

RESOLVED
WDC16/277 Crs Wollstein/Kingan
"That Council receives the information."

CARRIED

4. Appointment of Deputy Mayor

Council considered a report from the Chief Executive outlining the process of appointing or electing a Deputy Mayor under section 41A (3) (a) of the Local Government Act 2002.

Mayor Kircher nominated Cr Tavendale as Deputy Mayor.

RESOLVED
WDC16/278 Mayor Kircher/Perkins
"That Council appoints Cr Melanie Tavendale to the position of Deputy Mayor."

CARRIED

5. First Meeting of Council 26 October 2016

The purpose of this report is to fix the date and time of the first Council meeting – 9.00am, 26 October 2016. Subject to Council agreeing the recommendation, further advice and a proposed meeting schedule up to 31 January 2017 will be presented at the 30 November Council meeting.

RESOLVED

WDC16/279

Crs Hopkins/Tavendale

"That Council sets the date and time of the first Council meeting as 9.00am, 26 October 2016."

CARRIED

6. Minute of Appreciation

Council considered a report from the Chief Executive to record a minute of appreciation to the outgoing Councillors and Community Board members.

RESOLVED

WDC16/280

Crs Dawson/Hopkins

"Minutes of appreciation to outgoing Councillors and Community Board members were recorded:

1. Records its sincere thanks to Kathy Dennison for the loyal and conscientious service given to the District as a member of the Waitaki District Council for eight years, 2008-2016. It further acknowledges the ten years (1998-2008) service previously as a Councillor and a Waihemo Community Board member, noting that this represents a total of 18 years of service. Council also congratulates Kathy on her election to the Waihemo Community Board for the 2016-2019 triennium.
2. Records its sincere thanks to Sally Hope for the loyal and conscientious service given to the District as a member of the Waitaki District Council for six years, 2010 - 2016.
3. Records its sincere thanks to June Slee for the loyal and conscientious service given to the district as a member of the Waitaki District Council for three years, 2013 – 2016.
4. Records its sincere thanks to Geoff Foote for the loyal and conscientious service given to the District as a member of the Waihemo Community Board for the four years 2012-2016, including three years as Chair 2013-2016.
5. Records its sincere thanks to Jane Carlyon for the loyal and conscientious service given to the District as a member of the Waihemo Community Board for three years 2013 – 2016.
6. Records its sincere thanks to Michael Blackstock for the loyal and conscientious service given to the District as a member of the Ahuriri Community Board nine years 2007 - 2016."

CARRIED

There being no further business, Mayor Kircher declared the meeting closed at 1.48pm.

Confirmed this 30 day of November 2016

Chairman

Waitaki District Council

Assets Committee

Minutes of Assets Committee Meeting of the Waitaki District Council held in the Council Chamber, Council HQ, Thames Street, Oamaru on Wednesday 31 August 2016 at 11.31am

Present	Mayor Kircher, Crs Kingan (Chair), Dennison, Garvan, Hopkins, Percival
Apologies	Cr Perkins
Leave of Absence	Cr Slee
In Attendance	Cr Tavendale Cr Wollstein Cr Hope Mr Ross (Chief Executive) Mr Jorgensen (Assets Group Manager) Mr Mabon (Customer Services Group Manager) Dr Cloete (Community Services Group Manager) Mr Roesler (Policy & Communications Manager) Mrs Tanner (Policy Officer-Governance)

Declarations of Interest

There were no declarations of interest.

RESOLVED

AC16/046

Crs Hopkins/Garvan

"That the Committee accepts an apology from Cr Perkins for absence."

CARRIED

1. Confirmation of Meeting Minutes

RESOLVED

AC16/047

Crs Hopkins/Percival

"That the Committee confirms the minutes of the Assets Committee meeting dated 20 July 2016."

CARRIED

2. Waitaki Resource Recovery Trust (WRRT) Redevelopment Funding

To allocate funding for the redevelopment of the Waitaki Resource Recovery Trust Chelmer Street Resource Recovery Park.

Mr Shane Kirk from Top 10 Holiday Park attended the meeting. Top 10 Holiday Park are experiencing problems with loud noise from glass hitting glass at the Resource Recovery Trust Park. There are also issues with unpleasant odours from the Recovery Park.

Dave Clare from WRRT gave a presentation on the Recovery Trust's redevelopment.

RESOLVED

AC16/048

Crs Hopkins/Garvan

"That the Assets Committee recommend that Council:

1. Fund approved redevelopment of the Waitaki Resource Recovery Trust Chelmer Street Resource Recovery Park to a maximum budget sum of \$285,000 from the refuse collection reserve."
2. Asks officers to present a report to Council on options that would enable effects upon the amenity values of the surrounding residential zone be avoided, remedied or mitigated."

CARRIED

AGAINST Cr Percival

Meeting adjourned at 12.15pm and reconvened at 1.00pm

Crs Garvan and Percival left the meeting at 12.15pm

Cr Garvan returned at 1.05pm and Cr Percival returned at 1.15pm

3. Road Stopping: Unnamed Road off 875 Georgetown-Pukeuri Road

To stop and dispose of an unformed road in the Waitaki district.

RESOLVED

AC16/049

Cr Hopkins/Mayor Kircher

"That the Assets Committee recommends that Council stops the Un-named Road off 875 Georgetown-Pukeuri Road described in the schedule and transfers the land to the adjoining owner."

CARRIED

4. Proposal to Stop Road – Unformed Portion of Arun Street, Oamaru

To stop and dispose of an unformed road in the Waitaki district.

RESOLVED

AC16/050

Cr Hopkins/Mayor Kircher

"That the Assets Committee recommends that Council stops portion of Arun Street, Oamaru described in the schedule and amalgamate with title to Council's adjoining land. A portion of that land (including the portion of Arun Street) is to be included in a sale of McKeown Group Limited."

CARRIED

5. Review of Procurement Strategy for Roothing 2015/18

This report details reasons for revising the 2010 Roothing Procurement Strategy and the changes that are proposed.

RESOLVED

AC16/051

Cr Hopkins/Mayor Kircher

"That the Assets Committee recommends that Council:

1. Approve the 2015 Draft Roothing Procurement Strategy with amendments for submission to the New Zealand Transport Agency for endorsement.
2. Adopt with amendments the 2015 Draft Procurement Strategy for Roothing activities upon endorsement from the New Zealand Transport Agency."

CARRIED

6. Regional Transport Committee: Feedback

This memorandum outlines the discussions held at the last Regional Transport Committee meeting held in Alexandra on 11 August 2016 which was attended by Cr Percival and Mr Voss.

RESOLVED

AC16/052

Crs Hopkins/Dennison

"That the Assets Committee receives the information."

CARRIED

7. Solid Waste Services – Waste Minimisation

The purpose of this memorandum is to update Councillors on the activities relating to Waste Minimisation.

RESOLVED

AC16/053

Crs Hopkins/Tavendale

"That the Assets Committee receives the information."

CARRIED

8. Assets Group Activity Report

The purpose of this memorandum is to inform the Assets Committee about the activities of the Assets Group.

RESOLVED

AC16/054

Crs Hopkins/Dennison

"That the Assets Committee receives the information."

CARRIED

RESOLVED

AC16/055

Mayor Kircher/Cr Hopkins

"That the public be excluded from the following part of the proceedings of this meeting, namely:

- Confirmation of Minutes – 20 July 2016
- Sale and Purchase of Endowment Land
- Ahuriri Lease"

CARRIED

"The general subject of each matter to be considered while the public is excluded; the reasons for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter - Section 48(1)
Public Excluded:	
<ul style="list-style-type: none"> • Confirmation of Minutes – 20 July 2016 • Sale and Purchase of Endowment Land • Ahuriri Lease 	<p>To protect the privacy of natural persons. Section 48(1)(a) (The disclosure of the information would cause unnecessary personal embarrassment to the persons concerned).</p> <p>To enable the Council to carry out commercial negotiations without prejudice or disadvantage. Section 48(1)(a) (Premature disclosure of the information would detrimentally affect the Council's position in the negotiations).</p>

These resolutions are made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of the Act or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by holding of the whole or the relevant part of the proceedings of the meeting in public are as shown above (in brackets) with respect to each item."

Refer to Public Excluded Minutes

RESOLVED

AC16/059

Crs Hopkins/Garvan

"That Council resumes in open meeting and decisions made in public excluded session are confirmed and made public as and when required."

CARRIED

There being no further business the Chairman declared the meeting closed at 1.36pm

Confirmed on this day, Wednesday 9 November 2016 at Waitaki District Council Chambers, Oamaru.

Chairman

Waitaki District Council

Community Services Committee

Minutes of Community Services Committee Meeting of the Waitaki District Council held in the Council Chamber, Council HQ, Thames Street, Oamaru on Wednesday 31 August 2016 at 10.52am

Present	Mayor Kircher (Chair), Crs Garvan, Hope, Hopkins, Tavendale, Wollstein
Apologies	Cr Perkins
Leave of Absence	Cr Slee
In Attendance	Cr Kingan Cr Percival Cr Dennison Mr Ross (Chief Executive) Mr Jorgensen (Assets Group Manager) Dr Cloete (Community Services Group Manager) Mr Mabon (Customer Services Group Manager) Mr Roesler (Policy & Communications Manager) Mrs Tanner (Policy Officer – Governance)

Declarations of Interest

There were no declarations of interest.

RESOLVED

CSC16/016

Crs Tavendale/Hopkins

"The Committee accepts apologies for absence from Cr Perkins."

CARRIED

1. Confirmation of Meeting Minutes

RESOLVED

CSC16/017

Crs Hopkins/Tavendale

"The Committee confirms the minutes of the Community Services Committee meeting dated 20 July 2016."

CARRIED

2. BMX Track Funding

To support completion of a BMX track for community recreation use.

RESOLVED

CSC16/018

Crs Hopkins/Tavendale

"Community Services Committee recommends that Council approves:

1. Construction of the proposed carpark from its landfill rehabilitation budget to a maximum of \$15,000.
2. Up to \$20,000 from RMA funding toward the construction of the BMX track.
3. Venture Waitaki to sell sponsorship and naming rights to fundraise for the track development.
4. Venture Waitaki's proposal to develop the track.
5. Council maintaining the surrounding vegetation and carpark.
6. Entering into a Memorandum of Understanding with a BMX club (to be formed) that will maintain the track."

CARRIED

Cr Garvan left the meeting at 11.26am and returned at 11.28am

3. Community Services Group Activity Report Period Ending 12 August 2016

The purpose of this memorandum is, for the period ending 12 August (2 July to 12 August), to inform the Committee about the activities of the Community Services Group.

RESOLVED
CSC16/019

Crs Hopkins/Tavendale
"The Committee receives the information."

CARRIED

There being no further business the Chairman declared the meeting closed at 11.30am.

Confirmed on this day, Wednesday 9 November 2016 at Waitaki District Council Chambers, Oamaru.

Chairman

Waitaki District Council

Customer Services Committee

Minutes of Customer Services Committee Meeting of the Waitaki District Council held in the Council Chamber, Council HQ, Thames Street, Oamaru on Wednesday 31 August 2016 at 10.22am

Present Mayor Kircher, Crs Dennison (Chair), Hope, Kingan, Percival, Tavendale, Wollstein

Apologies

In Attendance Cr Hopkins
Cr Garvan
Mr Ross (Chief Executive)
Mr Jorgensen (Assets Group Manager)
Dr Cloete (Community Services Group Manager)
Mr Mabon (Customer Services Group Manager)
Mr Roesler (Policy & Communications Manager)
Mrs Tanner (Policy Officer-Governance)

Declarations of Interest

There were no declarations of interest.

RESOLVED
CUS16/017

Crs Hope/Kingan
"That apology for absence be received from Cr Percival for lateness."

CARRIED

Cr Percival arrived at the meeting at 10.25am

1. Confirmation of Meeting Minutes

RESOLVED
CUS16/018

Cr Tavendale/Kingan
"That the Committee confirms the minutes of the Customer Services Committee meeting dated 20 July 2016."

CARRIED

2. Draft Waitaki District Responsible Freedom Camping Bylaw 2016 – changes resulting from submissions

The proposed changes to the Draft Waitaki District Responsible Freedom Camping Bylaw 2016 have resulted from a hearing and the consideration of submissions received on the draft bylaw.

RESOLVED
CUS16/019

Crs Tavendale/Wollstein

"That the Customer Services Committee recommends:

1. That Council receives the further section 11 analysis addressing the perceived problems in relation to each of the reserve areas managed by Council under the Waitaki Reserves Management Plan 2014 as set out in Attachment 2.
2. That Council accepts the proposed changes to the Draft Waitaki District Responsible Freedom Camping Bylaw 2016 as set out in Attachment 3.
3. That Council records that, having regard to section 155 of the Local Government Act 2002 and section 11(2) of the Freedom Camping Act 2011;

- a. A bylaw is necessary to protect the lands, health and safety of people, or access to the area as set out in the Statement of Proposal and identified in that schedule, and the further section 11 analysis as set out in Attachment 2.
 - b. The Waitaki District Responsible Freedom Camping Bylaw 2016 in its recommended form in Attachment 4 is considered the most appropriate and proportionate way of addressing the perceived problems in relation to each of the areas; and
 - c. The Waitaki District Responsible Freedom Camping Bylaw 2016 in its recommended form in Attachment 4 is not inconsistent with the New Zealand Bill of Rights Act 1990.
4. That Council adopt the Waitaki District Responsible Freedom Camping Bylaw 2016 (as set out in Attachment 4) including grammatical amendments as tabled."

CARRIED

Mayor Kircher left the meeting at 10.38am and returned at 10.40am

3. Customer Services Group Activity Report – Period Ending 31 August 2016

The purpose of this memorandum is to inform the Committee about the activities of the Customer Services Group.

RESOLVED
CUS16/020

Crs Kingan/Wollstein

"That the Customer Services Committee receives the information."

CARRIED

There being no further business the Chairperson declared the meeting closed at 10.50am.

Confirmed on this day, Wednesday 9 November 2016 at Waitaki District Council Chambers, Oamaru.

Chairperson

Waitaki District Council

Finance, Audit and Risk Committee

Minutes of Finance, Audit and Risk Committee meeting of the Waitaki District Council held in the Council Chamber, Council HQ, Thames Street, Oamaru on Wednesday 5 October 2016 at 1pm

Present: Mayor Kircher, Crs Wollstein (Chair), Dennison, Garvan, Hope, Hopkins

Apology:

In Attendance: Cr Kingan
 Cr Percival
 Cr Perkins
 Cr Tavendale
 Mr Ross (Chief Executive)
 Dr Cloete (Community Services Group Manager)
 Mr Jorgenson (Assets Group Manager)
 Mr Mabon (Customer Services Group Manager)
 Mr Roesler (Policy and Communications Manager)
 Mr Wells (Accounting Manager)
 Mrs Baillie (Human Resources Manager) – For Item 8
 Mrs Finnerty (Acting Committee Secretary)

Declarations of Interest

There were no declarations of interest.

1. Confirmation of Minutes

RESOLVED
 FAR16/054

Crs Hopkins/Garvan
 "That the Finance, Audit and Risk Committee confirms the minutes of the meeting dated 24 August 2016."

CARRIED

2. Chief Financial Officer Update – September 2016

This memorandum provides an update to the committee on various finance related matters.

RESOLVED
 FAR16/055

Crs Hopkins/Dennison
 "That the Finance, Audit and Risk Committee receives the information."

CARRIED

3. Second Quarter 2016-17 Treasury Strategy

To report on Council's proposed Investment Strategy for the first quarter of the 2016-17 financial year.

RESOLVED
 FAR16/056

Crs Hopkins/Dennison
 "That the FAR committee recommends that Council:
 1. Adopts the proposed Treasury Strategy for the second quarter of the 2016/17 financial year, continuing the use of term deposit facilities for

- terms between 7 days and 12 months, dependent on short-term operational cash requirements and on achieving target interest rates;
2. Amends the Treasury Strategy to lower the required credit rating for banks that Council can place funds with from AA to A and allows funds to a maximum of \$1m to be placed with any New Zealand based institution that meets this criteria."

CARRIED

4. Investment Policy Review Process

To outline the issues that are driving the need for a review of the Investment Policy and the changes in strategy that could result from this review.

RESOLVED

FAR16/057

Cr Dennison/Mayor Kircher

"That the FAR Committee:-

- 1 Confirms the desire to consider a greater range of investment options.
- 2 Instructs officers to identify and select a suitable third party investment advisor to assist with the development of a revised Investment Policy and Investment Strategy.
- 3 Notes that the timetable for this review will be set as part of overall work programme for the next triennium."

CARRIED

5. Shared Internal Audit Service Report

To pass on to the committee the findings as they relate to Waitaki from the shared internal audit service Deloitte provide to a number of South island Councils.

RESOLVED

FAR16/058

Crs Garvan/Dennison

"That the Finance, Audit and Risk Committee receives the information."

CARRIED

6. Fraud Policy

A Fraud Policy has been developed and adopted by the Executive Team, this was presented to the Committee for their information.

RESOLVED

FAR16/059

Crs Garvan/Hope

"That the Finance, Audit and Risk Committee receives the information."

CARRIED

7. Procurement Policy

A Procurement Policy has been developed and adopted by the Executive Team, this was presented to the Committee for their information.

Cr Dennison left the meeting at 1.50pm and returned 1.53pm

RESOLVED

FAR16/060

Mayor Kircher/Cr Hopkins

"That the committee recommends that a Procurement Policy be considered and adopted by the incoming Council."

CARRIED

RESOLVED
FAR16/061

Cr Hope/ Mayor Kircher

"That Finance produces a report listing suppliers that Council spends more than \$50,000 with and report this to the Finance, Audit and Risk committee."

CARRIED

8. Health & Safety Update

The Human Resources Manager updated the Committee on the Year to Date statistics for Near Misses and Incidents, and the current risks and priorities.

RESOLVED
FAR16/062

Crs Hopkins/Dennison

"That the Finance, Audit and Risk Committee receive the information."

CARRIED

There being no further business the Chairman declared the meeting closed at 2.00pm.

Confirmed on this day, 9 November 2016 at Waitaki District Council Chambers, Oamaru.

Chairman

Waitaki District Council Report

From Committee Secretary

Date 26 October 2016

Recommendation from Finance, Audit and Risk Committee Meeting 5 October 2016

Second Quarter 2017-17 Treasury Strategy

RESOLVED
FAR16/056

Crs Hopkins/Dennison

"That the FAR committee recommends that Council:

1. Adopts the proposed Treasury Strategy for the second quarter of the 2016/17 financial year, continuing the use of term deposit facilities for terms between 7 days and 12 months, dependent on short-term operational cash requirements and on achieving target interest rates;
2. Amends the Treasury Strategy to lower the required credit rating for banks that Council can place funds with from AA to A and allows funds to a maximum of \$1m to be placed with any New Zealand based institution that meets this criteria."

CARRIED

Elly Finnerty
Committee Secretary



Paul Hope
Chief Financial Officer

Waitaki District Council Memorandum

From Mayor Gary Kircher

Date 26 October 2016

Mayor's Report

Recommendation

That Council receives the information.

Purpose

The following comments are provided to bring Councillors and the public up to date with a number of issues that have arisen since the last Council meeting.

What's been happening?

The new term has now started, and with it we get several new faces around our Council table. Or more precisely, two new ones (Jan Wheeler and Jeremy Holding,) and one "recycled Councillor" in the form of Cr Craig Dawson who previously served in the 2010-2013 term. We also welcome two new Community Board members (Carol Watson and Tony Chapman) and have Kathy Dennison continue her involvement with Council as a Community Board member after stepping down from her Councillor role.

I'd like to take the opportunity to say congratulations and welcome, to the re-elected and newly-elected members.

I'm very pleased with the people that the voters have given us. I am confident that we have the makings of a strong team for the term ahead of us, and that we have a solid mandate to keep progressing the various issues that we have been – improving efficiency and effectiveness of Council, improving our customer service. Although we have only had around 50% turnout, I believe that in itself is a sign that the voters do not see a need for major change, though we are all very aware of some key areas that we want to improve such as roading. Overall, this promises to be a very good term as we deal with the issues, and step up to the challenges and opportunities!

The new term

I have already been meeting with each of the Councillors individually, looking at what they want to be involved in this term. We're putting together a draft committee structure and membership list, and hope that we can adopt most of these on the 26th of October. The main committees will be adopted later in November as we settle on their duties and delegations. I'm keen to share responsibilities and workloads as evenly as possible, according to interests and attributes, and expect to have a structure that supports that goal.

Youthline Launch

Youthline is a very important service dealing with some very difficult issues facing our young people – mental illness, social exclusion, and suicide. The service has opened an office in Oamaru, thanks to the work and funding of a number of people and organisations. It has been a much-needed service as all too many of our young people struggle with these issues. I'm confident that the service will help save lives, as Youthline have done elsewhere. I want to publically express my gratitude to all involved in getting the service up and running in Waitaki, and I wish them every success!



Jason McCoy (Oamaru Police) and Helen Webster (Otago Community Trust)



Kate Mossman (board member of Youthline)

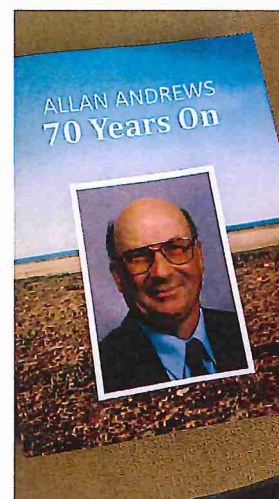
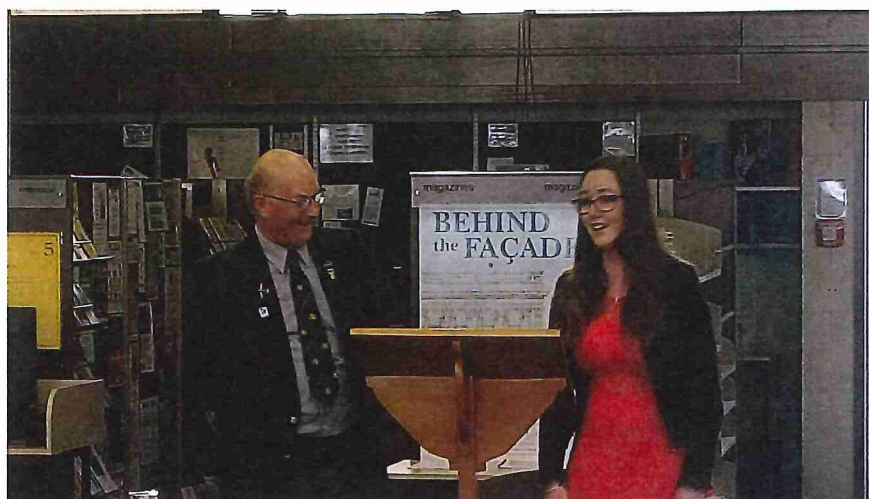
More Economic Growth

I had the honour of opening the new distribution warehouse for Crombie and Price. This is another obvious sign of the commercial building boom we are experiencing, based on a strong economy and high confidence in the future of Waitaki. Mr Bevan Crombie is one of life's true gentlemen, and it was such a privilege to be part of this occasion where he was able to bring to fruition yet another of his goals. He's had many over the decades and this latest expansion is a real credit to him. It certainly underlines the company's commitment to Oamaru and underlines their commitment to growing our economy and employment into the future.



Pioneering families

I've known Allan Andrews for about 10 or 15 years, and was very pleased to be able to officially launch his memoirs at Oamaru's public library recently. It is an interesting read, telling stories that many local farming families can identify with – the early days of struggling to find water to sustain family and animals through tough droughts, dealing with the plagues of rabbits, working long hours to get stock and produce to markets over fairly rudimentary roads and more. On top of that, Allan dealt with the ordeal of cancer, both with family members and surviving it himself. That's the reason that he is donating \$5 from each book to the Cancer Society. All in all, it was a very good insight into the life of a man born into a farming family during wartime, and the challenges and changes that life thrust upon him. Sharing in the launch was another of those humbling experiences that come with being Mayor.



Waitaki delicacies

Jim O’Gorman has built a reputation for his organic market garden, and supplies produce to royalty and to some of our best restaurants. He has made it a mission to get his block of land in Kakanui to be as productive as possible, and he gave me a tour recently. One of the topics we discussed, was the issue of green waste, and how it might be turned into more of a resource. We are facing the closure of Oamaru’s landfill, and with it, an end to a cheap repository of green waste where it is used as capping material. Jim’s proposal is to get that green waste from urban gardens, and through composting, add it to farmland to build greater organic mass. It is a proposal that I believe is worth investigating, and it could be a win/win for those involved. We will see where that discussion goes...

On a tastier note, Jim kindly gave me some early Jersey Bennes which I enjoyed that evening with the obligatory dash of butter – absolutely delicious!



Appreciating our volunteers

We all know and appreciate our many volunteers throughout Waitaki. One of the semi-regular events I get invited to is the acknowledgement of the effort that some of our most dedicated volunteers make to keep us, and our property safe. I had two such events in September with awards nights for the Oamaru and Kurow St John Brigades, and for the Oamaru Fire Brigade. I get to thank those volunteers for all that they do, with significant levels of training and many hours of service. Both Services acknowledge the length of service that their members have given, from 3 years upwards. In the case of the fire brigade, the event marked 25 years of service by Quinton McIntosh, who was awarded his Gold Star. When you think of the considerable effort and dedication that culminates in this level of service to the community, you get an idea of the benefit they bring to our Waitaki.



Out with the old

Work has almost finished on the second of the two movie sites from the financially-doomed Kingdom Come movie. This has been tricky work as the contractors work within strict conditions to ensure the cleanup has been successfully carried out without any impact of the environment. Congratulations again to Erik van der Spek and his team for their good work in achieving this, all at no cost to ratepayers.



Work proceeds at the Elephant Rocks site. Although this is private land, officers have assisted in getting the work coordinated and completed.

A brighter future

It has been some 7 or 8 years in the making, but a dream by local man, Stewart MacDonald is about to come to fruition with the lighting of the old quarry cliff beside the Oamaru Blue Penguin Colony. Mr MacDonald is making a financial contribution to the project which is covering most of the cost, with the remainder being given by other donors, including some of the labour by local contractors Graeme Clark and Steve McLeod. I am hoping to get a date very soon for the official light-up, as I write this.



Steve McLeod gets one of the lighting mounts in place.

Improving accessibility

As part of the ongoing work to improve accessibility for disabled people using our footpaths, the next lot of kerb crossings has been put in around some of the streets in the north end of Oamaru. It is excellent to see this work happening progressively, helping ensure more of our community is able to get around more easily.



Intersections along Taward St get modified to increase accessibility.

Relief at last

The public toilets at Roberts' Park in Oamaru's North End has received a long-awaited makeover. They have been the topic of numerous discussions as options were debated, including minor make-overs to full rebuilds. They certainly look the part now, with the old men's and women's sections being combined into three unisex toilets, including one disability toilet. Charlie McColl has been project managing the work and the result is a real credit to his work. Initial feedback indicates that users are very satisfied.



Charlie does a final inspection before the new toilets are officially christened.

Penguin fences

There's been a lot of negative media, both in traditional media and social media, after the appearance of new fences in the harbour area. As a result of some miscommunication, the work had gone ahead and came as a surprise to some staff and elected members. I was not shy in expressing my disappointment at what had happened and sought explanations. I have since met with Tourism Waitaki manager Jason Gaskill, and we came up with what we believe is a workable solution. As usage of the harbour area increases, and as tourism grows, there will be some angst along the way. This episode underlines the strong need to ensure that we are aware of what is going on in the area and that we have input into most matters there. It is my intention that the Harbour Area Committee will have good delegations to help make sure this type of incident doesn't occur too often, if at all.



Mr Gaskill talks to a RadioNZ reporter, about the fence and the controversy.

East Otago Field Days

The inaugural East Otago Field Days was held in unusually wet conditions, but that hasn't prevented it being hailed as a success. I was given the task of introducing Minister for Primary Industries, the Hon Nathan Guy. I referred to the couple of inches of mud underfoot, letting him know we were pleased to see it as it meant we had had a good drop of rain, much welcomed after the past two or three dry years in the area.

With over 100 exhibitors, the field days event was certainly well subscribed by the industry and congratulations must go to the organising committee, led by Paul Mutch. His small team has done a very good job, and is now looking forward to holding the event again next year. After the clean-up of the Palmerston Showgrounds anyway... Well done to all involved!



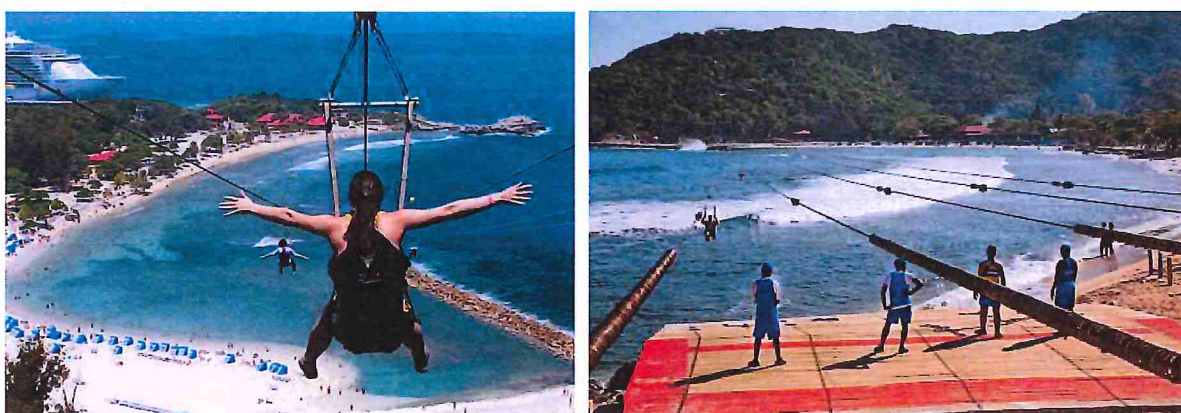
Photos: Minister for Primary Industries, Nathan Guy addresses the crowd. Cr Hopkins MC, Suzette from the Paul Henry Show talks to some of the Field Days visitors.

Tourism ventures

On the 7th of October, I hosted Select Contracts when they visited us to further their work on the adventure park/zipline proposal. We have commissioned them to do the business case for this possible tourism venture, and they were accompanied by one of the potential investors in the project. I took them on a short tour of the precinct and harbour area, but that turned into a longer tour than expected! They were amazed at the wide offering of things to see and do along the way, which all bodes well for the project. The zipline would likely be the first stage of the attraction, with a number of other elements being added in 2 or 3 further stages.

It is an exciting project which I am confident will be a major step change for our tourism industry. Not only do I expect it to add another attraction to what we offer those who visit us, I also believe it will bring many more people to Waitaki, who will stay longer and spend more. I see this attraction helping to expand the tourist season as we keep growing our offering. It will increase business for a range of existing operators, such as hospitality and accommodation providers.

I expect the study to be completed within the next month, and we will then do what it takes to find the private investment capital to make it work. This is an important opportunity for Waitaki that I'm very excited about! All in all, it is a fantastic time for our great district.



Property department activity continues to be strong, and I am pleased to be involved in a number of discussions which particularly relate to economic development opportunities for Waitaki. We will soon be asking for expressions of interest for visitor accommodation around the harbour, and Renee and I met with yet another interested party who wants to build such accommodation in the area.

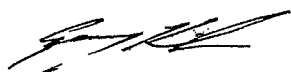
The Hamnak pipeline is also progressing as the team works on land access to put the pipeline through from Oamaru to Moeraki. It will make a big difference to the water quality, quantity and reliability, but sadly not all land owners see it quite the same way. The project team have been involved in numerous discussions with the land owners. I've been involved a little bit, and it is interesting to see some of the reasons why people don't want to allow access, or what they want before they do allow it. All the best to the team as they get on with this important job!

Meetings Attended:

5 September	Mayor and CEO catch up
5 September	Meeting with Derek Golding and Maddy Maxwell re film industry
5 September	Citizenship Ceremony
6 September	Meeting with Elim Church representatives
6 September	ARA Adult Learning Celebration & Graduation
6 September	Business meeting with Brent Baillie, Rainbow Confectionery
6 September	Chamber of Commerce Informal Candidate event
6 September	Chamber of Commerce Business Networking event
7 September	Meeting with Don Patterson
7 September	Youth Council
9 September	Visit to Flag Swamp School
9 September	McKeown Group 50 th Anniversary Celebration
11 September	Enfield Kakanui Catchment project sign unveiling
12 September	Mayor & CEO catch up
12 September	Meeting with Jason Gaskill, Tourism Waitaki
13 September	Maheno School CO2 Drag Racing event
13 September	Meeting with Fi McKay, Immigration NZ

13 September	Meeting with North Otago Sustainable Land Management reps
14 September	Council Meeting
14 September	Council Workshop
14 September	Councillor Briefing
14 September	WBHS Borders dinner and talk
14 September	Oamaru Ward Candidates Meeting
15 September	Clark's Mill 150 years tree planting event
15 September	Battle of Somme Centenary Commemoration
15 September	Meeting with Heliventures
15 September	Meeting with George Kelcher, RoadMetals
15 September	Meeting with Jim Hopkins and Tom Gonzales
15 September	Meeting with Lian Van Wantoch, Chief of Political Economic Unit, US Embassy
15 September	Waihemo Candidates Meeting, Palmerston
16 September	Upper Waitaki Zone Water Committee Meeting
16 September	Meeting with O'Neill's Rd residents
16 September	Meeting with Annette Wilson re Pool Hoist Fundraising opportunity
16 September	Meeting with Derek Golding
16 September	St John Service Awards, Kurow
17 September	Oamaru Volunteer Fire Brigade Service Awards
19 September	Mayor & CEO Catch up
19 September	Donald & Nellye Malcolm Trust Meeting
19 September	Meeting with Mike McElhinney, TW Chair
19 September	Kea Scout Group visit
20 September	Meeting with Don Patterson, outdoor art project
20 September	Visit Jim O'Gorman
20 September	OWCT Meeting
21 September	Meeting with Ryan, Timaru Herald
21 September	Council Workshop
21 September	Meeting with James Porteous, Queenstown project
21 September	Meeting with Phil Agnew, ARA Polytechnic
21 September	Champion Canterbury Business Awards
22 September	Opening Crombie & Price facility
27 September	OWCT Meeting
28 September	Mayor & CEO Catch up
28 September	Meeting with a local builder, subdivision proposal
28 September	TWL Board Meeting
28 September	Council Workshop
29 September	Waitaki Shorelines Committee Meeting, Otematata
29 September	Book Launch Allan Andrews
30 September	Meeting with Dave Clare & Neville Langrish, WRRRT
30 September	Youth Council Movie Night – Finding Nemo
1 October	Official Opening – The Manor Estate
1 October	Great Gatsby OWCT Fundraising event
3 October	Mayor & CEO Catch up
3 October	Meeting with Graham Clark, Network Waitaki
3 October	Meeting with Simon Berry and Leighton Selfe, BMX track
3 October	Waihemo Community Board Meeting
4 October	Waitaki Business Group Meeting, Otematata
4 October	Meeting with Virginia Nicholls, Otago Southland Employers Association
4 October	Meeting with Shane & Tracy Kirk, Oamaru Holiday Park
5 October	Building Industry Breakfast
5 October	Extraordinary Council & Finance, Audit & Risk Committee
5 October	Whitestone Contracting Limited Shareholders Meeting
5 October	Councillor Briefing
6 October	Meeting with Simon Berry, Whitestone Cheese
6 October	Opening of Youthline Waitaki
6 October	Community Patrol Meeting
7 October	Meeting and tour with Select Contracts
7 October	Opening of Roberts' Park Toilets
7 October	Meeting with Workbridge
7 October	Meeting with Central South Island Helicopters
10 October	Mayor & CEO Catch up
10 October	Meetings with newly elected/re-elected Councillors

11 October	Visit new Vinbrux Bakery
12 October	Informal meeting with incoming elected members
12 October	Youth Council Meeting
13 October	Palmerston Field Days – Interview with Paul Henry
13 October	Palmerston Field Days – Introduce Minister Nathan Guy
13 October	Meeting with Ian Hurst
14 October	Meeting with Vanished World reps
14 October	Meeting with Phoenix Mill Water Wheel Trust



Mayor Gary Kircher

Waitaki District Council

Memorandum

From Chief Executive

Date 26 October 2016

Chief Executive's Report

Recommendation

That Council receives the information.

Purpose

The following comments are provided to bring Councillors up to date with issues that have arisen since the last Council meeting on 14 September 2016. The layout of this report is designed to mirror in part the KPI's set by Council for the CEO for 2016. These reflect our six key community outcomes. A number of the comments are simply reporting back to Council on matters which have arisen over the last few weeks.

1. Welcome

I would like to take this opportunity to welcome the newly elected Councillors and Community Board members to the Waitaki District Council triennium for 2016/2019. We are pleased to see the outcome of the election finalised and believe that we have a really good team in the making for this term. We look forward to working with you over the next three years.

2. Affordability

Annual Plan

This process was completed for 2016/17 with a rate increase of 0.4%. The process for the 2017/18 Annual Plan will commence shortly with budget worksheets being distributed to individual budget holders. We expect to have a workshop with Councillors by the end of November. Our Annual Result which we are adopting today shows that Council has ended the financial year with a surplus of \$1.32 million.

Managing our Internal Debt

This is being managed and reported by our Chief Financial Officer at the Finance Audit and Risk committee (FAR) meeting.

Manage Investments

Our cash investments and their returns are reported on at the FAR meeting.

3. Opportunities for new and existing businesses

Regulatory Services

The building team are working with the industry to improve the understanding in the wider construction community of the changes which Council is making to its consenting system in order to ensure that our processes comply and meet the standards required by the Building Act and code – and which is audited by IANZ. Our next audit is due in June of next year.

These changes have created challenges – both for Council and our consenting team – as well as for those people working with us to get consents and Code of Compliance documentation completed.

Council hosted a breakfast meeting at the Oamaru Club on 5 October where approx. 135 builders, designers, property owners and others met with us to discuss these issues. We are committing to increasing our communications with the sector and will also be meeting with an industry liaison group who have formed to facilitate making progress on these issues.

Property

The property team are continuing to work on the sale of land and property. A number of section sales have been completed recently with our Omarama airfield subdivision – which is really positive. This now reduces the number of sections still available there to 12 out of a total of 21.

Alps 2 Ocean

Tourism Waitaki are planning an industry meeting which is to be held in Omarama on 27 October. There is a A2O Joint committee meeting first, followed by a A2O Shareholder meeting. The wider community are then invited to attend the Summit meeting which takes place later that same day. On the following day – the Friday – there is a ride from Lake Ohau Lodge to Omarama.

Final plans for getting the project completely off the State Highway are nearly finalised.

Quality Accommodation

There has been interest in the development of quality accommodation within Oamaru, work is continuing with interested parties on this.

Encourage Business growth in Waitaki

Select Contracts work on the zip line proposal is now well advanced and we are hoping to receive their report prior to Christmas. See the Mayors report for further information on this particular project.

Tourism Waitaki are also well advanced on their Harbour Precinct attraction.

Business Visits

6 September	Rainbow Confectionary, Brent Baillie
3 October	Network Waitaki, Graeme Clark

4. Understand the Diverse needs of our Community

Communications with our community are enhanced

The results of were Residents' Survey were released at our Council meeting on 14 September.

5. Our Distinct Environment is Valued

District Plan Review

Workshops are scheduled every month with Councillors to keep them up to date with the review (apart from October 2016 and January 2017) through to June 2017. The next District Plan review update with council is planned be held on the 23 November.

6. We Maintain a Safe Community

Health and Safety

The position of Health & Safety Officer has been advertised and an announcement on our final decision on the successful candidate is imminent. This role is to be shared with Waitaki District Health Services – with the appointee driving Health and Safety work across the two organisations. Hospital General Manager Robert Gonzales has been fully involved with this appointment process – including the development of the agreed Job Description.

Health and Safety information is shared regularly with Councillors and has now also been included on our Community Board agendas.

A brief outline to the new Councillors on their roles and responsibilities for Civil Defence was given to Councillors as part of our Induction workshop held on 19 October.

7. Other

Otago Civil Defence

The Otago Mayors resolved to support the move to a single Civil Defence organisation on Tuesday 4 October. What this will mean is that the service will be run by the Otago Regional Council and while it will be based out of their office in Dunedin – there is a commitment to ensure that we will still have dedicated staff resident in the Waitaki District. These and other key elements of the proposed new service will be subject to a MOU which will be coming back to us for our information and approval.

In the interim the new roles required to serve the re-structured organisation are about to be advertised.

Governance Support

The support team – lead by Mike Roesler – has been gearing up their induction programme as outlined below. Mike and his team are the first point of call for Councillors with any queries on how the council is operating, details as to meetings, workshops, agendas, how to use their

iPads and what is coming up each week. The Governance support team also process all expense claims and make sure that our elected representatives are correctly remunerated.

Induction Programme

Our induction workshop was held on 19 October and helped to inform councillors on some of the fundamental matters relating to how Council operates and the way in which we prefer to operate. The induction of Council will continue with a programme of meetings sets down over the period between now and Christmas. As part of this programme there will be a Councillors' strategic planning session held where our high level aspirations in terms of our key strategic directions for the next three years will be discussed and refined.

General Bylaw and Freedom Camping

The Freedom Camping Bylaw was adopted by Council at their September 2016 meeting. The By-Law comes into effect on 21 October for Labour Weekend. Freedom camping in the Waitaki district is restricted to certified self-contained vehicles and there is a maximum of a three-night stay in a four week consecutive period at any location. We will be enforcing these rules from this weekend.

Signs will be erected at known 'hot spots' including Campbell's Bay and other areas where freedom camping is prohibited. Camping apps will also be updated so people know where freedom camping is permitted. So the implementation is underway.

8. Council Controlled Organisations

Whitestone Contracting Limited.

At our last meeting of the triennium, Whitestone Contracting Limited announced a record profit for the year ending 30 June 2016. The reported surplus before income tax and subvention payments was \$1,231,707. Subject to finalising the subvention payment – the dividend announced by Chairman John Walker was to be a total of \$700,000 – again another record return to Council for its investment in the company. All in all – a very pleasing result for both the Company, Council and the community.

The other CCTO's all presented their Annual Reports to Council on 5 October. Those reports are all available on our website.

9. Meetings Attended

5 September	Jacqui Dean MP
7 September	Building Industry Representatives
14 September	Council meeting
15 September	Whitestone Contracting Ltd
15 September	Chief of Political/Economic Unit, US Embassy, Miss Lian van Wantoch
21-23 September	SOLGM Summit – Annual Conference, Auckland
30 September	Whitestone Contracting Limited, Glenn Campbell
30 September	Timaru District Council, Chief Executive, Peter Nixon
4 October	Otago Southland Employers Association, Virginia Nicolls
5 October	Building Industry Breakfast
5 October	Extraordinary Council and Finance, Audit and Risk meetings
6 October	NOIC Board meeting
7 October	Select Consulting – re Tourism product development study.
11 October	Met with Bridge Club Representatives – Tony Willets and Ian Williams.
12 October	Informal meeting with newly elected members.
19 October	Inaugural Council Meeting – held in the Opera House and Council Chambers.
21 October	Otago CE's meet for their first meeting of the new Triennium in Alexandra.



Michael Ross
Chief Executive

Waitaki District Council Report

From Chief Financial Officer

Date 26 October 2016

Adoption of Annual Report for the Year Ended 30 June 2016

Recommendation

Council resolves to adopt the Annual Report for the year ended 30 June 2016 in accordance with sections 98 and 99 of the Local Government Act 2002.

Objective of the Decision

To adopt the 2015/16 Annual Report in accordance with Local Government Act 2002 statutory requirements.

Summary

This report presents Council's Annual Report for the year ending 30 June 2016. The Local Government Act (LGA) 2002 requires Council to adopt an Annual Report detailing Council's performance against a range of measures included in the 2015-25 Long Term Plan (LTP). The Annual Report must be adopted by resolution within four months of the end of the financial year. Audit New Zealand audits the Annual Report on behalf of the Office of the Auditor-General (OAG). Scott Tobin, the Audit New Zealand Director responsible for the audit opinion has released a draft opinion which will be issued as soon as the Annual Report is adopted without any changes being made.

Summary of Decision Making Criteria

	No/Moderate/Key		No/Moderate/Key
Policy/Plan	Moderate	Environmental Considerations	No
Legal	Key	Cultural Considerations	No
Significance	Moderate	Social Considerations	No
Financial Criteria	Moderate	Economic Considerations	No
Community Views	No	Community Board Views	No
Consultation	No	Publicity and Communication	Moderate

Background

Sections 98 and 99 of the LGA (2002) require local authorities to prepare and adopt an Annual Report. The purpose of the Annual Report is to:

1. Compare the actual activities and actual performance of the Local Authority in the year with intended activities and intended level of performance as set out in respect of the year in the Long Term Plan (LTP) and the Annual Plan; and
2. Promote the Local Authority's accountability to the Community for the decisions made throughout the year by the Local Authority.

The LGA (2002) also requires Councils to prepare and make publically available, a Summary of the Annual Report within one month of adopting the Annual Report. The Summary is a more accessible version of the full document. The LGA states "*the summary must represent, fairly and consistently, the information regarding major matters dealt within the Annual Report*". The summary does not require Council resolution and will be issued to the community once reviewed by Audit New Zealand.

Discussion

This is the fourth time either Council or a committee has considered the financial and non-financial results for the 2015-16 year. The reasons for the changes between the various preliminary results have been covered off in previous reports. The last major adjustment related to the impact of the reduction in asset values, particular for items transferred to the crown or other entities for little or no consideration. This was discussed at the last Council meeting.

The Annual Report shows a surplus of \$1.32m and total assets of \$757,918m. These are both consistent with the draft report presented to Council on 10 October 2016. There have been some

minor wording changes since the draft was produced. These were made in response to some comments from the auditors and related mainly to the statements of service performance.

From a purely operating perspective i.e. excluding the line titled "Other gains and losses" Council performed significantly better than budget both in terms of extra revenue generated and cost control. The reason for this have been previously set out and are not repeated in this report, although details are included in the Annual Report itself.

Mr. Scott Tobin, Audit New Zealand Director responsible for the audit of the Annual Report, He proposes issuing an unmodified opinion on the 2015/16 Annual Report. A draft of the proposed opinion is attached. This covers not only the basis of the opinion but also draws attention to a number of key issues. Mr. Tobin will not be joining the meeting in-person or by via video conference. He is however likely to attend an early Finance, Audit and Risk Committee meeting and will be available to answers questions on the Annual Report, his opinion and the audit management report at that time.

The formal opinion cannot be issued until Council adopts the report. This will occur once Mr. Tobin has confirmation that the adoption has taken place. As the audit has been completed based on the report presented, no changes can be made to the report without causing a delay to the issuing of the opinion.

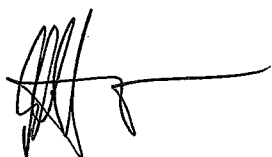
Legal Considerations

Under the LGA (2002) Council must prepare and adopt an Annual Report every year.

Assessment of Options

Option 1 – Adopt the Annual Report

There is no lawful alternative, so Option 1 is recommended.



Paul Hope
Chief Financial Officer

Michael Ross
Chief Executive

Attachments

Additional Decision Making Considerations
Draft Audit Opinion
2015/16 Annual Report (under separate cover)

Additional Decision Making Considerations

The following matters have been considered in making the decisions.

Significance and Outcome

Significance

The matters addressed in this report, namely the formal adoption of the 2015-16 Annual Report, are assessed by officers to be of moderate significance.

Council may request a detailed written assessment of the significance of these matters and/or determine that the matter has a higher level of significance. This will, in turn, affect the consideration of options and community views.

Community Outcome

We keep our district affordable

We try to keep our district as affordable as possible. We want every dollar from rates to provide the best possible services and best value for money and we are constantly working to improve how we can deliver them in an affordable way. We face a number of challenges in keeping our services affordable. For instance, we continuously have to balance diverse (and sometimes competing) community needs and wants. Our district is a large geographical area with a small population so maintaining our assets, particularly roads, has to be met by a small group of ratepayers. We also have to respond to changes by Central Government, many of which affect our rates and levels of service.

Publicity & Communication Considerations

No additional publicity is proposed beyond that normally generated through the normal conduct of public meetings. Council will also publish a Summary Annual Report as required under Section 98 of the Local Government Act (2002).

DRAFT

Independent Auditor's Report

To the readers of Waitaki District Council and group's annual report for the year ended 30 June 2016

The Auditor-General is the auditor of Waitaki District Council (the District Council) and group. The Auditor-General has appointed me, Scott Tobin, using the staff and resources of Audit New Zealand, on her behalf, to:

- audit the information included in the District Council and group's annual report that we are required to audit under the Local Government Act 2002 (the audited information);
- report on whether the District Council and group has complied with the requirements of Schedule 10 of the Local Government Act 2002 that apply to the annual report and the Local Government (Financial Reporting and Prudence) Regulations 2014.

Opinion on the audited information

- In our opinion:
- the financial statements on pages 86 to 143:
 - present fairly, in all material respects:
 - the District Council and group's financial position as at 30 June 2016;
 - the results of its operations and cash flows for the year ended on that date;
 - and
 - comply with generally accepted accounting practice in New Zealand and have been prepared in accordance with Public Benefit Entity Reporting Standards;
- the funding impact statement on page 137, presents fairly, in all material respects, the amount of funds produced from each source of funding and how the funds were applied as compared to the information included in the District Council and group's Long-term plan;
- the statement of service provision on pages 27 to 71:
 - presents fairly, in all material respects, the District Council's levels of service for each group of activities for the year ended 30 June 2016, including:
 - the levels of service achieved compared with the intended levels of service and whether any intended changes to levels of service were achieved;
 - the reasons for any significant variation between the levels of service achieved and the intended levels of service; and
 - complies with generally accepted accounting practice in New Zealand;
- the statement about capital expenditure for each group of activities on pages 32 to 71, presents fairly, in all material respects, actual capital expenditure as compared to the budgeted capital expenditure included in the District Council and group's Long-term plan;
- the funding impact statement for each group of activities on pages 32 to 71, presents fairly, in all material respects, the amount of funds produced from each source of funding and how the funds were applied as compared to the information included in the District Council and group's Long-term plan.

Compliance with requirements

The District Council and group has:

- complied with the requirements of schedule 10 of the Local Government Act 2002 that apply to the annual report; and
- made the disclosures on pages 8 to 137 which are required by the Local Government (Financial Reporting and Prudence) Regulations 2014 which represent a complete list of

required disclosures and accurately reflects the information drawn from the District Council and group's audited information.

Our audit was completed on 26 October 2016. This is the date at which our opinion is expressed.

The basis of our opinion is explained below. In addition, we outline the responsibilities of the Council and our responsibilities, and we explain our independence.

Basis of opinion

We carried out our audit in accordance with the Auditor-General's Auditing Standards, which incorporate the International Standards on Auditing (New Zealand). Those standards require that we comply with ethical requirements and plan and carry out our audit to obtain reasonable assurance about whether the information we audited is free from material misstatement.

Material misstatements are differences or omissions of amounts and disclosures that, in our judgement, are likely to influence readers' overall understanding of the audited information. If we had found material misstatements that were not corrected, we would have referred to them in our opinion.

An audit involves carrying out procedures to obtain audit evidence about the amounts and disclosures in the information we audited. The procedures selected depend on our judgement, including our assessment of risks of material misstatement of the information we audited, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the District Council and group's preparation of the information we audited in order to design procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the District Council and group's internal control.

An audit also involves evaluating:

- the appropriateness of accounting policies used and whether they have been consistently applied;
- the reasonableness of the significant accounting estimates and judgements made by the Council;
- the adequacy of the disclosures in the information we audited;
- determining the appropriateness of the reported statement of service provision within the District Council's framework for reporting performance; and
- the overall presentation of the information we audited.

We did not examine every transaction, nor do we guarantee complete accuracy of the information we audited.

When reporting on whether the District Council and group complied with the requirements of Schedule 10 of the Local Government Act 2002 that apply to the annual report, we limited our procedures to making sure the annual report included the required information and identifying material inconsistencies, if any, with the information we audited. We carried out this work in accordance with International Standard on Auditing (New Zealand) 720; The Auditor's Responsibilities Relating to Other Information in Documents Containing Audited Financial Statements.

We did not evaluate the security and controls over the electronic publication of the information we are required to audit and report on. We believe we have obtained sufficient and appropriate audit evidence to provide a basis for our audit opinion.

Responsibilities of the Council

The Council is responsible for meeting all legal requirements that apply to its annual report.

The Council's responsibilities arise under the Local Government Act 2002 and the Local Government (Financial Reporting and Prudence) Regulations 2014.

DRAFT

The Council is responsible for such internal control as it determines is necessary to ensure that the annual report is free from material misstatement, whether due to fraud or error. The Council is also responsible for the publication of the annual report, whether in printed or electronic form.

Responsibilities of the Auditor

We are responsible for expressing an independent opinion on the annual report in accordance with the reporting requirements of the Local Government Act 2002 and the Local Government (Financial Reporting and Prudence) Regulations 2014. Our responsibility arises from the Public Audit Act 2001.

Independence

When carrying out our audit, we followed the independence requirements of the Auditor-General, which incorporate the independence requirements of the External Reporting Board. Other than this audit, we have no relationship with or interests in the District Council or any of its subsidiaries.

Scott Tobin
Audit New Zealand
On behalf of the Auditor-General
Dunedin, New Zealand

Waitaki District Council Report

From Chief Executive

Date 26 October 2016

Appointment to Community Boards

Recommendations

That Council appoint the following Councillors to Community Boards:

- Cr Dawson to Ahuriri Community Board
- Cr Wheeler to Waihemo Community Board

Summary

To outline the process and recommend Council appoints members to the Ahuriri and Waihemo Community Boards.

Purpose

The purpose of this report is to make appointments to both Waihemo and Ahuriri Community Boards.

Background

The representation review undertaken by Council in 2012 confirmed that there be two Community Boards in the Waitaki District, the Ahuriri Community Board and the Waihemo Community Board, and that they both consist of five elected members and one appointed member.

The Ahuriri Community Board area covers part of the Ahuriri-Corriedale Ward, west of Otekaieke. The Waihemo Community Board area covers the same area as the Waihemo Ward.

Significance and Outcomes

The appointment of elected members to Community Boards is a statutory requirement for good governance.

In terms of the threshold and criteria in Council's Significance Policy, the appointment to Community Boards has the following implications:

- It is of small magnitude in relation to cost.
- It is of small or no magnitude in terms of effect on service levels, service delivery and service capacity.
- It has no bearing on controlling interests in Council-Controlled Organisations or any strategic asset.
- It is not reversible, except in the case of an extraordinary vacancy or the disqualification or ouster of the member concerned.

Options Considered

Council must resolve to appoint Cr Wheeler, as the Waihemo Ward Councillor, to the Waihemo Community Board and Cr Dawson as the Ahuriri Ward Councillor, to the Ahuriri Community Board.

The relevant legislation is outlined under 'Legal Considerations'.

Policy and Plan Considerations, Community Views, Publicity & Communication Considerations

Consideration of these issues are not relevant to this report.

Financial Considerations

A minor financial consideration is that mileage will be paid to the appointed member for attending community board meetings. This is funded from operating budgets and is likely to be less if a ward-resident member is appointed.

Legal Considerations

Clause 3, Section 19F of the Local Electoral Act 2001 states:

"(3) The persons who are appointed under subsection (1)(c) as members of the community board must:

- (a) be members of, and must be appointed by, the territorial authority for the district in respect of which the community is constituted; and
- (b) if the territorial authority is divided into wards, also be members of the territorial authority representing a ward in which the community is situated.

Therefore the Councillors appointed to the Community Board need to have been elected from the same ward that the Community Board is in.

Conclusions

Having considered the matters stated above, the following conclusions have been reached:

- Cr Dawson be appointed to the Ahuriri Community Board.
- Cr Wheeler be appointed to the Waihemo Community Board.



Michael Ross
Chief Executive

Waitaki District Council Report

From Waitaki District Council Mayor

Date 26 October 2016

Waitaki District Council Committee Structure

Recommendations

That Council:

1. Agrees the Committee structure attached in Appendix One;
2. Appoints the following Councillors (Cr) as Chairs/Deputy Chairs to the Committees below:
 - a. **Assets:**
Crs: Kingan (Chair), Percival (Deputy Chair).
 - b. **Community Services:**
Crs: Perkins (Chair), Wheeler (Deputy Chair).
 - c. **Customer Services:**
Crs: Tavendale (Chair), Dawson (Deputy Chair),.
 - d. **Finance and Audit:**
Crs: Wollstein (Chair).
3. Appoints the following Councillors (Cr) to the Committees below:
 - a. **Executive Committee:**
Mayor Kircher (Chair), Crs: Dawson, Garvan, Tavendale, Wollstein.
 - b. **Cultural Facility Development Advisory Committee:**
Crs: Holding, Hopkins, Perkins (Chair), Tavendale.
 - c. **Development Contributions:**
Crs: Dawson, Garvan (Deputy Chair), Hopkins, Percival (Chair) Perkins.
 - d. **District Plan Review Committee**
Crs: Dawson, Garvan, Hopkins (Chair), Kingan, Percival, Wheeler
 - e. **Grants and Awards:**
Crs: Dawson, Garvan, Holding (Chair), Hopkins, Kingan (Deputy Chair), Percival, Perkins, Tavendale, Wheeler, Wollstein, Ahuriri Community Board Chair, Waihemo Community Board Chair (note only up to five members will be called on to attend any one meeting)
 - f. **Harbour Area Committee:**
Mayor Kircher (Chair), Crs: Holding, Percival, Tavendale, Wollstein.
 - g. **Youth Council:**
Cr Tavendale.
 - h. **District Licensing Committee "A"**
Crs: Garvan (Chair), Hopkins, Perkins
 - i. **Hearings Committee:**
Crs: Hopkins (Chair), Garvan and Perkins.
4. Notes the Mayor is an ex-officio member on all Committees with the exception of Hearings and District Licensing Committee;
5. Appoints Councillor Percival to represent Waitaki District Council on the Regional Land Transport Committee and appoints Councillor Kingan as an alternate;
6. Appoints the following Councillors to the External and Joint Committees below:
 - a. **Lower Waitaki South Coastal Zone Committee**
Cr: Holding.
 - b. **Upper Waitaki Zone Committee**
Cr: Dawson
 - c. **Donald and Nellye Malcolm Trust**
Mayor Kircher, Cr: Holding.
 - d. **Waitaki Community Recreation Centre Trust**
Cr: Holding.

- e. **Safer Waitaki Coalition**
Cr: Kingan.
 - f. **Oamaru Whitestone Civic Trust**
Mayor Kircher.
 - g. **Alps2Ocean Joint Committee**
Cr Wollstein.
7. Holds Committee and Council meetings on Wednesdays, commencing at 9.00am on a six weekly basis from 1 January 2017 and notes that the full calendar will be presented for adoption at the 30 November 2016 Council meeting;
 8. Appoints the following Elected Members to the Portfolio groups below:
 - a. **Communications**
Mayor Kircher, Crs: Hopkins, Tavendale.
 - b. **Emergency Management**
Mayor Kircher.
 - c. **Property Advisory Portfolio**
Mayor Kircher, Garvan, Perkins.
 - d. **Sport and Recreation**
Mayor Kircher.
 - e. **Solid Waste and Recycling**
Crs: Kingan, Wheeler.
 - f. **Rural Roads**
Crs: Dawson, Kingan, Percival, Wheeler.
 9. Agrees to submit the attached proposed remuneration information to the Remuneration Authority for the 2016/17 period.
 10. Notes further advice on delegations and draft terms of references will be presented to Council in the New Year.

Objective of the Decision

The purpose of this report is for Council to resolve the attached Committee structure, chair and deputy roles, membership, and all remuneration. This decision will set the basis for the committee structure for the triennium and will be confirmed, along with final agreement of full membership of all committees at the 30 November 2016 Council meeting.

Background and Summary

Since the election I have undertaken a number of discussions with Councillors on the establishment of the Committee structure.

The proposal at this time is to appoint Chairs and Deputy Chairs to the core committees - Assets, Community Services, Customer Services and Finance, Audit and Risk Committees, with the intention of finalising these Committees at the Council meeting on 30 November. This will allow for further discussion with Councillors and officers on the final structure of the core committees.

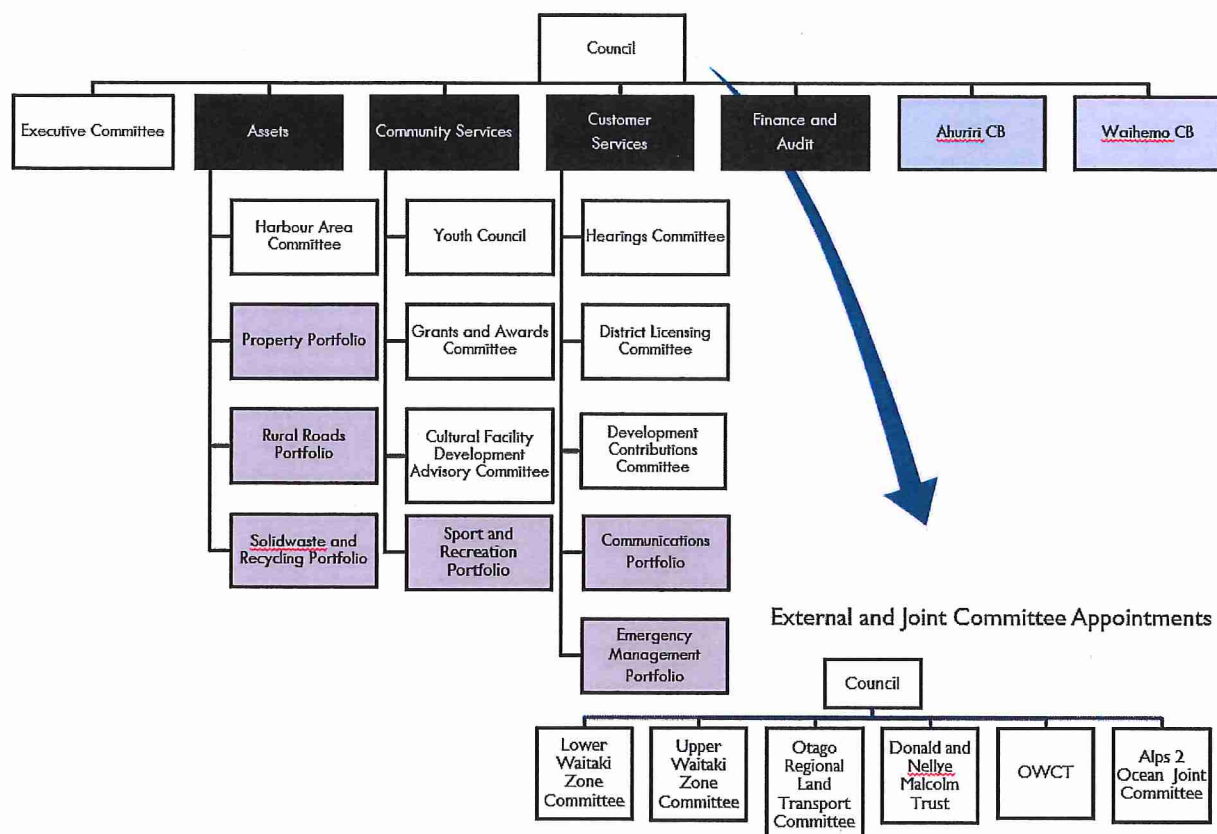
Under the proposal, Council and core Committee meetings will continue to be held on Wednesdays on a six weekly basis commencing at 9:00am. Council meeting days will continue to be full day sessions consisting of formal meeting items and workshops as required with informal Councillor briefings fortnightly. Committee meeting days will be conducted on the same basis. The duration of the meeting will be driven by the number of items and each committee will follow sequentially on the same day. The cycle and frequency of Community Board meetings remain unchanged under this proposal.

Delegations

Further work will be undertaken on Committee specific delegations and terms of reference (ToR) in the New Year in accordance with the Local Government Act 2002. While these will be developed further, all Councillors will have the option of attending any Committee and will have delegated speaking rights, except for the Hearings, District Licensing and Executive Committees. Only Committee members and the Mayor, as a member of all Committees as per Section 41A (5) of the Local Government Act, will have voting rights. Diagram One summarises the high level Committee structure hierarchy, including the four core Committees (Assets; Customer Services; Community Services; Finance, Audit and Risk) associated

Sub Committees and Portfolios (highlighted in greyscale). In addition the diagram sets out the external and joint committees, including zone committees

Diagram One: Committee Hierarchy



Remuneration

Appendix One provides the proposed remuneration structure and levels. The calculation is based on the 1 July 2016 Remuneration Authority Determination. In line with Remuneration Authority rules, the Mayor's remuneration will remain unchanged. It is proposed that attachment one will form the submission to the Authority for its next Determination. It has indicated that it is likely to make that Determination by the end of November 2016.

Summary of Decision Making Criteria

	No/Moderate/Key		No/Moderate/Key
Policy/Plan	No	Environmental Considerations	No
Legal	Key	Cultural Considerations	No
Significance	No	Social Considerations	No
Financial Criteria	No	Economic Considerations	No
Community Views	No	Community Board Views	No
Consultation	No	Publicity and Communication	Key

The recommendations within this report are within the scope of the purpose and amendments to Local Government Act 2002 to enable democratic local decision-making and action by, and on behalf of, communities; and to meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses. The significance of the matters addressed in this report is

considered low. The matters relate to the following outcome: Waitaki is served by responsive and efficient local government.

Summary of Options Considered

Under Section of the Local Government Act 41A (3) (b) the Mayor has the following powers:

- (b) To establish committees of the territorial authority.
- (c) To appoint the chairperson of each committee established under paragraph (b).

Conversations have occurred between the Mayor, Councillors and officers on the options associated with the committee structure, roles, membership, responsibilities and changes to remuneration.

Options Analysis

Recommended, Option One: Council confirms the attached Committee structure

This option proposes a Committee structure and membership will take effect immediately, with the exception of the core committees. The latter will take effect after further Council consideration of full membership of those committees. Table One to this report proposes the elected member remuneration for Council.

It is proposed that following the 26 October 2016 Council meeting the Mayor, Committee Chairs Councillors will complete work on agreeing the full membership of the Committees, Terms of Reference and delegations across the new Committee structure. On completion of this work an updated timetable and schedule will be submitted to all Councillors and publically notified. In addition a submission will be made to the Remuneration Authority for a determination. There is an expectation that the new structure and remuneration will be operational by the start of the 2017 calendar year.

Option Two: Council does not confirm the attached Committee structure

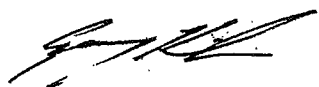
Under option two, Council does not resolve the attached Committee structure or proposed chair. Should Council choose this option, the Mayor has the power, under Section 41 A (3)(b) of the Local Government Act 2002 to establish committees of the territorial authority and (c) appoint the chairperson of each committee established under paragraph (b). While the Mayor has this power, the Local Government Act also notes under Section 41A(4)(b) "nothing in subsection (3) limits or prevents a territorial authority from discharging or reconstituting, in accordance with clause 30 of Schedule 7, a committee established by the Mayor under subsection (3)(b)." Should Council select this option further advice will be provided during the meeting.

Option Three: Council seeks to change the proposed membership of the Committee structure

Under option three, Council puts forward a membership different to that proposed in recommendations 2-7 and Appendix 1. Like option two, this is not preferred as Councillors and officers have been extensively consulted on the proposed structure.

Conclusion

I consider the attached Committee structure will provide a high degree of efficiency and accountability for both Councillors and officers. Councillors and officers have been extensively engaged in the process of establishing the new Committee structure, membership and chairs. A good mix of skills, interests and experience has been achieved and will provide a solid governance framework going forward over the next three years.



Gary Kircher
Waitaki District Council Mayor

Attachments

Additional Decision Making Criteria

Local Government Act 2002, 12 October 2013, Amendment Act 2012 (2012 No 93)

Appendix One: Proposed Remuneration

Appendix Two: Committee structure and membership table

Additional Decision Making Considerations

The following matters have been considered in making the decisions.

Outcomes

This matter relates to the following 2012-22 Long Term Plan community outcomes, Waitaki is served by responsive and efficient local government.

Legal Considerations

Local Government Act 2002 and Amendments 12 October 2013, Amendment Act 2012 (2012 No 93):

Section 41A Role and powers of Mayors

- (1) The role of a mayor is to provide leadership to
 - a. The other members of the territorial authority; and
 - b. The people in the district of the territorial authority.
- (2) Without limiting subsection (1), it is the role of a mayor to lead the development of the territorial authority's plans (including the long-term plan and the annual plan), policies, and budgets for consideration by the members of the territorial authority.
- (3) For the purposes of subsections (1) and (2), a mayor has the following powers:
 - a. To appoint the deputy mayor;
 - b. To establish committees of the territorial authority;
 - c. To appoint the chairperson of each committee established under paragraph (b), and, for that purpose, a mayor—
 - i. May make the appointment before the other members of the committee are determined; and
 - ii. May appoint himself or herself.
- (4) However, nothing in subsection (3) limits or prevents a territorial authority from
 - a. Removing, in accordance with [clause 18](#) of Schedule 7, a deputy mayor appointed by the mayor under subsection (3)(a); or
 - b. Discharging or reconstituting, in accordance with [clause 30](#) of Schedule 7, a committee established by the mayor under subsection (3)(b); or
 - c. Appointing, in accordance with [clause 30](#) of Schedule 7, 1 or more committees in addition to any established by the mayor under subsection (3)(b); or
 - d. Discharging, in accordance with [clause 31](#) of Schedule 7, a chairperson appointed by the mayor under subsection (3)(c).
- (5) A mayor is a member of each committee of a territorial authority.
- (6) To avoid doubt, a mayor must not delegate any of his or her powers under subsection (3).
- (7) To avoid doubt,
 - a. [Clause 17\(1\)](#) of Schedule 7 does not apply to the election of a deputy mayor of a territorial authority unless the mayor of the territorial authority declines to exercise the power in subsection (3)(a);
 - b. [Clauses 25](#) and [26\(3\)](#) of Schedule 7 do not apply to the appointment of the chairperson of a committee of a territorial authority established under subsection (3)(b) unless the mayor of the territorial authority declines to exercise the power in subsection (3)(c) in respect of that committee.

Section 51 Status of Community Boards

- A Community Board
 - (a) is an unincorporated body; and
 - (b) is not a local authority; and
 - (c) is not a committee of the relevant territorial authority.

Compare: 1974 No 66 [s 101ZP](#)

Appendix One

Proposed Remuneration

Proposal for submission to the Remuneration Authority (total and pool figures based on 1 July 2016)							26Oct2016 Proposal			
Position Name	Number of positions	Percentages of Base Cr Salary 2013	Remuneration per Councillor	Amended Percentages of Base Cr Salary from 1 July 2016	Amended Remuneration	Number of Positions	Total Remuneration of all Councillors (excluding Mayor)	Total of Additional Responsibilities for Councillors (excluding Mayor)	Councillor	\$45,510 available from 1 July 2016
Mayor (accounted for separately)						1				
Deputy Mayor	1	1.4	\$31,857	1.4	\$31,857	1	\$31,857	\$9,102	Cr Tavendale	
Core Committees: Assets; Community Services; Customer Services; Finance Audit and Risk	4 (including Deputy Mayor)	1.23	\$27,989	1.26	\$28,671	3	\$86,014	\$17,748.90	Crs Kingan, Tavendale (included in Deputy Mayor allocation), Perkins, Wollstein	
Core Committee Deputy Chair	3	1.09	\$24,803	1.136	\$25,850	3	\$77,549	\$9,284.04	Crs Dawson, Wheeler, Percival	
Other Committee Chairperson	3	1.09	\$24,803	1.136	\$25,850	3	\$77,549	\$9,284.04	Crs Garvan, Holding, Hopkins	
Councillor	0	1	\$22,755	1	\$22,755	0	\$0	\$0		
Total:	11					11	\$272,969	\$45,419		

Appendix Two

Committee structure and membership

	Mayor Kircher	Cr Dawson	Cr Gavan	Cr Holding	Cr Hopkins	Cr Kingan	Cr Percival	Cr Perkins	Cr Tavendale	Cr Wheeler	Cr Wollstein
Council											
Committees											
Assets Committee	ex-officio						Deputy				
Community Services Committee	ex-officio										
Customer Services Committee	ex-officio	Deputy								Deputy	
Finance, Audit and Risk Committee	ex-officio										
Executive Committee											
Development Contributions Committee	ex-officio		Deputy								
Harbour Area Committee											
Cultural Facility Development Advisory Committee	ex-officio										
District Plan Review Committee	ex-officio										
Grants and Awards Committee*	ex-officio					Deputy					
Youth Council	ex-officio										
Quasi-Judicial Committees											
Hearings Committee											
District Licensing Committee "A"											
Community Boards											
Community Board Rep		Ahuriri								Waihemo	
External & Joint Committee Appointments											
Lower Waitaki-South Coastal Zone Committee											
Upper Waitaki Zone Committee											
Waitaki Recreation Centre											
Otago Regional Land Transport Joint Committee											
Donald & Nellye Malcolm Trust						Alternate					
Safer Waitaki Coalition											
Oamaru Whitestone Civic Trust											
Alps2Ocean Joint Committee											
Portfolios											
Communications Portfolio											
Emergency Management Portfolio											
Property Advisory Portfolio											
Rural Roads Portfolio											
Sport and Recreation Portfolio											
Solid Waste and Recycling Portfolio											
Chairperson											
Chair on Committee or Sub Committee											
* All Councillors and Community Board Chairs form a pool of people called upon for a meeting											

Waitaki District Council Report

From Acting Roothing Manager

Date 26 October 2016

Rural Intersection Traction Seal Project

Recommendations

That \$150k be funded from the Council surplus or Whitestone Dividend for the purpose of sealing rural intersection and bridge approaches on gravel roads.

Objective of the Decision

To approve the project outlined in the Annual Plan so that work can be programmed and started within the construction season and prior to Christmas.

Summary

It is proposed that Council approves the allocation of \$150,000 for the extending of the sealed approaches at rural intersections to a minimum of 50 metres on flat and up to 75 metres on grade. This work will dramatically improve the level of service at these intersections for users, through removing corrugations and potholes. This will make them safer and reduce maintenance needs at the intersections.

Summary of Decision Making Criteria

	No/Moderate/Key		No/Moderate/Key
Policy/Plan	No	Environmental Considerations	No
Legal	No	Cultural Considerations	No
Significance	No	Social Considerations	No
Financial Criteria	Key	Economic Considerations	Key
Community Views	Key	Community Board Views	No
Consultation	Key	Publicity and Communication	No

Background

Council approved allocation of funds to allow for seal extensions in the annual plan for 2016-17 period. Staff have worked with Councilor Percival in identifying key intersections for this work and consulted with transport and contract companies in regard to the length the seal should extend to. The reason for the extensions is to improve traction at intersections for accelerating from and slowing down on approach making the intersection safer particularly for heavier vehicles.

There has also been some discussion about approving additional funding for roading improvements. It is intended to hold a workshop with Councillors to discuss further opportunities for improvement to the roading network.

There is a current opportunity in the Corriedale area where our Maintenance Contractor has an additional work crew on site and Council's resealing contractor is completing the reseal programme in the vicinity. This has enabled staff to negotiate good rates to complete some intersection work in the area prior to Christmas.

Staff are also optimistic about being able to secure NZTA co-investment for this work, which if successful, would increase the available budget to \$263k. This would enable additional work to be added to the programme, further enhancing value for money.

Summary of Options Considered

Option 1 – Approve funding so that work can proceed prior to Christmas (**preferred option**)

Option 2 – Do not approve funding.

Assessment of Preferred Option

It is recommended that Council approve the funding so that the intersection approach improvement works can proceed prior to Christmas.

The intersections identified for this project are:

1. Newlands onto Kakanui Valley Road

2. Kininmont onto Kakanui Valley Road
3. Frenchs on to Kakanui River Road
4. Freeman (75m) onto Whitstone Five forks Road
5. McCulloch onto Weston Ngapara Road
6. King (75m) onto Weston Ngapara Road
7. Paradise Gully onto Weston Ngapara Road
8. Simm, McNaughton onto Cormacks-Kia Ora Road
9. Fortification Roads onto Cormacks-Kia Ora Road
10. Conlans , Cants onto Tokarahi-Tapui Road
11. Davidson onto Tokarahi-Tapui Road


If NZTA funding is approved is intended to seal approaches:

1. Waihemo Ward:
 - a. Redbank onto Macraes Road –Sealing the
 - b. Craig Road bridge approaches
 - c. Hughes onto SH85
 - d. Extend Lighthouse onto Tenby St.
2. Ahuriri Ward:
 - a. Extend Henburn onto Quailburn Road-
 - b. Extend Eastern onto SH83
 - c. Extend Priest onto SH83
 - d. Racecourse onto Earthquakes Road

Conclusion

Council approving the funding means that these improvement works can proceed and provides value for money by leveraging off Contractor resources being available in the area, as well as potentially having NZTA funding boosting work to the value of \$263k. This will enable the project scope to be expanded to include projects in Waihemo and Ahuriri.

The work will improve the levels of service at approaches on gravel roads as well improve safety and reduce maintenance requirements.



Mark Renalson
Network Operations Engineer

Neil Jorgensen
Assets Group Manager

Attachments

Additional decision making considerations

Additional Decision Making Considerations

The following matters have been considered in making the decisions.

Outcomes

We provide and enable the services and facilities so people want to stay and move here.

We maintain the safest Community we can