



# Waitaki

DISTRICT COUNCIL  
TE KAUNIHERA Ā ROHE O WAITAKI

## Notice of Meeting

and

## AGENDA

# Ordinary Council Meeting

**Tuesday 13 February 2018**

**1.00pm – 4.00pm**

**Public Forum: 1.00pm – 1.30pm**

If you wish to speak during the Public Forum, please call the  
Governance and Policy Advisor at Waitaki District Council  
**by 2.00pm on Monday 12 February 2018**  
to register your interest.

**Council Chamber, Third Floor  
Waitaki District Council Headquarters  
20 Thames Street, Oamaru**

[www.waitaki.govt.nz](http://www.waitaki.govt.nz)

# *Waitaki District Council Meeting*

**Council Chamber, Third Floor,  
Waitaki District Council Headquarters, 20 Thames Street, Oamaru**

**1.00pm, Tuesday 13 February 2018**

|     |   | <b>Page/s</b> |
|-----|---|---------------|
| 1.  | <b>Apologies</b>  | -             |
| 2.  | <b>Declarations of Interest</b>   | -             |
| 3.  | <b>Public Forum</b>   | -             |
| 4.  | <b>Confirmation of Previous Meeting Minutes</b>                           | 4 – 12        |
|     | • Council Meeting – 6 December 2017                                       |               |
| 5.  | <b>Mayor's Report</b>   | 13 – 18       |
|     | • Memorandum and Recommendation   |               |
| 6.  | <b>Chief Executive's Report</b>   | 19 – 21       |
|     | • Memorandum and Recommendation   |               |
| 7.  | <b>Omarama Top 10 Improvements</b>  | 22 – 29       |
|     | • Report and Recommendation   |               |
| 8.  | <b>Contribution to Tennis Improvements</b>                                | 30 – 34       |
|     | • Report and Recommendations  |               |
| 9.  | <b>Contribution to Cricket Pavilion</b>                                   | 35 – 38       |
|     | • Report and Recommendations  |               |
| 10. | <b>Warrant of Appointment</b>   | 39            |
|     | • Report and Recommendations  |               |
| 11. | <b>Development Contributions Decisions Made Under Delegated Authority</b> | 40 – 41       |
|     | • Memorandum and Recommendations  |               |
| 12. | <b>Resolution to Exclude the Public</b>                                   |               |

"That the public be excluded from the following parts of the proceedings of this meeting, namely items 13 – 17.

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 (refer next page):

| General subject of each matter to be considered  | Reason for passing this resolution in relation to each matter - Section 48(1)  |
|--|--|
| Public Excluded:   | To protect the privacy of natural persons.   |
| <ul style="list-style-type: none"> <li>• Confirmation of Public Excluded Meeting Minutes – Council Meeting 6 December 2017 PE</li> </ul>   | Section 48(1) (a).<br>(The disclosure of the information would cause unnecessary personal embarrassment to the persons concerned.)   |
| <ul style="list-style-type: none"> <li>• Recommendations from Executive Committee Meetings – CCO Director Appointments 2017 PE <ul style="list-style-type: none"> <li>○ 4 October 2017</li> <li>○ 16 January 2018</li> </ul> </li> </ul> | To enable the Council to carry out commercial negotiations without prejudice or disadvantage.  |
| <ul style="list-style-type: none"> <li>• Recommendation from Development Contributions Committee PE</li> </ul>   | Section 48(1)(a)<br>(Premature disclosure of the information would detrimentally affect the Council's position in the negotiations.) |
| <ul style="list-style-type: none"> <li>• Economic Development Resourcing – Executive Officer PE</li> </ul>   |  |
| <ul style="list-style-type: none"> <li>• Mackenzie Basin Alignment Project PE Attachment (circulated separately)</li> </ul>  |  |

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."

|            |  |         |
|------------|--|---------|
| <b>13.</b> | <b>Confirmation of Public Excluded Meeting Minutes PE</b>                                    | 42 – 46 |
|            | • Council Meeting – 6 December 2017  |         |
| <b>14.</b> | <b>Recommendations from Executive Committee Meetings – CCO Director Appointments 2017 PE</b> |         |
|            | (a) 4 October 2017   | 47      |
|            | (b) 16 January 2018  | 48 – 65 |
|            | • Reports and Recommendations  |         |
| <b>15.</b> | <b>Recommendation from Development Contributions Committee PE</b>                            | 66 – 71 |
|            | • Report and Recommendation  |         |
| <b>16.</b> | <b>Economic Development Resourcing – Executive Officer PE</b>                                | 72 – 81 |
|            | • Report and Recommendation  |         |
| <b>17.</b> | <b>Mackenzie Basin Alignment Project PE</b>  | 82 – 85 |
|            | • Report and Recommendation  |         |
|            | • Attachment (circulated separately)   |         |

## RESOLUTION:

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

- 18. Release of Public Excluded Information**  
Public excluded information that is approved for release during the Public Excluded session of this meeting will be included in the minutes of this meeting, under Agenda Item 18.

**Waitaki District Council****Council**

**UNCONFIRMED MINUTES of a meeting of the Waitaki District Council held in  
the Council Chambers, Waitaki District Council Building, Third Floor, 20  
Thames Street, Oamaru  
at 9.00am on Wednesday 6 December 2017**

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**Present** Mayor Kircher (Chair), Deputy Mayor Tavendale, Crs Dawson, Garvan, Holding, Hopkins, Kingan, Percival, Perkins, Wheeler and Wollstein

**In Attendance** Mr Power (Chief Executive)  
Mr Jorgensen (Assets Group Manager)  
Mrs Baillie (People and Culture Group Manager)  
Mrs Guyan (Heritage, Environment and Regulatory Group Manager)  
Mr Hope (Finance and Corporate Development Group Manager)  
Mr Chou (Information Services Group Manager)  
Mr Roesler (Policy and Business Improvement Manager)  
Mr Voss (Roading Manager) (partial attendance)  
Mr Wells (Accounting Manager) (partial attendance)  
Ms Hooper (Governance and Policy Advisor)

**Apologies**

There were no apologies.

**Declarations of Interest**

Cr Holding declared an interest in Agenda Item 14.

**Public Forum**

**1 Mr Michael O'Brien** addressed the meeting about his concerns with the LED street lighting currently being installed along SH1 through Oamaru. He had undertaken a survey because he believed the lights failed to meet the Dark Sky Association and American Medical Association specifications and guidelines, in contrast to the view of NZTA which is the agency responsible for these particular lights. The following documents were supplied by Mr O'Brien to Council in support of his Public Forum presentation:

(a) Letter 1 – Mr O'Brien's letter of 27 November 2017 to the Mayor, Chief Executive, and Councillors of Waitaki District Council, to which was attached documents headed as stated below:

- (i) A "Summary of Survey Results", witnessed by JP 89205 on 30 November 2017;
- (ii) "NZTA Guidelines and Specifications (NZTA M30 Aug 2014 – p22 on pdf" (initialled by JP)
- (iii) "The recommendations of the American Medical Association (AMA) report" (initialled by JP)
- (iv) "Practical examples – Some images of newly installed bad lighting at my home"

(This letter was emailed to the addressees ahead of the meeting.)

(b) Letter 2 – A two-page letter from James R Benya, of Benya Burnett Consultancy in California, USA, to Mr O'Brien (via an email address), dated December 4, 2017

(This letter was tabled by Mr O'Brien at the 6 December 2017 Council Meeting Public Forum.)

**ACTION POINT:** It was AGREED that Councillors would instruct the Chief Executive to investigate this matter and report back to Mr O'Brien at the earliest opportunity.

**2 Mr Graeme Clark** addressed the meeting to share his views about the Harbour Area accommodation. He encouraged Councillors to be mindful of the unique qualities of the area, the heritage characteristics, and the needs and aspirations of the business owners when considering accommodation proposals, to ensure they preserved and promoted the area appropriately. The Mayor thanked Mr Clark for his comments, and assured him that Council would indeed be taking account of such factors when considering the proposals.

At 9.30am, the Chair closed the Public Forum, and discussion moved on to meeting agenda items.

## 1. Confirmation of Previous Minutes

RESOLVED  
WDC17/211

Cr Hopkins / Cr Tavendale  
“That Council confirms minutes of the 25 October 2017 Council Meeting, as circulated, as a true and correct record with the following amendment – last item under Agenda Item 5 (page 12 of the agenda papers as circulated), where “Motion was put”, correct record of votes for Crs Hopkins and Wheeler as “FOR” rather than “Abstention”.

CARRIED

RESOLVED  
WDC17/212

Cr Tavendale / Cr Hopkins  
“That Council confirms minutes of the 15 November 2017 Extraordinary Council Meeting, as circulated, as a true and correct record.”

CARRIED

## 2. Mayor's Report

The Mayor's report, as circulated, was taken as read. It provided comments to bring Councillors and the public up-to-date with a number of issues that have arisen since the last Council meeting. Topics included:

- Long Term Plan
- International Intern Programme
- Harbour Accommodation
- Restorative Justice Service
- Gold Star Service Awards
- Art on Bikes
- LGNZ Zone 5 and 6 Meeting – Cromwell
- Rainbow Colour Run
- East Otago Field Days
- Harbour Street Closure
- Onya Bike Project
- High School Graduations and Prizegivings
- Goodland Group Development
- Victorian Heritage Weeks
- Heritage NZ's Landmark Programme
- Visit to Canterbury Wool Spinners Factory
- Committee Structure and Membership Realignment
- Rural and Provincial Meeting – Summary Report from Deputy Mayor

*[NOTE: The full version of the Mayor's Report is available on Council's website as part of the "6 December 2017 Council Meeting Agenda Papers PUBLIC", and can be accessed through the pathway "Council / Council Meetings / Agendas and Minutes".]*

There was general discussion about freedom camping national standards, rural health, and biodiversity.

The Mayor thanked Deputy Mayor Tavendale for her excellent report on the Rural and Provincial Meeting, and for attending on behalf of Waitaki District Council.

RESOLVED  
WDC17/213

Mayor Kircher / Cr Wollstein  
“That Council receives the information.”

CARRIED

### 3. Chief Executive's Report

The Chief Executive's Report, as circulated, was taken as read. It provided comments to bring Councillors up-to-date with issues that have arisen since the last Council meeting. Topics included:

- Leadership and Council Committee Structure Change following Realignment (diagram)
- Internship Programme
- LGNZ Rural and Provincial
- Business Visits

*[NOTE: The full version of the Chief Executive's Report is available on Council's website as part of the "6 December 2017 Council Meeting Agenda Papers PUBLIC", and can be accessed through the pathway "Council / Council Meetings / Agendas and Minutes".]*

**Internship Programme** – The Chief Executive advised that all seven intern positions for the first round had now been filled. Two were in the tourism area (one international translator for marketing materials), two in IT, and one each in engineering, finance (LTP budgeting process) and human resources. Nationalities included French, German, and Dutch.

RESOLVED  
WDC17/214

Cr Tavendale / Cr Dawson  
"That Council receives the information."

CARRIED

*The meeting was adjourned at 10.02am, and reconvened at 10.15am.*

### 4. Recommendations from Finance, Audit and Risk Committee Meeting, 8 November 2017

#### Second Quarter 2017-18 Treasury Strategy

RESOLVED  
WDC17/215

Cr Wollstein / Cr Dawson  
"That Council adopts the proposed Treasury Strategy for the second quarter of the 2017-18 financial year, by:

- continuing the use of term deposit facilities for terms between 7 days and 12 months, and
- continuing to make minimal use of the call account, but always dependent on consideration of short-term operational cash requirements and on achieving target interest rates."

CARRIED

### 5. Recommendations from Assets Committee Meeting, 22 November 2017

#### Acquisition of Land – Weston

RESOLVED  
WDC17/216

Cr Kingan / Cr Hopkins  
"That Council accepts the gift of land known as Weston Triangle from the North Otago Tree Planting Association Incorporated contained in certificate of title OT58/161 (Sec 53, Block III District of Oamaru)."

CARRIED



## Waterfront Road Extension

RESOLVED  
WDC17/217

Cr Kingan / Cr Wollstein  
That Council:

1. Approves the tendering and construction of the realigned route of Arun Street between Tyne Street and Waterfront Road within approved budgets.
2. Approves the naming of the new route as Waterfront Road."

CARRIED

## Closed Portion of Beach Road

RESOLVED  
WDC17/218

Cr Tavendale / Cr Dawson  
That Council:

1. Approves expenditure of \$12k +GST to relocate access to a dwelling from the unmaintained portion of Beach Road to Gardiners Road, funded from the Extent of Network budget.
2. Restricts access to vehicles along the unmaintained section of Beach Road due to increasing safety concerns."

CARRIED

## Oamaru Creek Bridge: Decorative Enhancements

It was AGREED that discussion on this matter need not occur at this meeting, because it had been referred by the Assets Committee to the Harbour Area Committee which would ultimately make its own recommendation to Council about required action.

## 6. Recommendations from Community Services Committee Meeting, 22 November 2017

### Infants' Area – Oamaru Cemetery

RESOLVED  
WDC17/219

Cr Tavendale / Cr Holding  
That Council:

1. Sends a letter from the Mayor, thanking Roseanne Sheridan and donors for their initiative and contributions.
2. Approves refurbishment of the infants' area of the Oamaru Cemetery in accordance with the concept plans provided in Attachment Two to this report.

CARRIED

## 7. Adoption of Waitaki District General Bylaw 2017

The report, as circulated, incorporated resolutions agreed at the Customer Services Committee Meeting of 22 November 2017, as well as additional changes arising from legal advice sought on matters raised there. It also summarised the robust process implemented for this review of the Waitaki General Bylaw 2006, which had included consultation with the community and Councillor consideration in various forums. The resulting changes (Appendix 3) had been reflected in the Waitaki District General Bylaw 2017 (Appendix 5) attached to the report for this agenda item.

There was discussion on the following matters:

- (i) The requested and received legal advice on the meaning of the word “reduce” (in relation to cat numbers per household where a disturbance is claimed and investigated), which had clarified that Council could not reasonably require all cats to be removed but had resulted in some strengthening of the Bylaw wording to enable officer judgment to be exercised and for the clause to be legally defensible.
- (ii) The national cat management strategy (still to come from central government)
- (iii) Stock crossing (covered by separate regulations)
- (iv) Busking guidelines (attached to the report as Appendix 4).

With regard to discussion point (i) above, an alternate motion was put, as follows:

ALTERNATE  
MOTION PUT

Cr Hopkins / Cr Wheeler  
“That the original wording of clause 54 be reinstated”.

LOST  
FOR: Cr Hopkins and Cr Wheeler

After further discussion on the same matter, another motion was put, as follows:

ALTERNATE  
MOTION PUT

Cr Hopkins / Cr Wheeler  
“That Clause 55 of the proposed final Bylaw 2017 at Appendix 5 be amended to allow, under (i) “Reduce or remove” the number of ...” and, under (ii) “to avoid the effects” ...

LOST  
FOR: Cr Hopkins and Cr Wheeler

It was suggested that the “reduce” portion of the Bylaw talks to public nuisance. The type of animal was not the issue. If the number of any animal was “reduced” to one in a particular household and it still caused a public nuisance, then the clause provided scope for a further “reduction”. With regard to the replacement of “reduce the effects” with “avoid the effects” in (ii), it was noted that no animal had no effect; everything had some effect on everything else.

The original motion was then put to the meeting, and resolved as follows:

RESOLVED  
WDC17/220

Cr Tavendale / Cr Dawson  
That Council:

1. Agrees to the implementation of changes to the Draft Waitaki District General Bylaw 2017 as provided in Appendix 3.
2. Notes that the changes to the Draft Waitaki District General Bylaw 2017 do not represent a significant departure from the Draft Bylaw as consulted, and that community feedback and national direction was received and considered around these matters.
3. Having regard to sections 155, 159 and 160 of the Local Government Act 2002 (the Act):
  - i) Agrees that the Waitaki District General Bylaw 2017 provided in Appendix 4 is considered the most appropriate and proportionate way of addressing the perceived problems to protect persons using and trading in reserves and public places, and minimise nuisance and maintain public health and safety associated with the keeping of animals, birds and bees; and
  - ii) Revokes and replaces the Waitaki District Council General Bylaw 2006 with a new Bylaw;
  - iii) Agrees that the proposed Bylaw attached as Appendix 4 (with amendments as Council sees fit) is the most appropriate form of bylaw;
  - iv) Agrees that the proposed Bylaw is consistent with the New Zealand Bill of Rights Act 1990 as the controls are reasonable and justifiable in the circumstances.

*(continued next page)*



4. Adopts the Waitaki District General Bylaw 2017 (as set out in Appendix 4 with amendments as it sees fit), and subject to the approval from the Minister of Conservation – Reserves section to come into effect on 1 July 2018.
5. Commits for consideration through the 2018-28 Long Term Plan an amount of \$10,000 per annum for two (2) years to support responsible cat ownership in the District.
6. Supports the development of a Cat Management Strategy in line with national direction with a view to promoting responsible cat ownership and management in the Waitaki District which may include a joint campaign with vets, the SPCA and regional councils.

CARRIED  
AGAINST: Cr Hopkins

## 8. EnviroSchools Programme

The report, as circulated, sought the agreement of Council to a programme so that EnviroSchools can be implemented in the 2018 school year.

RESOLVED  
WDC17/221

Cr Dawson / Cr Tavendale  
"That Council approves the EnviroSchools Programme for implementation in 2018."

CARRIED

## 9. Warrants of Appointment

Cr Percival commended Group Manager Lisa Baillie for introducing the condition of a successful Policy Vetting clearance as a foundation for Warrants of Appointment.

RESOLVED  
WDC17/222

Cr Percival / Cr Holding  
"That, subject to a successful Police Vetting clearance, Waitaki District Council resolves as follows:

- 1) Waitaki District Council hereby appoints **Grant Michael Rhodes** (Projects and Assets Officer – Property) 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 or building other than a dwellinghouse (s171);
    - ii) Entry of land or building (including dwellinghouse, if accompanied by a constable) for enforcement purposes (s172);
    - iii) Entry of land or buildings 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) Carry out, at any reasonable time, inspections of any place or structure (except a dwelling house) (s332);
    - iv) Take preventative or remedial action (s330); and
    - v) Enter for survey (s333).

- c) A 'Litter Control Officer' under Section 5 of the Litter Act 1979 with authority to exercise all the powers of a Litter Control Officer under the Litter Act 1979.
- 2) Waitaki District Council hereby appoints **Roger Charles Cook** (Building Services Manager) 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 or building other than a dwellinghouse (s171);
    - ii) Entry of land or building (including dwellinghouse, if accompanied by a constable) for enforcement purposes (s172);
    - iii) Entry of land or buildings in cases of emergency (s173); and
    - iv) Authority to act (s174).
  - b) An 'Authorised Person' under Section 206 of the Building Act 2004 with authority to exercise all the powers of an Authorised Person/Enforcement Officer/Agent under the Building Act 2004, and in particular the following powers:
    - i) Inspection by building consent authority (s90);
    - ii) Inspection by territorial authority (s111);
    - iii) Measures to avoid immediate danger or to fix unsanitary conditions (s129);
    - iv) Inspection of building work under notice to fix (s167);
    - v) Request information or production of documents (s207a);
    - vi) Inspection by territorial authority (s222); and
    - vii) Issue infringement notices (s372).
  - c) An 'Inspector' under Section 6 of the Machinery Act 1950 with authority to exercise all the powers of an Inspector under the Machinery Act 1950.
  - d) An 'Officer' under Section 23 of the Amusement Devices Regulations 1978 with authority to exercise all the powers of an Officer under the Amusement Devices Regulations 1978.
  - e) A 'Litter Control Officer' under Section 5 of the Litter Act 1979 with authority to exercise all the powers of a Litter Control Officer under the Litter Act 1979."

CARRIED

## 10. Committee Structure / Membership Changes

A report circulated with the agenda had proposed a Committee structure incorporating some membership changes, as per the original intention to review Committees after 12 months since the implementation of the current Committee arrangement. This review coincides with the realignment of the organisational structure, confirmed on Friday 24 November 2017.

A revised version of the report dated 6 December 2017 was tabled and circulated at the meeting, including to members of the public and media. Discussion and the ensuing resolution focused on the Committee structure and membership set out in that revised report.

RESOLVED  
WDC17/223

Cr Hopkins / Cr Tavendale

"That Council adopts the proposed Committee structure, with amendments as proposed by the Mayor in his revised report dated 6 December 2017, to take effect from 1 January 2018."

CARRIED

It was further AGREED that:

(a) The four main standing committees (Assets; Heritage, Environment and Regulatory; and Community and Culture; and Finance, Audit and Risk) would remain in place for the remainder of the three-year term of current elected members.

(b) All other committees and sub-committees would be considered for any necessary structural and/or membership changes in the new year.

At 11.10am, the Chair signalled his intention to move the meeting into public excluded. The only member of the public present (media representative) left the room.

RESOLVED  
WDC17/224

Cr Hopkins / Cr Percival

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

- Confirmation of Public Excluded Meeting Minutes – Council Meeting 25 October 2017
- Public Excluded Recommendation from Assets Committee Meeting – 22 November 2017
- Harbour Visitor Accommodation PE
- Sale of Improvements PE
- Upper and Lower Waitaki Zone Water Management Committees Refresh Papers PE
- Recommendation for Release of Public Excluded Information."

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:  |  |
| 11. Confirmation of Public Excluded Minutes – Council Meeting 25 October 2017       | To protect the privacy of natural persons. Section 48(1)(a)  |
| 12. Public Excluded Recommendation from Assets Committee Meeting – 22 November 2017 | (The disclosure of the information would cause unnecessary personal embarrassment to the persons concerned.)     |
| 13. Harbour Visitor Accommodation PE  | To enable the Council to carry out commercial negotiations without prejudice or disadvantage.                    |
| 14. Sale of Improvements PE   | Section 48(1)(a)   |
| 15. Upper and Lower Waitaki Zone Water Management Committees Refresh Papers PE      | (Premature disclosure of the information would detrimentally affect the Council's position in the negotiations.) |
| 16. Recommendation for Release of Public Excluded Information PE                    |  |

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  
WDC17/232

Cr Wollstein / Cr Hopkins

"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

## 16. Release of Public Excluded Information

RESOLVED  
WDC17/233

"That Council, in accordance with Clause 17.5 of the Waitaki District Council Standing Orders 2016 to 2019, releases in the public minutes of this 6 December 2017 Council Meeting previously public excluded information as set out below, namely:

RESOLVED  
WDC17/231

Cr Hopkins / Cr Dawson

"That Council:

- 1 Endorses the recommendation of Environment Canterbury to reappoint Lisa Anderson as the community member of the Upper Waitaki Zone Water Management Committee; and
- 2 Endorses the recommendation of Environment Canterbury to appoint community members of the Lower Waitaki South Coastal Canterbury Zone Water Management Committee as follows:
  - a. Brent Packman
  - b. Daniel Isbister
  - c. Barney Hoskins
  - d. Kate White."

CARRIED

There being no further business, the Chair declared the meeting closed at 12.14pm.

Confirmed on this 13<sup>th</sup> day of February 2018 in the Council Chambers, Third Floor, Waitaki District Council Headquarters, 20 Thames Street, Oamaru.

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Chairperson

# Waitaki District Council Memorandum

**From** Mayor Gary Kircher

**Date** 13 February 2018

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## Mayor's Report

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### Recommendation

That Council receives and notes 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 Christmas break has come and gone, but with one of the best summers we've had for some time! Many people have enjoyed the weather and the opportunity to spend time with family and friends, often around water. But the work of Council has carried on.

The office was back in action on the 3<sup>rd</sup> of January, ensuring we were here to look after customers' needs, so a big thank you to our staff members who were back on deck then. Customer service continues to be a key focus for us, and being available is an important part of that. So, what interesting things have been happening? Here's a sample...

### The 2017 wrap-up

At the last Council meeting, we reappointed two directors on the board of Whitestone Contracting – Michael De Buyzer who is currently Chair, and John Rowell. The company is performing very well, and the last two years have resulted in record profits. Following interviews held by the Executive Committee during January, we will be making further decisions at today's Council meeting on directorships for Waitaki District Health Services Ltd, and Tourism Waitaki Ltd. I look forward to announcing the results of those decisions in due course.

At the beginning of December, it looked like we may have a quiet end to the year, but some major projects were progressing and there were meetings on a number of topics. We had an interesting opportunity present itself to us on the property front which our staff worked hard to progress as much as possible in a very short time. We held a session on the Cultural Facilities Project which will be followed up by another session next week, and the Harbour Area Committee has been focused on getting some of the smaller, but important, outstanding issues around the harbour tidied up.

### New Year's Eve Event

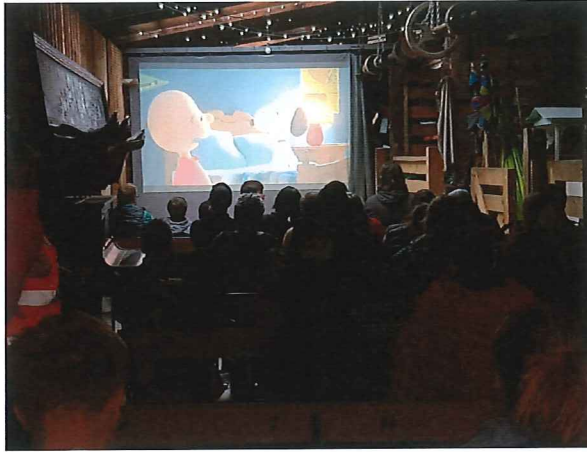
Recent years have seen increased calls from the community to re-start a New Year's Eve event that catered for families and those who did not wish to go to one of the licenced premises that are usually open for the evening. The previous year, a couple of locals held a last-minute get together in front of the Council and attracted a small crowd, but the calls were for a formal event. So it fell to Deputy Mayor Tavendale and myself to pick up the challenge, and I thank Melanie very much for her leadership on this event. Once we had the main details sorted, there was a lot of work to get it all together. The details were to change many times along the way, but everything fell (or was shoved) into place, and the event went ahead.

The weather didn't quite cooperate on the night, with drizzle still falling at the start time of 7pm, but the forecast clearing did occur around 8pm and all was good! We had to move the music entertainment indoors to the Loan & Merc (generously provided by Sally-Ann Donnelly) and a couple of other planned activities had to get dropped. Attendance numbers were affected by the weather, but we were still very pleased with the numbers of people at the event. Some came with their wee ones



and left part-way through, others came later and stayed through to the end, and a good number stopped by on their wandering between other venues that night. The highlights were the bands we had booked, and the fireworks at midnight (paid for with a grant from the Otago Community Trust.) The fireworks were set off from King George Park and were visible from many parts of Oamaru.

Special thanks to the small band of volunteers who helped us on the night – we couldn't have done it without them! The next step is to start planning for 2018's New Year's Eve, but we will be talking to Tourism Waitaki to see if they can take some of the coordinating off us. It's a rewarding task, but neither Melanie nor I have the time in that latter part of the year to fit in organising an event like this. But I am confident that it will continue, now that the inaugural event has shown great potential.



The movies were popular



Some of the merry band of volunteers



The Heavy Feathers were a hit with the crowd

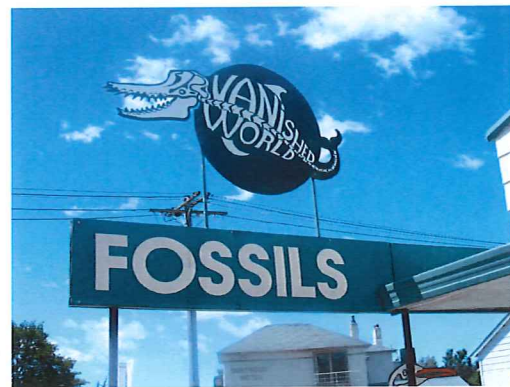
The Fire And Circus Performers



### UNESCO Global Geopark Progress

Some projects take a long time to come to fruition, but this one has been millions of years in the making! Vanished World's volunteers have grown their centre and associated sites over the past couple of decades, and their dream of attaining Global Geopark status is getting closer! Chair Mike Grey has taken on that role specifically to help the group make progress, and we have had several meetings over the past year. With the arrival of our new Chief Executive, and with his initiative of bringing interns on board, it has given us the capacity and capability to add more than lip service to the proposal, and we will see some real action. We now have Nicolas Lebrun on board to work full time on the opportunity, and his strategic abilities and his knowledge will give us a definite edge.

This coincides with a call from the government for districts who have possible sites to put together applications for vetting. They are after two worthy contenders who they can then assist to apply for UNESCO Global Geopark status. The timing is excellent and I am confident that we have everything it will take to make our bid a success. It will be an amazing journey for the team at Vanished World – going from a small group of volunteers to becoming the corner stone of an internationally recognised area, bringing academic and tourism opportunities.



### International Intern Programme

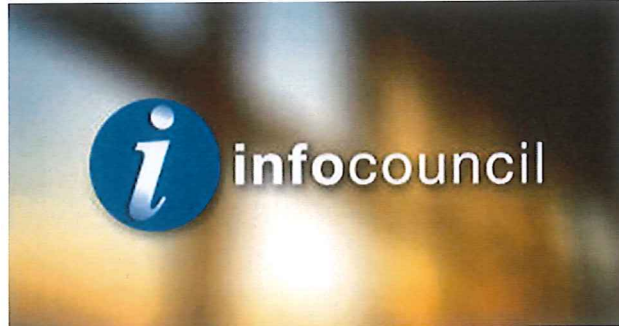
We now have our first interns on deck, and it is encouraging to see the enthusiasm and ability they bring to their roles. I am confident we will gain a lot from their time here, and I'm sure that will be reciprocated. Within a few months, we will have a contingent of nine interns, which will really make a difference around the office! The future is exciting!



Amelia Guibbal and Nicolas Lebrun, both from France, are our first two international interns. They are working with Tourism Waitaki and on the Geopark proposal respectively.

## Infocouncil

There has been a considerable amount of work going on internally to prepare for the introduction of Infocouncil, a tool designed to put our Council and committee agendas and reports together in a much more structured way. Staff have put a lot of effort into the project, and we hope to be going live around the end of May. I usually wouldn't report on something as internally-focused as this, but



it has raised some interesting issues along the way. One is that it is a major departure from the way many of us have done things up until now. But whilst that type of significant change can cause concerns, it may also be necessary as a 'game changer' to help move the organisation forward. But the other side of it is that a system designed to standardise processes and remove the challenges of differing levels of service, can also sometimes remove flexibility. Where it affects me most is the ability to write my Mayoral reports so that they are as informative and up-to-date as possible. With some good cooperation and open attitudes by those involved, I think we have found the right balance so we should be all good on that one. My overall message is that we do want to see some positive changes to how we do things for our ratepayers, and working together and keeping open minds is much more likely to give us the best result.

## Steampunk Opportunity

Later this year, Peter Jackson releases his latest movie, *Mortal Engines*, a film based on a Steampunk book. It promises to be another big hit, with a captivating storyline, and some amazing special effects. Given that the book is the first in a series, this could create a major boost for the genre which is already a part of our community. Oamaru has an opportunity to gain the upperhand in the battle for

New Zealand supremacy when it comes to Steampunk. We have become the self-titled 'Capital of Steampunk', and we can take advantage of the movie to press home our advantages to ensure we get the maximum economic and social benefit of this interesting genre.

With this in mind, a number of locals have been meeting with me, Councillors Tavendale and Holding, and Chief Executive Fergus Power to develop a strategy of how Waitaki can leverage off the opportunity. We have a few things we will do, with the Council playing a support role. As we progress this strategy, new opportunities will undoubtedly become more obvious, so we need to be flexible and nimble with our approach. I look forward to briefing Councillors on more detail in the near future.



Scenes from the *Mortal Engines* movie to be released in December this year



**Meetings Attended:**

|             |  |
|-------------|--|
| 23 November | Meeting with Marise Martin, Victorian Heritage Celebrations      |
| 23 November | Judging of the Youth You Tube Project – Waitaki Boys High School |
| 23 November | Crowe Horwath Christmas function                                 |
| 24 November | Mini Mayoral Forum, Waimate                                      |
| 24 November | Meeting with Dr Greg Clydesdale re amenity planning              |
| 25 November | Christmas Parade   |
| 27 November | Mayor and CE Catch-Up  |
| 27 November | Draft Agenda Meeting   |
| 27 November | Solid Waste Working Group Workshop                               |
| 27 November | Science Roadshow   |
| 27 November | Burnside Homestead Visit   |
| 28 November | Radio Interview with Real104                                     |
| 28 November | Library Volunteers Christmas Morning tea                         |
| 28 November | Meeting with Jason Tibble, MSD                                   |
| 28 November | Meeting with Tihou Messenger-Weepu, Mentoring program            |
| 29 November | Council and Management Workshop                                  |
| 29 November | Youth Council Christmas Dinner                                   |
| 30 November | Meeting with Keith McIntosh, Fire and Emergency NZ               |
| 30 November | The Great Southern Tourism Opportunity Conference, Queenstown    |
| 1 December  | Upper Waitaki RSA Christmas Function, Kurow                      |
| 4 December  | Mayor and CE Catch-up  |
| 4 December  | Council Workshop   |
| 4 December  | Executive Committee Workshop                                     |
| 4 December  | Meeting with Peter Cameron, North Otago Cricket                  |
| 4 December  | Citizenship Ceremony   |
| 4 December  | Graduation Ceremony  |
| 5 December  | Riding for the Disabled Christmas Function                       |
| 5 December  | Meeting with Dan Lewis re events                                 |
| 5 December  | Meeting with Gloria Hurst re Waitaki opportunities               |
| 5 December  | A2O Ultra Partners' Function and update                          |
| 6 December  | Council Meeting  |
| 6 December  | LTP Workshops  |
| 6 December  | Council Briefing   |
| 7 December  | Meeting with Lucianne White, Tourism Waitaki                     |
| 7 December  | Meeting with Waitaki Irrigation                                  |
| 7 December  | Meeting with John Mattison, St John Ambulance                    |
| 7 December  | Meeting with Mike McElhinnery, Tourism Waitaki                   |
| 8 December  | LJ Hooker Christmas BBQ  |
| 8 December  | Waitaki District Council Christmas Party                         |
| 9 December  | Peter Cleverley – Forrester Gallery Exhibition opening           |
| 9 December  | International Christmas Dinner – Multicultural Council           |
| 11 December | Mayor and CE Catch-up  |
| 11 December | Meeting Waitaki River to Dunedin Safe Roads Project              |
| 11 December | Waihemo Community Board Meeting                                  |
| 12 December | Phoenix Water Wheel Trust Meeting                                |
| 12 December | Meeting with Federated Farmers representatives                   |
| 12 December | Oamaru Whitestone Civic Meeting                                  |
| 13 December | Harbour Area Committee Workshop                                  |
| 13 December | Council Workshop   |
| 13 December | Mayor's Christmas Function                                       |
| 14 December | Various sessions with Dave Bamford                               |
| 14 December | Iona Home and Hospital Christmas Function                        |
| 15 December | Launch of Otago Landmarks, Dunedin                               |
| 15 December | Official re-opening of the refurbished Craig Fountain            |
| 16 December | Filipino Community Christmas Party, Glenavy                      |
| 18 December | Mayor and CE Catch-up  |
| 18 December | Meeting with Otago Regional Council Representatives              |
| 19 December | Meeting with Derek Beveridge                                     |

|                |  |
|----------------|--|
| 19 December    | Meeting with Ministry of Primary Industry re M. Bovis strategy   |
| 19 December    | Oamaru Whitestone Civic Trust Meeting                            |
| 20 December    | Meeting with Richard Roberts and Megan Crawford, Dunedin Airport |
| 20 December    | Cultural Facilities Advisory Committee                           |
| 20 December    | Meeting with Mike McElhinney, Tourism Waitaki                    |
| 21 December    | Christmas Shop Window Display Judging – Youth Council            |
| 22 December    | Prize giving for Christmas Shop Window Display                   |
| 24 December    | Meeting with Jae Bedford re New Year's Eve Event                 |
| 29 December    | Meeting with Melanie Tavendale re New Year's Eve Event           |
| 30-31 December | New Year's Eve Event preparation                                 |
| 31 December    | New Year's Eve Event   |
| 5 January      | Meeting with Vanished World committee                            |
| 8 January      | Mayor and CE Catch-up  |
| 8 January      | Meeting with Ngaire Woodward, Moeraki re Haven St                |
| 8 January      | Meeting with David Higgins, Te Runanga O Moeraki                 |
| 8 January      | Steampunk meeting  |
| 9 January      | CCO Directorship Appointment Interviews                          |
| 9 January      | Meeting with Bruce Comfort                                       |
| 9 January      | Visit to flood damaged house                                     |
| 10 January     | Meeting with Richard Thorpe, Oamaru Meats                        |
| 10 January     | Economic Development meeting re airport                          |
| 11 January     | Meeting with Damien Goodsir re Friendly Bay Family Day           |
| 11 January     | Meeting with Mike McElhinney, Tourism Waitaki                    |
| 12 January     | Meeting with Bill Nye, Adventure Books                           |
| 15 January     | Mayor and CE Catch-up  |
| 16 January     | CCO Directorship Appointment Interviews                          |
| 16 January     | Executive Committee workshop – CEO KPI Discussion                |
| 16 January     | Executive Committee Meeting                                      |
| 16 January     | Oamaru Whitestone Civic Trust Meeting                            |
| 17 January     | Meeting with Shannon Beynon, Waitaki Herald                      |
| 17 January     | Meeting with Brian Davey re private property purchase            |
| 17 January     | Meeting with Lynn Stevens re Christmas decorations               |
| 17 January     | Meeting with Mark Smith, OWCT                                    |
| 19 January     | Meeting re UNESCO Global Geopark                                 |
| 19 January     | Meeting with Michael Sandri, A2O Ultra 2019                      |
| 19 January     | Meeting with Harry Andrews, Oamaru Steam and Rail                |
| 24 January     | Meeting with Christine Dorsey and Co                             |
| 24 January     | Meeting with Natalie Evans                                       |
| 25 January     | Meeting with Jason Mavor, Breens Construction                    |
| 26 January     | Meeting with Carol and Phil from the Otago Community trust       |
| 26 January     | Meeting re Jazz Festival Trustpower presentation                 |
| 26 January     | Meeting with Mark and Sue Duffy                                  |
| 26 January     | Meeting with Otago Community Trust                               |
| 29 January     | Youth Council Meeting  |
| 30 January     | Harbour Area Committee Workshop                                  |
| 30 January     | Councillor Briefing  |
| 31 January     | Mayor and CE Catch-up  |
| 31 January     | Meeting re Harbour Build Progress                                |
| 31 January     | SDHB Community Engagement Forum                                  |



**Mayor Gary Kircher**

# Waitaki District Council Memorandum

From Chief Executive

Date 13 February 2018

## Chief Executive's Report

### Recommendation

That Council receives and notes 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 6 December 2017.

#### 1. Leadership

I presented a draft suite of KPIs at the Executive Committee Workshop on 16 January 2018. These were discussed taking into consideration 'Business As Usual' key performance targets, along with those strategic priorities agreed by Councillors at the Strategic Priorities Framework workshop held on 29 November 2017.

While some 'fine tuning' of these strategic priorities is anticipated at an upcoming second Strategic Priorities Workshop to be held in March, on 4 February 2018 Councillors were invited to indicate their preferred prioritisation of those KPIs discussed with the Executive Committee on 16 January 2018 through completion of a survey.

#### 2. Internship Programme

- We currently have 11 confirmed international interns.
- Two of our international interns have arrived and have commenced work.
- 1 NZ student is undertaking biodiversity research in the Planning Department.

I would like to introduce our first two international interns who have arrived in Oamaru and are busy familiarising themselves with their new environment and projects.



Amelia Guibbal is from France (the French Reunion Islands, although she has been in Paris in recent years). Amelia is studying a Bachelor of Translation and International Relations Catholic University of Lyon.

She will be with us for 4 months (22 January 2018 – 9 May 2018) – and has been allocated to Tourism Waitaki to assist with the internationalisation of the district's tourism materials, and international translation/communication - translation of printed/social media materials/marketing. As a result, she is based predominantly at Tourism Waitaki.



Nicolas Lebrun is from France. He is studying a Bachelor of Business and Administration at Neoma Business School, Rouen.

He will be with us for six months (29 January 2018 – 30 July 2018).

Nicolas will be project coordinating our UNESCO Global Geopark application.

He is based at Council HQ.

### 3. Business and Site Visits

|                |   |
|----------------|---|
| 11 December    | Heliventures, Oamaru Airport  |
| 14-15 December | Prospective World Heritage Area and UNESCO Global Geopark Site visits with Dave Bamford (TRC) |
| 15 December    | Craig Fountain Opening, Oamaru Public Gardens   |
| 18 December    | Lake Ohau Ratepayers and Residents Association Meeting  |
| 4 January      | Te Ana Maori Rock Art Centre Site Visit, Timaru   |
| 10 January     | Lean Meats, Oamaru  |
| 12 January     | Home Gallery Fine Arts, Oamaru  |
| 18 January     | St Kevin's Redcastle House/ Intern Accommodation Inspection                                   |
| 18 January     | Lake Ohau Ratepayers and Residents Association, Lake Ohau                                     |
| 6 February     | Waitangi Day Celebration at Te Rau Aroha Marae, Bluff   |

### 4. Meetings Attended

|             |   |
|-------------|---|
| 6 December  | Kiwi Rail Discussion  |
| 6 December  | NOIC Expansion Celebration  |
| 7 December  | Meeting with Don Patterson  |
| 7 December  | Meeting with Andrew Crawford, Sounds Air  |
| 7 December  | Meeting with Waitaki Irrigation   |
| 7 December  | Meeting with Mike McElhinney, Topflite  |
| 8 December  | Meeting with Glenn Campbell, Whitestone Contracting   |
| 8 December  | Meeting with Peter Kelliher and Steve Rushbrook (ORC) on Harbour Legal Advice, Oamaru   |
| 8 December  | Teleconference with Tourism Expert Dave Bamford   |
| 8 December  | Meeting with Faye Ormandy and Mike Gray of Vanished World   |
| 11 December | Waihemo Community Board Meeting, Palmerston   |
| 12 December | Federated Farmers Meeting, Oamaru   |
| 12 December | Meeting with Virginia Nichols, Otago Southland Employers' Association, Oamaru   |
| 12 December | Meeting with Vetlife and Vet Centre about intern programme  |
| 12 December | Mackenzie Tenure Review Meeting, Oamaru   |
| 13 December | Mayoral Christmas Function  |
| 14 December | World Heritage and UNESCO Global Geopark Sites dinner (Dave Bamford, Tourism Waitaki, Waitaki Tourism Association and Deputy Mayor Tavendale) |
| 15 December | World Heritage and UNESCO Global Geopark Workshop   |
| 20 December | Meeting with Richard Roberts, Chief Executive Dunedin Airport & Megan Crawford, GM Marketing and Communications                               |
| 20 December | Cultural Facilities Advisory Committee  |
| 20 December | Workshop HQ Office Proposed Layout  |
| 21 December | Zip line Proposal Meeting, Oamaru   |



|               |   |
|---------------|---|
| 5 January     | UNESCO Global Geopark meeting with Mike Gray and Faye Ormandy, Vanished World |
| 8 January     | Meeting with Ngaire Woodward and David Higgins, Moeraki                       |
| 9 January     | Meeting with Paul Claman and Alistair Sands, Waitaki Summer Music Camp        |
| 9 January     | Meeting with Bruce Comfort  |
| 10 January    | Meeting with Dr Mark Smith, OWCT  |
| 11-15 January | Environmental Health Services Manager Interviews                              |
| 12 January    | Skype meeting, Mackenzie Review Report  |
| 12 January    | Meeting with Terry Hannan re Steel Bikes Festival proposal                    |
| 15 January    | Meeting with Kevin Murdoch, Oamaru Yacht Club                                 |
| 16 January    | Executive Committee Workshop – CEO KPI Discussion                             |
| 17 January    | Meeting with Tourism Waitaki staff re international intern programme          |
| 19 January    | Otago CEO's Group Meeting, Dunedin  |
| 22-26 January | Leave   |
| 29 January    | Otago Regional Economic Development Meeting, Dunedin                          |
| 30 January    | Meeting with Karen Thomas, SOLGM Chief Executive                              |
| 31 January    | Meeting with Glenn Campbell, Whitestone Contracting                           |
| 31 January    | Harbour Build Progress Meeting with the Wards'                                |
| 1 February    | Meeting with Paul Wilson, Xyst Limited  |
| 1 February    | Meeting with Oamaru Steam and Rail  |
| 2 February    | Meeting with Richie McCaw Statue Committee, Kurow                             |
| 6 February    | Attendance at Waitangi Day official celebrations, Invercargill                |
| 6 February    | Otago/Southland Mayoral Forum dinner, Invercargill                            |
| 7 February    | Otago Joint CDEM Committee & Mayoral Forum, Invercargill                      |
| 8 February    | Meeting with Graham Sullivan, Ahuriri Community Board Chair                   |
| 9 February    | Meeting with Kathy Dennison, Waihemo Community Board Chair                    |
| 8-9 February  | Digital Multimedia Specialist Interviews                                      |
| 12 February   | Canterbury Chief Executives' Forum, Christchurch                              |
| 12 February   | Otago Chamber of Commerce Business After 5 meeting, Oamaru                    |



Fergus Power  
Chief Executive Officer

# Waitaki District Council Report

From Recreation Manager

Date 13 February 2018

## Omarama Top 10 Improvements

### Recommendation

That Council approves the construction of six (6) new cabins by the lessee at the Omarama Top 10 campground.

### Objective of the Decision

To allow the lessee to construct six (6) new cabins to meet market demand.

### 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    | Moderate        | Community Board Views        | Moderate        |
| Consultation       | No              | Publicity and Communication  | No              |

### Background

Council administers the land leased by the Omarama campground under the Reserves Act 1977. Infrastructure and improvements are owned by the lessee.

The lessee has requested permission to construct six (6) additional cabins on the land to cater for market demand. Effectively, sites that have previously been used for tents will be occupied by cabins.

The lease states:

*(14) THAT the Lessee shall not erect or place any further buildings on the said land or vary the development programme in Clause 3 hereof without the prior approval in writing of the Minister of Lands.*

The lessee has also requested that Council consider selling the land to them. However, the land is classified as reserve and is not able to be sold. This request has not been considered further in this report and the lessee has been advised.

### Reserves Act 1977

The land is administered by Council under the Reserves Act 1977. In June 2013, the Minister of Conservation delegated to Councils 'all powers of the minister' for leasing Recreation Reserves (Section 54 of the reserves act) where that Council is the administering body of that reserve.

### Council Delegations

Council holds the delegation for approving leases and licences under the Reserves Act. The Chief Executive Officer can sign lease agreements and variation.

### Assessment

Camping is an established activity on the site. The locations of the proposed cabins are on existing grassed areas currently used by tents. No tree or shrub removal is planned or necessary as part of the improvements. No scenic, historic, archaeological, biological, geological, or other scientific features or indigenous flora or fauna or wildlife will be affected by the proposed work.

The qualities of the reserve which contribute to the pleasantness, harmony, and cohesion of the natural environment and to the better use and enjoyment of the reserve will be unaffected. The proposed work will not affect its value as a soil, water, and forest conservation area.

**Notification**

As the site is already leased as a camping ground with existing building and facilities including cabins, the proposed improvements are consistent with the existing use and purpose of the reserve and an established lease. Public notification is not considered necessary.

**Summary of Options Considered**

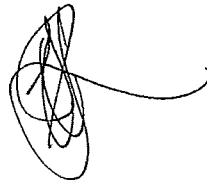
**Option 1** – Approve the construction of six (6) new cabins by the lessee at the Omarama Top 10 campground.

**Option 2** – Request that further information be provided.

**Option 3** – Decline the request.

**Assessment of Preferred Option**

Option one is the preferred option as the proposed activity is consistent with the use of the land; impact on biodiversity and landscape values is negligible; and it supports Council's lessee in operating their business.



Erik van der Spek  
**Recreation Manager**

Neil Jorgenson  
**Assets Group Manager**

**Attachments**

Additional decision making considerations  
Letter to Council from Lessee

## Attachment 1

**Additional Decision Making Considerations**

The following matters have been considered in making the decisions.

**Outcomes**

The recommended decision supports the following Council Outcomes:

- 'Keeping the district affordable' and
- 'Enabling opportunities for new and existing businesses'.

**Legal**

The current lease provides for improvements subject to approval by Council.

**Significance**

The decision is considered to be of low significance and a level of engagement of 'Inform' is appropriate.

|                        |  |
|------------------------|--|
| Consistency            | Score = 1. Is consistent with existing lease.  |
| Financial Consequences | Score = 0. Will not incur additional costs to Council.   |
| Community Impact       | Score = 0. No change in impact on community.   |
| Controversy            | Score = 1. There is unlikely to be any controversy.  |
| Reversibility          | Score = 2. Once the improvements have been constructed, Council would need to negotiate the removal of the assets.             |
| Uncertainty            | Score = 1. The level of uncertainty is considered to be low.   |
| Strategic Asset        | Score = 0. A strategic asset, as listed in Schedule 1 of the Significance and Engagement Policy, is not part of this decision. |

**Community Views and Consultation**

Community views have not been sought.

## Attachment 2

## Letter requesting Lease assignment

Sunday 21<sup>st</sup> January, 2018

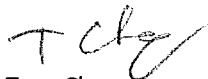
To whom it may concern,

I am writing to request approval for the 2 new oval cabins, and 4 new Versatile Motel Studio's that we would like to put on the property here at the Omarama TOP10 Holiday Park.

With the accommodation shortage, in particular with the Maadi Cup Rowing Regatta in March, we would appreciate this being moved along at your absolute earliest convenience.

Further to this, Amanda and myself would like to apply to purchase the land as freehold here at the park.

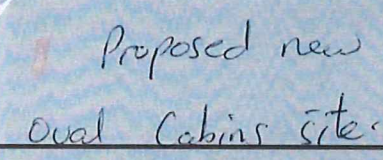
Kind Regards,



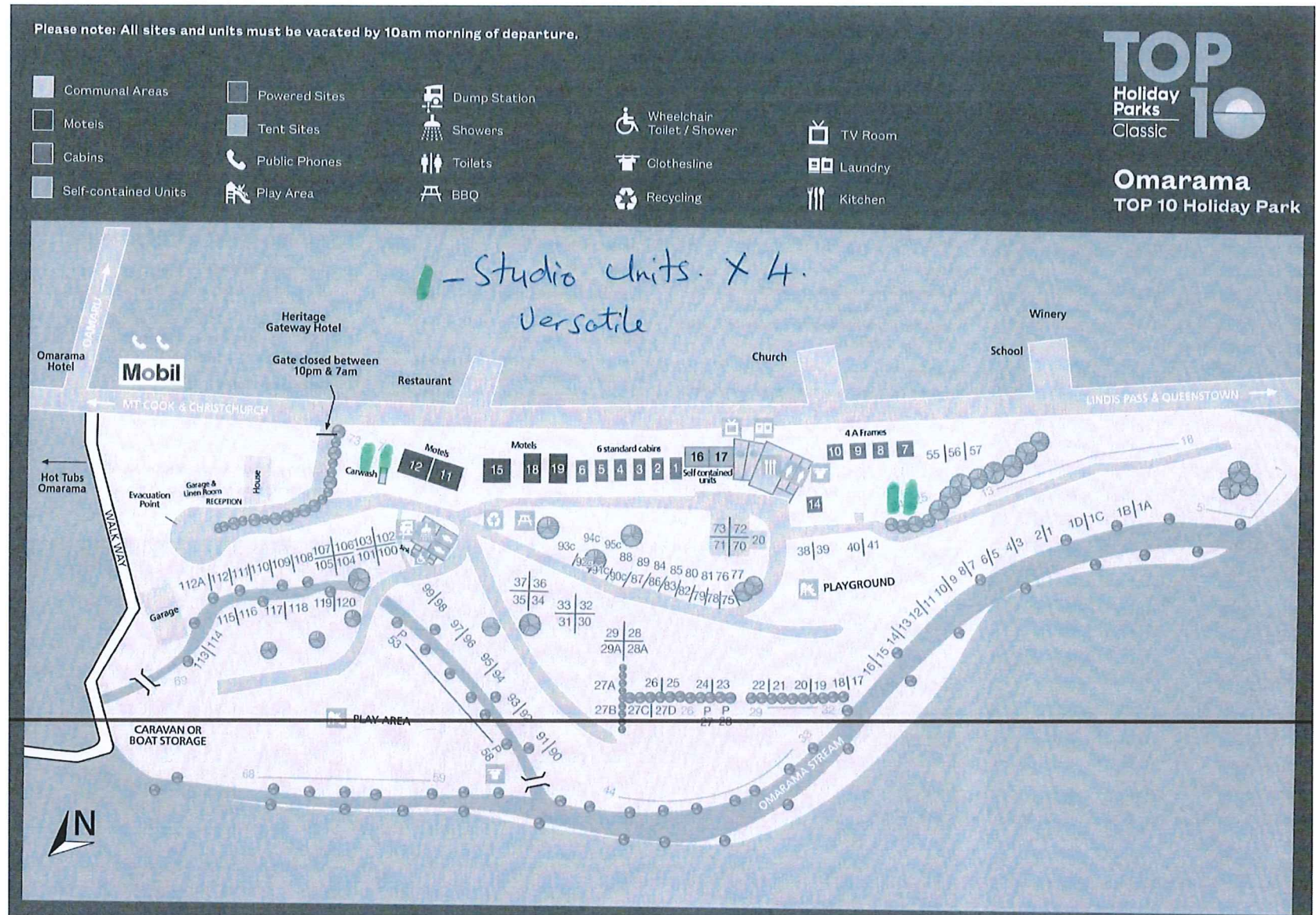
Tony Chapman

Owner Omarama TOP10 Holiday Park.

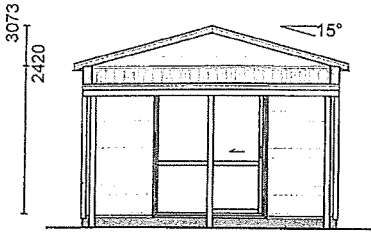
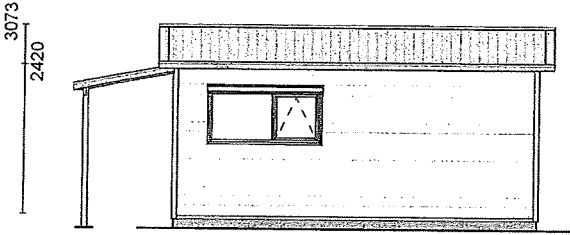
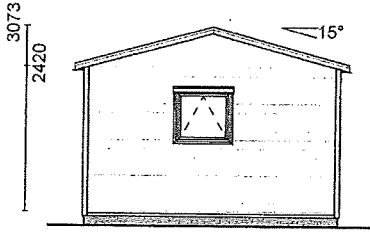
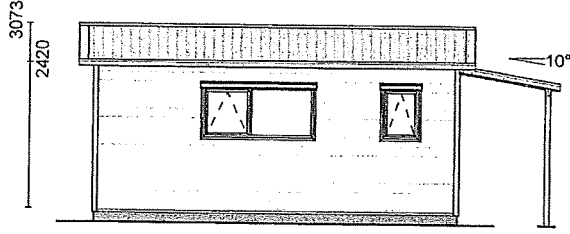






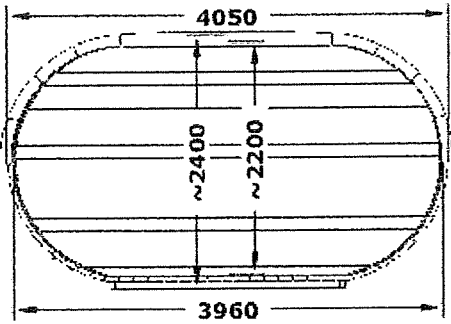
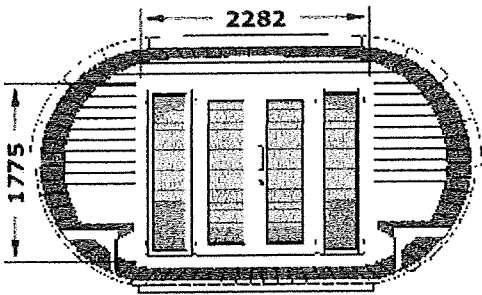
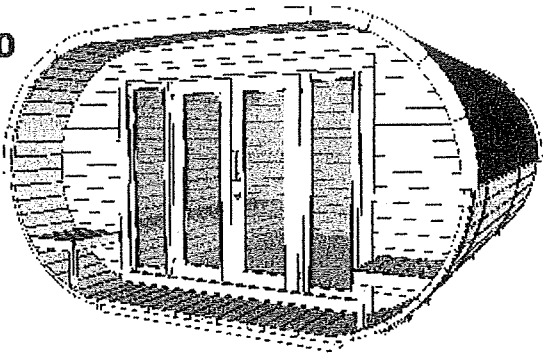


## Versatile Cabins

|  |   |
|--|---|
| VIEW 1   |  <p>1D-R:<br/>DG-CG-EJS<br/>1980x1750</p>                     |
| VIEW 2   |  <p>3A-R:<br/>DG-CG-EJS<br/>770x1750</p>                      |
| VIEW 3   |  <p>4A:<br/>DG-CG-EJS<br/>770x850</p>                         |
| VIEW 4   |  <p>3A-L: DG-CG-EJS 770x1750      4C: DG-CG-EJS 770x550</p> |
| <p>Project No.: 782-169767J1.0</p> <p><b>VERSATILE</b><br/>HOMES &amp; BUILDINGS</p> <p>Versatile Homes &amp; Buildings Oamaru<br/>42 Nen Street<br/>Oamaru<br/>0800 837728<br/>oamaru@versatile.co.nz</p> <p>For: Mr Tony Chapman<br/>1 Omarama Avenue<br/>Omarama</p> <p>SCALE NTS</p> <p>Elevation</p> <p>Page 6 of 6</p> <p>Design Approved by Client: _____</p> <p>Date _____</p> |   |

Oval Cabins

Oval Camping 4,0 \* 4,0





# Waitaki District Council Report

**From** Recreation Manager

**Date** 13 February 2018

## Contribution to Tennis Improvements

### Recommendation

That Council approves up to \$20,000 from the Whitestone Dividend received in 2017/18 towards the development of six hard surface tennis courts by the North Otago Lawn Tennis Association (NOLTA).

### Summary

The North Otago Lawn Tennis Association is converting part of the grass courts to hard surface. The cost to do the work is higher than estimated. NOLTA has requested Council consider contributing \$20,000 towards the project.

### Summary of Decision Making Criteria (Appendix One)

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

### Background

In September 2016, Council resolved:

**RESOLVED**  
WDC16/226

*Crs Wollstein/Perkins*  
"That Council:

1. Approve North Otago Tennis Association's request to develop six hard surface courts on the existing grass courts nearest their tennis pavilion, and
2. Approve a lease to North Otago Tennis Association for their pavilion and courts, to be consistent with the proposed lease terms in Appendix Four and subject to public notification, and
3. Approve a grant of \$4,000 per annum toward future resurfacing of the new courts, subject to the courts being completed."

**CARRIED**

**RESOLVED**  
WDC16/227

*Crs Hopkins/Tavendale*  
"That Council agrees that:

4. Consideration be given to the lease including agreed provision for public access to the resurfaced courts."

**CARRIED**

Following public notice and consideration of submissions, Council resolved:

**RESOLVED**  
CSC17/020

*Crs Hopkins / Garvan*

"That the Community Services Committee recommends Council:

1. Receives the submission on the proposed North Otago Tennis Association lease and development
2. Confirms its previous resolution (WDC 16/226) to:
  - a. Approve North Otago Tennis Association's request to develop six hard surface courts on the existing grass courts nearest their tennis pavilion, and
  - b. Approve a lease to North Otago Tennis Association for their pavilion and courts, to be consistent with the proposed lease terms in Appendix Four and subject to public notification, and

- c. *Approve a grant of \$4,000 per annum toward future resurfacing of the new courts subject to the courts being completed and available for agreed public use."*

CARRIED

Subsequently, arrangements for public access to resurfaced courts have been provided to Council and NOLTA has proceeded with planning for these improvements. NOLTA has reviewed project costs and funding opportunities and has requested that Council contribute \$20,000 towards construction costs (Attachment 2).

It is recommended that the contribution be funded from the 2017/18 Whitestone Contracting dividend.

### **Summary of Options Considered**

**Option 1 (recommended)** – Council approves up to \$20,000 from the Whitestone Dividend received in 2017/18 towards the development of six hard surface tennis courts by the North Otago Lawn Tennis Association (NOLTA).

**Option 2** – Council approves up to \$20,000 additional funding from other reserves.

**Option 3** – Council declines the request.

### **Assessment of Preferred Option**

Option 1 is the preferred option as it:

- supports first-class sporting facilities.
- is consistent with previous Council decisions and the purpose for which these funds were allocated.



Erik van der Spek  
**Recreation Manager**

Neil Jorgenson  
**Assets Group Manager**

### **Attachments**

Additional decision making considerations  
North Otago Lawn Tennis Association request  
2017/18 Dividend Commitments

**Additional Decision Making Considerations**

The following matters have been considered in making the decisions.

**Outcomes**

This project will contribute to the following community outcomes:

- We provide and enable services and facilities so people want to stay and move here
- We understand the diverse needs of our community

**Significance**

This does not trigger the Significance and Engagement Policy.

**Community Views and Consultation**

Community views have not been sought.

**Social Considerations**

These works will provide first-class facilities that will enable a high level of sports competition in the district and have the ability to cater for events for our community.

**Financial Considerations**

Use of dividend is at the discretion of Council.



**North Otago Lawn Tennis Association request**

23 January 2018

Hi Erik,

I am writing on behalf of the NOLTA to update you where we are at with the funding towards the redevelopment of the grass courts.

As discussed NOLTA requested \$20k from the council in support towards our re development of the Chelmer St courts to help fund the project which has a total cost of 386k. This was done via a presentation at a council meeting and was supported by the councillors at the time as these will be community courts going forward. The letter of support dated 16.11.17 is attached. We have also obtained funding from the Otago community trust 75K, Lion Foundation 30k, Alexander Community trust 10k, and have 20k of our own funds to go towards the project this totalling \$155k. We also have an application in to youth town for 20K and will be notified in February of the outcome.

As you can see we are over the 1/3rd required to be raised from the lotteries, so we will be putting in a application in February for the remainder, and will be notified of the outcome of that application come the end of June. If you have any further questions please give me a call

Regards

Robin Jamieson  
Committee member NOLTA

## Dividend Commitments

|                                    | Plan<br>2018   | LTP<br>2019    | LTP<br>2020    | LTP<br>2021    | LTP<br>2022    | LTP<br>2023    | LTP<br>2024    | LTP<br>2025    | LTP<br>2026    | LTP<br>2027    | LTP<br>2028    |
|------------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Annual Dividend<br>Standing budget | 120,000        | 120,000        | 120,000        | 120,000        | 120,000        | 120,000        | 120,000        | 120,000        | 120,000        | 120,000        | 120,000        |
| Great rides/Coast cycleway/A20     | 200,000        | 50,000         | 75,000         | 75,000         | 75,000         | 75,000         | 75,000         | 75,000         | 75,000         | 75,000         | 75,000         |
| Coastal protection - urban streets | 25,000         |                |                |                |                |                |                |                |                |                |                |
| Queen Victoria 200 years           |                | 25,000         | 25,000         |                |                |                |                |                |                |                |                |
| Global Geopark                     |                | 30,000         |                |                |                |                |                |                |                |                |                |
| Lower Thames Street realignment    |                | 30,000         |                |                |                |                |                |                |                |                |                |
| <b>Total committed</b>             | <b>345,000</b> | <b>255,000</b> | <b>220,000</b> | <b>195,000</b> | <b>195,000</b> | <b>195,000</b> | <b>195,000</b> | <b>195,000</b> | <b>195,000</b> | <b>195,000</b> | <b>195,000</b> |

# Waitaki District Council Report

**From** Recreation Manager

**Date** 13 February 2018

## Contribution to Cricket Pavilion

### Recommendations

That Council approves up to \$20,000 additional funding from RMA reserves towards the construction of the North Otago Cricket Association (NOCA) Pavilion.

### Summary

The cost to complete the NOCA Pavilion is higher than estimated. NOCA has managed to offset the majority of this cost increase and expect to have a shortfall of \$20,000. NOCA has requested a grant from Council to cover the shortfall.

### Summary of Decision Making Criteria (Appendix One)

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

### Background

In 2013, following discussion between Council, North Otago Cricket and North Otago Rugby, it was agreed to relocate first class cricket from Centennial Oval and Council resolved (WDC12/399) to:

- Approve \$30,000 of RMA funds set aside for Centennial Park improvements be used to develop a First Class Cricket Wicket Block on WCCP fields 2 & 3 in 2013/14; and
- Approve \$60,000 of RMA funds for Centennial Park improvements be set aside as a contribution for future improvements required to establish a field suitable for First Class Cricket (final costs and projects to be approved by Council).

Subsequently, from the \$60,000 allocated to 'other improvements', Council approved \$7,412 for a feasibility study to support Lottery applications (Improving toilet and changing facilities at Excelsior Clubrooms and a Hockey Pavilion) and \$11,440 to meet a shortfall in the wicket construction. (Leaving \$41,148 of the initial \$60,000.)

In June 2016, Council resolved (WDC 16/180) to approve North Otago Cricket Association's (NOCA) use of \$45,358 (\$41,148 plus interest) of RMA funds as a contribution towards the purchase of sight screens (\$20,000) and towards the construction of a cricket pavilion (\$25,358) to establish a field suitable for First Class Cricket.

At the same meeting, Council resolved to lease part of Whitestone Contracting Centennial Park (Centennial Park) to the North Otago Cricket Association for construction of a cricket pavilion.

NOCA has called for tenders and the expected cost of the Pavilion has increased from an estimate of \$260,000 to \$335,000.

NOCA has identified various means to fund or reduce this shortfall and expect a deficit of \$20,000 which it has requested Council fund.

### Summary of Options Considered

**Option 1 (recommended)** – Council approves up to \$20,000 additional funding from RMA reserves towards the construction of the North Otago Cricket Association Pavilion.

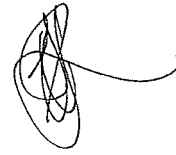
**Option 2** – Council approves up to \$20,000 additional funding from other reserves towards the construction of the North Otago Cricket Association Pavilion.

**Option 3** – Council requests additional information from NOCA.

**Assessment of Preferred Option**

Option 1 is the preferred option as it:

- Supports first class sporting facilities.
- Is consistent with previous council decisions and the purpose for which these funds were allocated



Erik van der Spek  
**Recreation Manager**

Neil Jorgenson  
**Assets Group Manager**

**Attachment**

Additional decision making considerations  
RMA Reserve Account



**Additional Decision Making Considerations**

The following matters have been considered in making the decisions.

**Outcomes**

This project will contribute to the following community outcomes:

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

**Policy and Plan Considerations**

Provision of a Pavilion is consistent with the purpose of Centennial Park.

**Financial and Economic Considerations**

The use of the funds is consistent with the purpose of the RMA reserve.

**Community Views and Consultation**

No views have been sought.

**Social Considerations**

These works will provide first-class facilities that will enable a high level of sports competition in the district and have the ability to cater for regional and national events for our Community.



# Waitaki District Council Report

**From** Payroll Administrator  
People and Culture Group Manager

**Date** 13 February 2018

## Warrant of Appointment

### Recommendation

That, following receipt of a successful Police Vetting clearance, Waitaki District Council resolves as follows:

Waitaki District Council hereby appoints **Gordon Frank Bailey** (Parks Officer – Urban) as:

- a) A 'Ranger' under Section 8 of the Reserves Act 1977 with authority to exercise all the powers of a Ranger under the Reserves Act 1977.
- b) A 'Litter Control Officer' under Section 5 of the Litter Act 1979 with authority to exercise all the powers of a Litter Control Officer under the Litter Act 1979.
- 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.
- 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).

### Background and Objective

This resolution is required to provide enforcement powers for Council's "Parks Officer – Urban".


### Summary of Decision Making Criteria

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

### Significance and Outcomes

This decision is of low significance. It relates to the following outcome:

- Our Local and Central Governments demonstrate efficient and effective use of resources.



Rob Murray  
Payroll Administrator



Lisa Baillie  
People and Culture Group Manager

# Waitaki District Council Memorandum

**From** Finance and Corporate Development Group Manager

**Date** 13 February 2018

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## Development Contributions Decisions Made Under Delegated Authority

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### Recommendations

That Council receives the information.

### Objective

The objective of this report is to ensure that Council is informed of the decisions made by the Development Contributions Committee under delegated authority.

### Summary

The Development Contributions Committee has made three decisions and one recommendation to Council on requests for waiver, review or deferral of development contributions under delegated authority since last reported in October 2017.

Officers have made four decisions under delegated authority.

### Discussion

The Development Contributions Committee has the power to act to reduce, waive or defer development contributions on any one development up to the amount of \$40,000 excluding GST, and the power to recommend to Council to reduce, waive or defer development contributions in excess of \$40,000 excluding GST.

Officers have the authority to make a decision on a request for waiver, review or deferral of payment if the sum involved is less than \$5,000 excluding GST.

As attached, there have been three decisions made by the Development Contributions Committee under delegated authority since last reported in October 2017.

There has been one recommendation to Council made by the Development Contributions Committee under delegated authority since last reported.

There have been four decisions made under Officer-delegated authority since last reported.

Paul Hope

**Finance and Corporate Development Group Manager**

### Attachments

Attachment 1: Copy of decisions made under Delegated Authority



## Attachment 1

**Development Contributions Policy**

There have been three decisions and one recommendation to Council made under the Development Contributions Committee's delegated authority, and four decisions made under Officer-delegated authority since the last report to Council in October 2017.

There has been one recommendation to Council, as the Committee's delegated authority permits it to make a decision only up to \$40,000 excluding GST.

**Development Contributions**

There have been three decisions made under the delegated authority of the Development Contributions Committee since the last report to Council in October 2017.

| <b>Property Address</b>          | <b>Decision Requested</b>                | <b>Decision Made</b>   |
|----------------------------------|--|--|
| Parsons Road, Oamaru             | Review roading development contributions | Reduce Roding development contributions.   |
| Tokarahi-Duntroon Road, Tokarahi | Review roading development contributions | Reduce Roding development contributions.   |
| Horse Range Road                 | Review roading development contributions | Reduce roading development contributions based on correct GFA and use of building. |

There has been one recommendation to Council made under the delegated authority of the Development Contributions Committee since the last report to Council in October 2017 as detailed in a separate report.

| <b>Property Address</b> | <b>Decision Requested</b>                            | <b>Recommendation Made</b>                |
|-------------------------|--|---|
| Weston Road, Oamaru     | Defer water and wastewater development contributions | Enable deferral bound by legal agreement. |

There have been four decisions made under Officer-delegated authority since the last report to Council in October 2017.

| <b>Property Address</b>            | <b>Decision Requested</b>  | <b>Decision Made</b>   |
|------------------------------------|--|--|
| Sunset Place, Otematata            | Waive Roding development contributions                               | Roding development contribution required in full as correctly applied under the 2017 Policy. Customer accepted requirement to pay after explanation on DCs provided. |
| Duntroon-Georgetown Road, Duntroon | Officer identified error in application of development contributions | Waive roading development contribution in full as incorrectly applied to dairy accommodation. Application for the development did not state dairy.                   |
| Bledisloe Street, Kurow            | Waive sewer DCs  | Waived in full as DCs applied in error.  |