

Waitaki District Council**Council**

**CONFIRMED MINUTES of a meeting of the
Waitaki District Council held in the Council Chamber,
Waitaki District Council Headquarters, Third Floor, 20 Thames Street, Oamaru
on Tuesday 26 June 2018 at 9.00am**

Present	Mayor Gary Kircher (Chair), Deputy Mayor Melanie Tavendale, Cr Craig Dawson, Cr Peter Garvan, Cr Jeremy Holding, Cr Jim Hopkins, Cr Bill Kingan, Cr Guy Percival, Cr Hugh Perkins, Cr Colin Wollstein, and Cr Jan Wheeler
In Attendance	Fergus Power (Chief Executive) Neil Jorgensen (Assets Group Manager / Deputy Chief Executive) Paul Hope (Finance and Corporate Development Group Manager) Lichelle Guyan (Heritage, Environment and Regulatory Group Manager) Bill Chou (Information Services Group Manager) Ainslee Hooper (Governance and Policy Advisor)
Part Attendance	Ian Wells (Accounting Manager), Mike Searle (Policy and Strategy Manager), Martin Pacey (Water Services and Waste Manager), Michael Voss (Roading Manager), members of the Finance team; Richard Maher (Programme Manager); Arun Kumar (Project Manager / Business Analyst); Sieglyn Duero (Executive Assistant to the Chief Executive); Waitaki District Council Interns Niek Broekman, Laura Ludolph, Jesse Visser, Remco Cloudt, and Nicolas Lebrun.

The Chair declared the meeting open at 9.00am, and welcomed everyone present.

1. Apologies

There were no apologies.

2. Declarations of Interest

There were no declarations of interest.

3. Public Forum**Speakers 1 and 2: Dugald and Alison MacTavish**

Mr MacTavish circulated a paper in which he encouraged Council to adopt Option 2 in the agenda report for the adoption of the Draft Waste Management and Minimisation Plan – that is, adopt the plan with further amendments.

The paper also requested that Council add the words “to minimise waste” to its objectives, so that it set a clear vision for waste minimisation.

Appendix 1 of the paper had additional suggested amendments to the WMMP.

Mrs MacTavish shared her concern about any price increase for recycling, because it would likely encourage people not to do so. Putting everything into a wheelie bin instead would be the more convenient option for most households which were not set up to recycle.

The Chair acknowledged receipt of Mr and Mrs MacTavish’s paper and suggestions, and said he would ask officers to consider the recommendations in their paper when the agenda item came up later in the meeting. The Chair also thanked them for taking the time to write the paper and to come to the meeting to address Council, and for their efforts and those of the volunteers who worked alongside them.

Mr MacTavish acknowledged the Chair’s comments, and said that they had been encouraged to come to the meeting because they were worried that all of Council’s good work may be undermined by the Plan as it stood (without the amendments recommended in his paper).

Speaker 3: Pat Shannon and Dina (proposed amendment read out)

- They were attending the public forum primarily because of a serious misrepresentation to Councillors in a report that says Waihemo Wastebusters is against user-pays.
- They tabled a presentation document.
- Proposed amendment: Institute an ongoing and regular review of pricing policies and transfer station costs including systematic examination of the extent, nature, environmental and management costs of illegal disposal. This be undertaken with a view to developing flexible and inclusive, non-punitive, model of waste management operation based on community cohesion and cooperation.
- They felt that this was really a warmed up plan from previously, and would not get the district through to 2024.
- Final comment – being punitive does not encourage community buy-in.

3. Intern Presentation – Niek Broekman

Niek is a civil engineer, and worked with the roading department on the following projects:

- Inspections (footpaths in Oamaru – failures and trip hazards; maintenance programmes; mud-tanks in Kurow, Otematata, OMarama and Ohau – stormwater management plan is being developed in response to new standards from ECAN.
- Calculations – flow rates in Oamaru Creek catchment areas, Oamaru stormwater system.
- Supervising contractors working on the Oamaru Creek Suspension Bridge. Niek said he loved construction work, and had learned a lot from this project, in particular the way of building in New Zealand and also it provided him with a holistic experience of talking, listening, and explaining things in English.
- Designing – in relation to the Severn Street Wall and Springfield Road projects

Niek's key lessons: getting comfortable speaking English, and working with a variety of people at many levels of the organisation and also with external parties.

Other highlights of his stay: He was a member of Council's football team; sky-dived in Queenstown ("which was awesome!"); and had been a model in the Steampunk fashion show (which was "interesting!").

Niek finished his presentation by thanking especially the roading team, and then everyone for the "things I have learned, the people I have met, and the beautiful scenery I was able to explore. Overall, this has been an amazing experience.

The Mayor thanked Niek for his great presentation, and for the excellent detailed work he had done with the Roding team, especially the flood work which would be a "great legacy".

Councillor questions and answers followed, with highlights as recorded below:

Q: What key messages will you take away from here?

A: Water problems here are not comparable to those in the Netherlands; the terrains are different. Working within local government processes and structures is essentially the same in both countries. His love of construction has been heightened.

Q: From your footpaths survey, how does our footpath infrastructure compare with yours back home?

A: The Dutch infrastructure is better; we have more money to spend on them because our population is larger. That said, infrastructure development is moving faster in New Zealand.

The Chief Executive also thanked Niek for his contributions to the work of Council during his stay, and noted that he had been a tremendous member of the team. He presented a small gift to Niek for him to take home in recognition of his time in the Waitaki and New Zealand.

The Mayor then presented Niek with his internship completion certificate, and thanked him on behalf of the district for the time he had spent here and the work he had done in the wider community.

3. Intern Presentation – Laura Ludolphy

Laura's internship involved completing a comparative analysis of the Finance, Audit and Risk Committee meeting agendas with other councils in New Zealand. She summarised her findings, as follows:

- Most agendas included rate account and some variance report agenda items.
- Broader risk management reports were not often included in FAR agenda.
- Committee membership was not often displayed on FAR agenda (but Waitaki did).
- There was a growing trend to have an independent member on FAR Committees (but that was likely to change because membership could not increase forever, she added).

- There is room for improvement with agenda content, as evaluated against best practice.
- Waitaki's comparisons with budget and previous year were very good.
- And key issues were well identified with sufficient explanations provided.

Potential areas for improvement included:

- Variance calculations and explanations
- Non-financial reporting linked to financial reporting
- Trend analysis
- Performance Indicators

Laura summarised her proposed recommendations, as follows:

- Add in an extra column for the difference between actual and budget (that had already happened)
- Add in ratios for working capital, and for debt to equity
- Change the format of the separate rate account
- Include broader risk management reports
- Monitor the trend of independent member appointments, to see if it changed.

Laura thanked Council for giving her the opportunity to do the internship. She had learned a lot about Council's work, and the nature of the work experience in New Zealand, which was a compulsory part of her studies.

The Mayor thanked Laura for her insightful presentation, and said there would be further discussion about what improvements Council and the FAR Committee could make. He then presented Laura with her internship completion certificate, thanked her for being here as part of the Council team, and wished her all the best for her studies and travel.

The Chief Executive presented Laura with a gift to remind her of New Zealand, and shared his observation that Laura had always been present whenever a new intern was brought to their accommodation, to welcome them and settle them in. He thanked her for going the extra mile in providing that welcome service to her fellow interns, and for her contributions to the work of Council.

3. Intern Presentation – Jesse Visser

Jesse explained that his internship had been focused on working with ProMapp – an online web application that mapped the processes required to undertake all facets of work. His expertise is in Business Infomatics, which provides the bridge between the technical and functional aspects of work; the wishes and demands. It also included data analysis, risk management, and predictive artificial intelligence, with the last one being the most interesting for him (ie self-learning software). For example, he said it could be used to predict when a road is very busy or not busy, and so highlight the best time for maintenance work to occur.

Jesse advised that, initially, the aim was to try and map all Council processes in ProMapp, but the scope of such a project was well beyond the five month duration of his internship.

Therefore, it was resized, to map the most critical – there are 346 critical processes in Council. He explained the process he followed, in particular the PIVOT table which showed the connections between the processes. Mandatory actions included developing standards, training, expectations, vision, goal and implementation approach; and routine.

Key lessons for all: Everyone will look at process mapping in a different way. Guidelines were essential to ensure an approach to it was consistent.

He had compiled a report with options for Council to consider about how it continues with the ProMapping project – to continue as is (with staff doing their own ProMapping when time allowed); to hire external staff; to hire a facilitator or expert; or to create an internal business improvement team. The fourth option – to get someone from every department – would be an extension of the existing ProMapp team which had got the project going initially.

Jesse shared his view that New Zealand is a beautiful country, and working in the government environment here had been a worthwhile experience for him. It was his first time abroad, and he had found manoeuvring himself around an organisation in English initially difficult but it had meant over time that his English had improved. Other challenges had been in getting the information he needed – understanding how the organisation worked and relating to different people at a variety of levels. He felt that the intern experience had related exceptionally well to his studies, and he was very pleased to have "hit the target".

Questions and answers between Jesse and the Councillors focused on the following points:

Q: If ProMapp was expanded, when would ratepayers see the benefit?

A: If the process is rolled out throughout the organisation, and provided it had an overarching vision, goal and implementation plan – then the value would come quickly because it would be used on a daily basis. There would be consistency, efficiency and a much better overview of operations for everyone involved.

Q: Does each staff member have the ability to change a ProMapp process?

A: That depends on the setting permissions and how it is published.

Q: Which of the four options would be more cost-effective?

A: Option 3 would be the most effective (the process would happen quickly). But Option 4 is the most cost-effective.

Q: Good data is good, but does it raise privacy issues as well?

Q: Did anyone feel threatened by other people knowing what they are doing?

A: There are different opinions always. That is why you need a shared vision and goals – everyone needs to know the benefits and values at all levels – organisational, team, and individual.

Q: Will it cut staff training time?

A: It can be used to train staff; as a tool. But it is not a replacement for staff.

A: It helps to deliver consistency of service for our ratepayers.

The Mayor thanked Jesse for his excellent presentation and the effort he had put in to helping business improvement at Council during his internship. He then presented Jesse with his internship completion certificate and wished him well in the future.

The Chief Executive presented Jesse with a gift as a reminder of New Zealand, and congratulated him on a job well done.

Intern presentations for the first session concluded at 10.09am.

The Chair then directed the meeting back to agenda items.

4. Confirmation of Previous Meeting Minutes

RESOLVED

WDC 2018/096

Cr Jim Hopkins / Deputy Mayor Melanie Tavendale

That Council confirms the public minutes of the 8 May 2018 Council Meeting, as circulated, as a true and correct record of that meeting.

CARRIED

RESOLVED

WDC 2018/097

Cr Jim Hopkins / Deputy Mayor Melanie Tavendale

That Council confirms the public minutes of the Long Term Plan Hearings held on 14 and 15 May 2018, as circulated, as a true and correct record of the hearings.

CARRIED

It was suggested as important for Council to receive more advice on the “damp feet for buildings” (p.36, Civic Trust). In response, it was noted that the Assets Group was looking into it.

Cr Bill Kingan congratulated and thanked the Governance Advisor for the minutes of the LTP hearings. As someone who had not been present, he had found them helpful and informative. Mayor Gary Kircher endorsed his remarks.

RESOLVED

WDC 2018/098

Deputy Mayor Melanie Tavendale / Cr Hugh Perkins

That Council confirms the public minutes of the 29 May 2018 Council Meeting, as circulated, as a true and correct record of that meeting.

CARRIED

5. 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 Otago Mayor Forum and OREDS, Three Waters, Cultural Diversity, Mycoplasma bovis, The Importance of Steampunk, The Geopark, Waitaki Youth, Waitaki Events, 'Penguins Under the Porch' book launch, and Meetings Attended.

[NOTE: The full version of the Mayor's Report is available on Council's website as part of the "26 June 2018 Council Meeting Final Agenda Papers PUBLIC", and can be accessed through the pathway "Council / Council Meetings / Agendas and Minutes".]

The following points were highlighted / clarified during discussion on the Mayor's report:

- **M.bovis** – A meeting had been held in Papakaio last week. The Ministry of Primary Industries (MPI) has done a good job; it was a huge event for them. There were improvements to make in their processes. But there was also other work to be done, including in relation to legislation around privacy. MPI had looked into where the infections were happening, but under legal advice, they could not share that information. Central government would need to look into this, because MPI had been constrained by systems beyond its control.
- **Three Waters** – It was noted that, nationally, this matter had wider implications – eg in Tasman, with regard to the sewerage rate, some people were needing to pay twice. It was suggested that this Council may need to do something, like present to Government.

In response, the Chair suggested Council would need to be clear first what its message was. It would need to seek more information from officers about their views, and to better understand the implications. The matter goes beyond drinking water; stormwater is also captured and much would depend on how that was defined and whether there is a cap that is high enough – a lot of Waitaki's roads may be counted out because their use is quite low.

Another Councillor endorsed the view that it may be relevant for Council to submit on whatever comes out of the Three Waters review. Of particular importance was the fact that Waitaki District Council has two regional councils to deal with and, if regional council boundaries become a natural line, then that could present more challenges for this district.

There was also brief discussion about whether, because this district had got almost all of its drinking water upgrades sorted ahead of others, Waitaki ratepayers could end up paying twice if subsidisation happens across the country for those Councils who have not done their upgrades. It was noted that these would be important issues to investigate down the line.

RESOLVED

WDC 2018/099

Deputy Mayor Melanie Tavendale / Cr Jim Hopkins
That Council receives and notes the information.

CARRIED

The meeting was adjourned at 10.23am, and reconvened at 10.45am.

The Chair directed the meeting to the second session of Intern Presentations.

3. Intern Presentations – Remco Cloutd

Remco explained that his was a graduation internship, in that it was the final step before he graduated from his study programme of IT with a specialisation in business intelligence. His intern project had been focused on Council's Authority system, and specifically about how to combine information to speed up tasks, turn data into information, and that into knowledge. There are 450 types of reports that can be produced by Authority. A system upgrade has been scheduled, and some reports may not work with that upgrade, so there was a need to know which ones. He had to analyse the current situation, interview report users; analyse the reports, and set up approaches. He found that report management was an area where improvement could be made; developing a way to manage the reporting situation, and educate report writers.

Remco said he had really enjoyed living abroad. The district was really beautiful; he had enjoyed the voluntary work and the ANZAC Day celebrations (it had been great to meet the families). He had learned a lot from cooperating with others. He acknowledged that there was a different outcome to his project than what was envisaged at the start, but it did need to be scaled down to be feasible and he was happy with the results. He believed it would help prepare the systems team for what needed to be done in the future.

Questions and answers between Remco and the Councillors focused on the following:

Q: What will you take home with you?

A: Because it was a graduation internship for him, it would be about the lessons – evaluating what works or does not work; how he had applied his skills and with what result and impact. He had learned that applying too much detail is not necessarily a good thing; and that in the real world, not all methods work.

Q: How can we improve the way we collect data and turn it into knowledge?

A: Reports are only capturing some of the data; there is no predictive ability. They could be improved if that function was there.

Information Systems Team Leader Suzanne Butler advised that Remco had produced an extensive handover document that would ensure the team would maximise value from all that he had done.

The Mayor thanked Remco for his presentation and for the information and guidelines he was leaving with staff to build on. Knowing that there was a solid layer of foundation work for staff to take and move forward with was a great contribution to Council. He then presented him with his internship presentation certificate.

The Chief Executive presented Remco with a gift to remind him of New Zealand, and congratulated him on always having a smile on his face and approaching his work with enthusiasm. He also shared his view that Remco's ability to deliver solutions to business systems issues would serve him well into the future.

3. Intern Presentation – Nicolas Lebrun

Nicolas advised that he was a 19 year old high school student completing a Bachelor in Business Administration majoring in Marketing. This was his second internship. His intern project had been about building an introduction to the proposed Waitaki Global Geopark and raising awareness of it as a landscape of international significance, highlighting the interconnection of land and people (enabling people to be involved in local decisions, and giving people a sense of pride), and the economic development benefits (local jobs promotion). There was also a focus on recognising and incorporating the 18 years of work of Vanished World; and the fact that Waitaki District has numerous strengths (eg it can produce 15-25% of electricity in New Zealand).

Nicolas said that he had been involved in the initial meetings which discussed the UNESCO Global Geopark application process, which had been a huge experience for him. The team had to explain how it would succeed; there were weekly meetings; lots of GIS/mapping and collaborative work with the Information Systems team. He had also worked alongside Digital Media Specialist Sonia Martinez to finalise the final Expression of Interest application document; she had asked him to contribute bits here and there and to share his views on presentation aspects. He was exceptionally proud of the final document which was "beautiful". He had also helped with the Geopark logo and the website. For the latter, he had undertaken research and comparative analysis of other Geopark websites, using a specialised piece of software (WIX) that he had been impressed with and hoped to have the opportunity to use again. Project work had also included conducting a survey and statistical analysis to find out what was happening with our tourists.

Nicolas said the internship opportunity had also been beneficial to his personal development; specifically, improving his English speaking and comprehension, building his confidence, improving his Excel statistical capability and knowledge of management practices, and being able to use new specialised marketing tools like the WIX software. He was keen to apply that knowledge in the future, feeling that he now had a better understanding of the need to act properly in front of important people; of how to learn directly from people, through connecting and interacting with them at meetings and within the workplace; how to extract data from Excel documents and understand what it means; how to build his own website (with WIX!). Finally, he had appreciated the opportunity to travel within this beautiful country and see some amazing landscapes that were just not available in France (eg the Catlins, Milford Sound, Queenstown, Dunedin), and meet some wonderful people everywhere he had been.

A final highlight had been watching the All Blacks play rugby in Dunedin's covered stadium – the atmosphere there was amazing and “great fun”.

The Mayor thanked Nicolas for his presentation, and shared that he believed that Nicolas was a confident young man from the start, and showed that he was keen to get out there and do things. He noted that Nicolas had been one of the first interns, along with Amelia, it had been a real pleasure having him around – there had been lots of fun and enthusiasm. Council was very appreciative of his work on the Geopark. The Mayor then presented Nicolas with his internship completion certificate.

The Chief Executive presented Nicolas with a gift to remind him of New Zealand, and shared his view that Nicolas had impressed from right the start – at his interview, and during his time with Council. He suggested that his contribution to the Geopark bid process could be acknowledged by naming one of the geosites “Nicolas”.

The Chair also acknowledged the great work of Sieglyn Duero, Executive Assistant to the Chief Executive, in helping coordinate and support the interns through their rehearsals with the Executive Team, and presentations to Council at this meeting.

At 11.10am, the Chair directed the meeting back to the next agenda item (item 6).

6. 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 had arisen since the last Council meeting. Topics included: Waitaki Whitestone UNESCO Global Geopark; Zero Carbon Bill; Local Government (Community Well-being Amendment Bill); Business and Site Visits; and Meetings Attended.

[NOTE: The full version of the Chief Executive's Report is available on Council's website as part of the “26 June 2018 Council Meeting Final Agenda Papers PUBLIC”, and can be accessed through the pathway “Council / Council Meetings / Agendas and Minutes”.]

The following points were highlighted / clarified during discussion on the Chief Executive's report:

- Zero Carbon Bill – the Policy team would be turning its attention to this once the LTP was signed off this week.
- The Alteration to the Community Wellbeing aspect of the Local Government Act – local governments will need to be leading this. Waitaki is already doing well, given its work on the Geopark bid which includes a sustainable development approach.
- New Economic Development Manager Gerard Quinn had been introduced at the 22 June OREDs meeting in Queenstown, and would now attend such future events instead of the Chief Executive.
- The Chief Executive and EDM had been invited to lunch by the Ngai Tahu Board whilst in Queenstown, which provided an opportunity to discuss tourism opportunities, to signal that Waitaki is open for business; and to agree on more interaction with Ngai Tahu in future.

RESOLVED

WDC 2018/100

Cr Colin Wollstein / Cr Jeremy Holding

That Council receives and notes the information.

CARRIED

7. Recommendations from Finance, Audit and Risk Committee Meeting – 15 May 2018

The recommendations report, as circulated, sought Council's approval of recommendations agreed at the Finance, Audit and Risk Committee Meeting held on 15 May 2018.

Rating Adjustment – Davids Street, Moeraki

The report to the Committee was circulated as a Public Excluded agenda item to the Finance, Audit and Risk Committee Meeting of 15 May 2018. It sought Council's resolution of matters in relation to a longstanding rates issue by writing off the rates outstanding and declaring the land non-rateable because of land stability issues, for a property on the corner of Haven and Davids Streets in Moeraki.

After considering the report in the Public Excluded section of the Committee Meeting, it was resolved to release the final resolution for the agenda item in the public minutes of that meeting and in a Recommendations from Committee Report in the public agenda for the 26 June 2018 Council Meeting for final approval by Council.

RESOLVED

WDC 2018/101

Cr Colin Wollstein / Cr Jim Hopkins

That Council writes off all outstanding rates on sections 9 and 10, block IV, Davids Street, Moeraki and make the land non-rateable.

CARRIED

8. Recommendations from Harbour Area Committee Meeting – 5 June 2018

The recommendations report, as circulated, sought Council's approval of recommendations agreed at the Harbour Area Committee Meeting held on 5 June 2018.

Harbour Projects

The report, as circulated to the Committee, sought to obtain the Committee's instructions for officers to undertake specific project work, and to make recommendations to Council about signage-related projects.

RESOLVED

WDC 2018/102

Deputy Mayor Melanie Tavendale / Cr Colin Wollstein

That Council:

1. Instructs officers to complete the following projects with funds from the Harbour operational budgets:
 - a. Interpretive signage regarding the shags on Sumpter Wharf
 - b. Sumpter Wharf Signage
 - c. Renovation of interpretive signage ('rusty pipe' signage)
2. Receives and notes the information on the other projects

CARRIED

9. Recommendations from Assets Committee Meeting – 5 June 2018

The recommendations report, as circulated, sought Council's approval of recommendations agreed at the Assets Committee Meeting held on 5 June 2018.

Draft Waste Management and Minimisation Plan 2018-24 – Summary of submissions and resulting proposals for final plan

The report, as circulated to the Assets Committee, sought to make recommendations to the Committee for referral to Council on the content of the final Waste Management and Minimisation Plan 2018-24 following consideration of public submissions.

The Chair reminded the meeting of the speakers during the earlier Public Forum who had suggested further amendments to the recommendations. He asked Group Manager Neil Jorgensen to speak to the report and its recommendations, and the submissions process.

Mr Jorgensen advised that a robust process had been followed, and officers believed that what was being put forward was a reasonable response to the entire submission pool. He noted that submitters this morning (during the Public Forum) had clearly wanted more involvement, and that the plan already included provision for it – another \$10k had been allocated to enable more interaction with community groups. With regard to charges at transfer stations, Council was able to review them down the track. However, officers feel that the WMMP, as proposed, did increase capacity for education to a much greater level than is currently done.

In response to questions around accounting for volunteer time, it was noted that volunteer time is more associated with recycling than waste transfer.

One Councillor believed the key issue was transportation at transfer stations and resource recovery parks. Finding more creative ways to provide that presented a huge business opportunity that could be explored further.

Several Councillors expressed their support for adding to the plan's goals a reference to minimising waste. Cr Hopkins foreshadowed that he would put forward some amendments to what was being proposed.

The Chair called for a mover and seconder of the report's recommendations. It was moved by Cr Bill Kingan and seconded by Cr Hugh Perkins.

Cr Jim Hopkins then sought the agreement of the meeting to make the following amendments to those recommendations, for inclusion in the substantive motion.

- (a) Under bulletpoint 22: amend the goal, to read "To keep Waitaki people safe and healthy and to minimise waste".
- (b) Under bulletpoint 23: amend objective 1 to read "... waste management and minimisation services and facilities ..."

When asked by the Chair if they agreed to accept the proposed amendments, both Cr Kingan and Cr Perkins said they were and that they could be taken as part of the substantive motion.

The Chair then put the revised substantive motion to the meeting, and it was resolved as follows:

RESOLVED

WDC 2018/103

Cr Bill Kingan / Cr Hugh Perkins

That Council:

1. Notes the public submissions received on the Draft Waste Management and Minimisation Plan 2018-24 (WMMP) included as Appendix 1 of this report.
2. Notes the officer comments included in Appendix 1 of this report.
3. Confirms its proposal in the Draft WMMP to increase charges for rubbish disposal at the Rural Resource Recovery Parks to \$120 per m³.
4. Confirms its proposal in the Draft WMMP to increase charges for green waste disposal at the Rural Resource Recovery Parks to \$50 per m³ and that the chipped green waste is available for use by the community free of charge.
5. Confirms its proposal in the Draft WMMP to investigate ways of maximising use of capacity and increasing revenue at Palmerston Landfill, with the intention of closing it earlier than 2027.
6. Confirms its proposal in the Draft WMMP to remove the contents of the Hampden Closed Landfill for transfer to the Palmerston Landfill if further investigation confirms this is the most cost-effective option and the required consents can be obtained.
7. Amends its proposed budget in the Draft WMMP to \$21k per annum from Ministry for the Environment (MfE) levy funding to engage an education resource/s and to implement waste minimisation initiatives, and increases the total to \$31k per annum by an additional \$10k per annum funded from rates.

8. Confirms its proposal in the Draft WMMP to continue its current financial support for WRRT and considers additional support on a case-by-case basis.
9. Confirms its proposal in the Draft WMMP to provide Waitaki Resource Recovery Trust (WRRT) with MfE levy funding to distribute to other community providers, subject to specific criteria and conditions, and increases the proposed funding from \$25k to \$30k per annum.
10. Confirms its proposal in the Draft WMMP to continue providing the township recycling bins, to review how these are operating in order to make the service more consistent across the centres, and to consider providing them in other townships, if appropriate.
11. Confirms its proposal in the Draft WMMP to continue collaborating with WRRT to develop a phased programme for replacing existing litter bins in key public locations around the district with bins that provide for a combination of waste disposal and recycling.
12. Confirms its proposal in the Draft WMMP to continue collaborating with the WRRT and Waste Management NZ Ltd in accordance with the current Memorandum of Understanding (MoU) while also seeking opportunities for collaboration and service provision through other organisations or agencies in accordance with the Local Government Act (LGA) and as appropriate under the MoU. Council will also pursue opportunities for collaboration and shared services with other local authorities through the Otago Regional Solid Waste Section 17A Review Group, where appropriate.
13. Confirms its proposal in the Draft WMMP to:
 - continue to leave kerbside collection of residual waste, recycling and green waste to the private market, and
 - more proactively inform and educate the community on options for kerbside collection during the first year of the plan, and
 - undertake a community survey on kerbside collection.
14. Notes that, before proceeding with this survey, officers will bring a report to Council to review and confirm the scope of the survey questions and content.
15. Confirms its proposal in the Draft WMMP to amend the Solid Waste Bylaw in 2018/19 following adoption of the WMMP.
16. Retains current opening hours at the Rural Recovery Parks, with flexibility around how these are configured.
17. Investigates options for a 24-hour recycling drop-off in Omarama and trials a preferred option in consultation with the Ahuriri Community Board at an estimated cost of \$5k, to be funded through revenue from increased refuse disposal charges at the rural recovery parks.
18. Increases the number of litter bin servicing collections (Waihemo, Ahuriri and Oamaru), to be funded from the individual ward accounts.
19. Does not include the term 'zero waste' in its WMMP vision, goals or objectives *but recognises that the steps in the plan will lead us towards the goal of 'zero waste'*.
20. Proceeds with all other matters included in the Draft WMMP, including the proposed Action Plan.
21. Notes and agrees the proposed WMMP funding included in Appendix 2 of this report.
22. Amends the first goal in the Draft WMMP (on page 11 of the Plan itself) to read as follows: "To keep Waitaki people safe and healthy and to minimise waste".
23. Amends objective 1 in the Draft WMMP (on page 12 of the Plan itself), under "Measuring Performance", to read as follows: "1. Ensuring appropriate and accessible waste management and minimisation services, facilities and education programmes are provided".

CARRIED

10. Adoption of Waste Management and Minimisation Plan 2018-24

The report, as circulated, advised that Council had prepared and consulted on the Draft Waste Management and Minimisation Plan 2018-24. Following consideration of submissions and items for inclusion in the plan by Council's Assets Committee, the final plan has been prepared and is ready for adoption by Council at this meeting.

Cr Bill Kingan suggested that the two additional points in the resolution to the previous agenda item (Agenda Item 9) were sufficiently covered by the phrase in the first of the report's recommendations "with any minor corrections". This was AGREED, and is noted for the record as part of the intention behind point 1 in the resolution below WDC 2018/104.

RESOLVED

WDC 2018/104

Cr Bill Kingan / Deputy Mayor Melanie Tavendale

That Council:

1. Adopts the Waste Management and Minimisation Plan 2018-24, with any minor corrections.
2. Instructs officers to communicate the outcome of the process to submitters.

CARRIED

The Chair congratulated Group Manager Neil Jorgensen, Water Services and Waste Manager Martin Pacey, and their teams for achieving the adoption of the Waste Management and Minimisation Plan 2018-24 at this meeting.

11. Adoption of Revenue and Financing Policy

The report, as circulated, noted that, in parallel with the Long Term Plan process, the Draft Revenue and Financing Policy was consulted on during April 2018, and this report considered the matters which arose during that process. Council considered the seven submissions received, at hearings conducted on 14 and 15 May 2018. The submissions were further discussed at a deliberations workshop held on 22 May 2018, and officers were provided with Council direction on the amended policy at the 29 May 2018 Council meeting.

The objective at this meeting was to adopt a revenue and financing policy for inclusion in the Long Term Plan and meet a key requirement for the rate setting process.

Discussion highlights and clarifications were as follows:

- The "Roading – forestry differential" will be captured in a separate reserve account, and will be reported against at future meetings. Funds from it will be able to be allocated to specific projects in annual plans.
- Intern Laura Ludolphy's report is expected to be considered at a future Finance, Audit and Risk Committee meeting.

RESOLVED

WDC 2018/105

Cr Colin Wollstein / Cr Craig Dawson

That Council adopts the Revenue and Financing Policy.

CARRIED

The Chair congratulated Group Manager Paul Hope, Accounting Manager Ian Wells and their teams on achieving the adoption of the Revenue and Financing Policy at this meeting.

12. Adoption of the 2018-28 Long Term Plan

The report, as circulated, noted that today's Council meeting represents the final stage in the preparation of the 2018-28 Long Term Plan. The attached document has been prepared over the last few weeks since the decisions made on 29 May 2018. It reflects the decisions made by Council on that day as well as those previously made as part of the Long Term Plan process. The document has been audited by Audit New Zealand on behalf of the Office of the Auditor General and no further changes are possible (with the exception of small editorial typographical errors) without restarting the audit process. Once the Long Term Plan has been adopted, Audit New Zealand will issue its final opinion.

The 2018-28 Long Term Plan document comprises four parts and is included in Attachment 2 (which is being circulated as a separate PDF document). A summary of the structure follows:

- Part 1 Introduction;
- Part 2 Our plan;
- Part 3 Council's work in detail and detailed financial statements; and
- Part 4 Our policies and strategies.

Group Manager Paul Hope said he wanted to bring three key matters to Councillors' attention.

First, he advised that the audit clearance on the LTP had been received the previous evening – it was a non-modified opinion. There were some minor changes to be made to the documents, which had been raised during the Director's review, as follows:

- There was additional commentary on changes following the consultation process
- It had been made clear that footpaths are a subsidised activity
- There were text changes in the disclosure statement.

Mr Hope noted that a revised copy of the LTP document had been circulated ahead of this meeting. Changes were highlighted in yellow; the financial statement had to be replaced in part; and other changes were very minor. The impact on rates required changes only from 2023 onwards.

Second, Mr Hope acknowledged the efforts of his team in getting the LTP to this meeting for adoption. Two critical members of staff had left just as the document had gone out to consultation, and (new) Policy and Strategy Manager Mike Searle had stepped up to finish that process. Corporate Development Officer Mandy Macintosh had picked up a lot of additional process work, and Victoria van der Spek and Margaret Mitchell had joined the team to handle the submissions. He commended Accounting Manager Ian Wells for his sterling work with the financials, and for updating the documents as required during the process and working with the auditors. He also thanked for the auditors for their work on the LTP and working with officers throughout. Finally, he thanked Digital Media Specialist Sonia Martinez for the speed and exceptional skill set that she has which enabled her to take a 'rumpy word document' and turn it into something remarkable.

Third, it was a matter of 'where to from here'? Mr Searle would attend the Society of Local Government Managers' (SOLGM) debrief of the LTP process nationally, and also discuss with Councillors what went well and not so well at district level.

Finally, Mr Hope advised that the LTP would be published as soon as possible, and that the auditors would officially issue their opinion once it had been adopted by Council. He then referred the LTP document to Council for adoption in accordance with the report's recommendations.

RESOLVED

WDC 2018/106

Cr Craig Dawson / Deputy Mayor Melanie Tavendale

That Council:

1. Adopts the 2018-28 Long Term Plan pursuant to Section 93 of the Local Government Act 2002.
2. Notes that:
 - The Mayor and Chief Executive have signed the 2018-28 Long Term Plan letter of representation;
 - The Audit Opinion will be available once the 2018-28 Long Term Plan is adopted;
 - Officers may make final non-material, editorial changes and corrections to the 2018-28 Long Term Plan document prior to its printing and publication in July 2018.

CARRIED

The Chair also acknowledged the time and efforts of the staff Mr Hope had mentioned as working directly on the LTP. He also acknowledged the efforts of many other staff who had indirectly contributed to the LTP process, and thanked the Chief Executive and his wider team for the collective effort to successfully bring the Long Term Plan to this meeting for adoption.

The Chair also advised that he was keen to receive feedback on the audit process to discuss at a meeting he would be having with the Auditor in the near future. He encouraged any member of the wider team to forward their comments to him at the earliest opportunity.

13. Resolution to Set the Rates for the 2018 – 19 Rating Year

The report, as circulated, noted that Council has developed, consulted on, and adopted the 2018/28 Long Term Plan, the first year of which represents the Annual Plan for 2018/19. The next stage of the process is to set the rates for the 2018/19 rating year by resolution. Council is also required to set instalment dates and the penalty regime that will apply for the year. In addition, it is prudent to confirm the delegation to specific officers in relation to rating matters.

The report sought Council’s resolution to set the rates for the 2018/19 financial year in accordance with the Local Government Act 2002, Local Government (Rating) Act 2002, and 2018/19 Annual Plan, as recommended.

UPDATE TO MINUTES: *At the subsequent Council Meeting on 31 July 2018, a part of the Resolution to Set the Rates for the 2018/19 Rating Year adopted at the 26 June 2018 Council Meeting was revoked, and replaced by a corrected version.*

The minutes of the 31 July 2018 Council Meeting record the text that was revoked and replaced in the Resolution to Correct the Rates Set for the 2018-19 Rating Year, which was Agenda Item 11 to that meeting. In addition, the full corrected resolution to set the rates for the 2018-19 Rating Year is attached as an appendix to those 31 July 2018 minutes.

The 31 July 2018 Council Meeting were subsequently confirmed at the Council Meeting on 11 September 2018.

RESOLVED
WDC 2018/107

Cr Jim Hopkins / Deputy Mayor Melanie Tavendale
That Council agrees to set the rates and due dates for payments, and authorise the penalty regime for the 2018/19 year commencing 1 July 2018 and ending 30 June 2019, in accordance with the information contained in the 2018/19 Annual Plan (year 1 of the 2018-28 Long Term Plan) as set out below. All amounts are GST inclusive and the rates in the dollar are shown per \$100 of value.

Name of Rate	Summary Narrative (Must be read in conjunction with the Funding Impact Statement).	LGR A Ref	Rate Set (GST Inclusive)	Required Revenue (GST Inclusive)
General Rate	A uniform rate in the dollar rate based on the land value of each rating unit in the District.	s13(2)(a)	\$0.0565	\$2,387,653
Uniform Annual General Charge	Charged on each Separately Used or Inhabited Part (SUIP) of a rating unit in the District.	s15(1)(b)	\$414.00	\$5,534,070
District Services Rate	A targeted rate be set at a uniform rate in the dollar, based on the capital value of each rating unit in the District.	s16(3)(a)	\$0.0300	\$2,465,119
Ward Services Charges	Charged on each Separately Used or Inhabited Part (SUIP) of a rating unit in the District differentiated by Ward.	s16(3)(b)		
Ahuriri Ward Services Charge			\$118.00	\$191,290
Corriedale Ward Services Charge			\$326.00	\$903,768
Oamaru Ward Services Charge			\$526.00	\$3,688,604
Waihemo Ward Services Charge			\$118.00	\$232,338

Name of Rate	Summary Narrative	LGR A	Rate	Required
Ward Services Rates	A targeted rate be set at a uniform rate in the dollar, based on the capital value of each rating unit in each Ward.	s16(3)(b)		
Ahuriri Ward Services Rate			\$0.0241	\$396,290
Corriedale Ward Services Rate			\$0.0108	\$312,197
Oamaru Ward Services Rate			\$0.0563	\$1,067,360
Waihemo Ward Services Rate			\$0.0559	\$479,966
Community Board Rates	A targeted rate be set at a uniform rate in the dollar, based on the land value of each rating unit in each Ward.	s16(3)(b)		
Ahuriri Community Board Rate			\$0.0072	\$40,996
Waihemo Community Board Rate			\$0.0240	\$129,369
Targeted Rates by Locality	Targeted rates be set at a uniform rate in the dollar, based on the capital value of each rating unit in the defined area.	s16(3)(b)		
Oamaru Business Area Rate A			\$0.4302	\$534,777
Oamaru Business Area Rate B			\$0.2151	\$102,292
Oamaru Urban Area			\$0.0269	\$399,864
Township Amenity Rates	Targeted rates set at a uniform rate in the dollar, based on the land value of each rating unit in the defined area.	s16(3)(b)		
Duntroon			\$0.0601	\$1,725
Hampden			\$0.2152	\$34,500
Herbert			\$0.0564	\$1,725
Kakanui			\$0.0121	\$5,750
Kurow			\$0.1409	\$20,656
Lake Ohau			\$0.0241	\$3,819
Maheno			\$0.0915	\$1,725
Moeraki			\$0.0222	\$6,876
Oamaru			\$0.1161	\$539,651
Omarama			\$0.0568	\$20,973
Otematata			\$0.1288	\$63,841
Palmerston			\$0.2602	\$47,548
Shag Point			\$0.0163	\$1,725
Weston			\$0.1140	\$41,559
Roading Rate	A differentiated targeted rate based on the capital value of each rating unit in the District.	s16(3)(a)		
Electrical Generation			\$0.0609	\$467,297
Mineral Extraction			\$2.7039	\$386,797
Forestry			\$0.3601	\$131,100
General			\$0.0906	\$6,750,737

Name of Rate	Summary Narrative	LGR A	Rate	Required
Public Hall Rates	Charged on each Separately Used or Inhabited Part (SUIP) of a rating unit in the defined areas.	s16(3)(b)		
Airedale Public Hall Rate			\$20.00	\$560
Ardgowan Public Hall Rate			\$20.00	\$2,520
Awamoko Public Hall Rate			\$30.00	\$2,460
Dunback Public Hall Rate			\$30.00	\$3,930
Duntroon Public Hall Rate			\$20.00	\$2,880
Enfield Public Hall Rate			\$20.00	\$2,700
Five Forks Public Hall Rate			\$20.00	\$1,460
Hampden Public Hall Rate			\$30.00	\$8,310
Kakanui Public Hall Rate			\$20.00	\$7,360
Kurow Public Hall Rate			\$50.00	\$15,300
Lower Waitaki Public Hall Rate			\$60.00	\$11,100
Macraes Public Hall Rate			\$60.00	\$3,180
Maheno Public Hall Rate			\$30.00	\$5,580
Moeraki Public Hall Rate			\$40.00	\$8,680
Ngapara Public Hall Rate			\$20.00	\$1,640
Omarama Public Hall Rate			\$50.00	\$17,150
Otekaieke Public Hall Rate			\$20.00	\$1,040
Otematata Public Hall Rate			\$40.00	\$19,320
Otepopo Public Hall Rate			\$20.00	\$3,460
Palmerston Public Hall Rate			\$30.00	\$20,580
Pukeuri Public Hall Rate			\$20.00	\$2,000
Tokarahi Public Hall Rate			\$30.00	\$3,180
Totara Public Hall Rate			\$40.00	\$8,720
Waianakarua Public Hall Rate			\$30.00	\$1,770
Waitaki Bridge Public Hall Rate			\$20.00	\$3,000
Weston Public Hall Rate			\$40.00	\$21,800
Windsor Public Hall Rate			\$30.00	\$1,920
Sewerage Rates and Charges	Targeted rates based on a fixed amount per water closet. Some targeted rates will be differentiated.	s16(3)(b)		
Oamaru			\$156.00	\$1,218,101
Duntroon			\$84.00	\$840
Kakanui			\$156.00	\$50,008
Kurow			\$190.00	\$55,290
Lake Ohau Village			\$240.00	\$14,874
Lake Ohau Village - connection availability			\$120.00	\$7,917
Moeraki			\$719.00	\$130,072
Moeraki - connection availability			\$359.00	\$17,606
Omarama			\$274.00	\$142,945
Otematata			\$231.00	\$123,584
Palmerston			\$327.00	\$198,020

Water Rates - Urban	Targeted rates based on a fixed amount per rating unit or nature of connections. Some targeted rates will be differentiated.	s16(3)(b)		
Oamaru Water - Supply			\$190.00	\$1,246,059
Oamaru Water - Reticulation			\$186.00	\$1,149,367
Kurow			\$497.00	\$144,414
Lake Ohau Village			\$245.00	\$16,692
Lake Ohau Village - connection availability			\$123.00	\$7,732
Omarama			\$522.00	\$162,904
Otematata			\$393.00	\$204,138
Palmerston Zone - Waihemo Water			\$698.00	\$367,289
Rural Water	Uniform targeted rates based on the type of connection.	s16(3)(b)		
Awamoko			\$449.00	\$113,653
Bushy Creek			\$129.00	\$12,681
Dunback Zone – Waihemo Water			\$698.00	\$141,763
Duntroon			\$466.00	\$37,996
Enfield Zone – Oamaru Water			\$472.00	\$126,334
Goodwood Zone – Waihemo Water			\$698.00	\$163,074
Hampden/Moeraki zone – Oamaru Water – domestic supply			\$377.00	\$185,341
Hampden/Moeraki zone – Oamaru Water – rural supply			\$472.00	\$57,548
Herbert/Waianakarua zone – Oamaru Water			\$472.00	\$279,899
Kakanui Zone Oamaru Water – ordinary supply			\$472.00	\$198,696
Kakanui Zone Oamaru Water – crib unit supply			\$377.00	\$18,100
Kauru Hill			\$392.00	\$72,332
Lower Waitaki			\$483.00	\$200,363
Stoneburn			\$280.00	\$92,212
Tokarahi			\$370.00	\$256,322
Weston Zone – Oamaru Water			\$472.00	\$460,941
Windsor			\$346.00	\$63,734
Metered Water Rates	Targeted rates per cubic metre, based on the volume of water supplied.	s19(2)(a)		
Oamaru Water – All zones – metered supply			\$0.98	
Kurow – metered supply			\$0.47	
Omarama – metered supply			\$0.87	
Otematata – metered supply			\$0.47	
Waihemo Water – All Zones – metered supply			\$0.98	
Construction Loan Rates	See full description in the Funding Impact Statement.			
Moeraki Reticulation Construction Loan Rate			\$314.00	\$32,345
Moeraki Treatment Construction Loan Rate			\$201.00	\$19,336
Oamaru Water Treatment Loan Rate (excludes businesses with water meters)			\$96.00	\$538,542
Omarama Upgrade Loan rate			\$95.00	\$14,985

Instalments

Rates will be collected by four equal quarterly instalments due on the following dates or the first working day after this date. Payments will be applied to the oldest debt first.

Instalment Number	Due Date
One	25 August 2018
Two	25 November 2018
Three	25 February 2019
Four	25 May 2019

Penalty Regime

As authorised under section 58(1)(a) the Local Government (Rating) Act 2002, an additional charge of 10% of any amount of an instalment that remains unpaid after the due date for that instalment will be added on or after the 25 August 2018, 25 November 2018, 25 February 2019 and 25 May 2019 respectively for each instalment.

As authorised under section 58(1)(b) the Local Government (Rating) Act 2002, a further additional charge of 10% of any amount of rates that remain unpaid from previous financial years will be added on 3 July 2018. In addition, as authorised under section 58(1)(c) the Local Government (Rating) Act 2002, a further charge of 10% on any amount of rates that remain unpaid from previous financial years will be added on 3 January 2019.

Delegations

Council confirms that all matters that can be delegated under section 132 of the Local Government (Rating) Act 2002 are delegated to the Chief Executive, Finance and Corporate Development Group Manager, and Rates Supervisor.

CARRIED

(end of resolution)

The Chair thanked Accounting Manager Ian Wells and the Finance team for their achievement of getting the rates for the next year set at this meeting.

14. Approval of Fees and Charges as at 1 July 2018

The report, as circulated, noted that, although fees and charges must be consistent with the Revenue and Financing Policy, they are not set with the same rigour that rates are. They can generally be set and altered outside of the Annual Plan / Long Term Plan process, although it is good practice to include any significant changes in these processes. Council did that this year with the proposed health fees. There are also certain fees that have a different fee setting process that is specified under a separate Act or set of Regulations. These are dealt with on a case by case basis. The report sought Council's consideration and approval of fees and charges that will apply as at 1 July 2018.

Group Manager Paul Hope advised that fees and charges had previously been included as a footnote in the Long Term Plan resolution. For the sake of transparency, it had been moved this year to a separate report. He noted that Councillors had been provided separately with an additional schedule which contained comparative information on the fees and charges from last year to this.

Mr Hope further advised that Council is able to amend the fees and charges at any time, and that the schedule would only be made available through the website where it would be easier to maintain.

A comment was made that some fees and charges needed to be reviewed again. The Chair suggested that Councillors could refer any matters to either Mr Hope or the Finance, Audit and Risk Committee Chair first, and then the FAR Committee could discuss any proposed changes if it saw a need to do so. Matters could then be referred to Council if the Committee thought it was appropriate.

RESOLVED
WDC 2018/108

Cr Craig Dawson / Cr Jeremy Holding
That Council:

1. Approves the Fees and Charges as at 1 July 2018 as set out in the attached Schedule [to be attached to the meeting minutes as part of the meeting record].
2. Highlights any fee or charge that requires investigation and review during the 2018/19 financial year.

CARRIED

15. Warrant of Appointment

The report, as circulated, sought a resolution from Council to provide enforcement powers for Council's new "Compliance Officer".

RESOLVED
WDC 2018/109

Cr Hugh Perkins / Cr Guy Percival
That, following a successful Police Vetting clearance, Waitaki District Council resolves as follows:

Waitaki District Council hereby appoints **Karen Bridget Marshall** (Compliance Officer) 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 territorial authority (s111);
 - ii) Measures to avoid immediate danger or to fix unsanitary conditions (s129);
 - iii) Inspection of building work under notice to fix (s167);
 - iv) Request information or production of documents (s207a); and
 - v) Inspection by territorial authority (s222).
- 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

16. Waitaki Whitestone UNESCO Global Geopark – Letter of Intent

It is proposed that Council issues the required Letter of Intent to the New Zealand National Commission for UNESCO, confirming its intention to proceed with leading the Waitaki Whitestone Aspiring UNESCO Global Geopark bid for accreditation as a member of the UNESCO Global Geopark Network in compliance with UNESCO rules relating to such applications.

Discussion highlights and clarifications were as follows:

- The duties and membership commitments of members of the UNESCO Global Geopark Network are available online. A link would be emailed to Councillors for their information.
ACTION: Chief Executive / Governance Advisor
- Developing the business case would be the next major step in the process.

RESOLVED

WDC 2018/110

Deputy Mayor Melanie Tavendale / Cr Craig Dawson
That Council issues the Letter of Intent as attached to the agenda report dated 26 June 2018 (subject to any further recommendations of the New Zealand National Commission for UNESCO as to dates) to the New Zealand National Commission for UNESCO, confirming the Waitaki Whitestone Aspiring UNESCO Global Geopark's intention to proceed with its bid for accreditation as a member of the UNESCO Global Geopark Network.

CARRIED

17. Committee Structure / Membership Changes

The memorandum, as circulated, conveyed information to Council regarding the addition of Cr Bill Kingan as a member of the Executive Committee.

The Chair thanked all Councillors for meeting with him for individual mid-term sessions. He had found them very useful and hoped others did, too. There had not been a lot of discussion about membership of the other committees outside of the four main standing committees which had been reviewed late last year. However, he had been keen to expand the membership of the Executive Committee, and had decided on Cr Bill Kingan as someone with a good, level head, who was not in Oamaru ward, and offered a rural voice. With Cr Kingan's addition, it meant that the Executive Committee now comprised half of the current councillors and himself.

RESOLVED

WDC 2018/111

Deputy Mayor Melanie Tavendale / Cr Colin Wollstein
That Council receives the following information regarding the addition of Cr Bill Kingan as a member of the Executive Committee.

CARRIED

18. Council Controlled Organisations – Statements of Intent 2018 – 2019

The report, as circulated, noted that, in accordance with Section 64 of the Local Government Act (2002), the Council Controlled Organisations (CCOs) have prepared their 2018 – 2019 Statements of Intent. The SOI lays out the intentions for the next financial year and the objectives to which it contributes.

Attached to the report were the four Council Controlled Organisations (CCOs) Statements of Intent (SOI) for the 2018 – 2019 year, for Council to receive before 30 June 2018.

Group Manager Paul Hope noted that the draft Statements of Intent had previously been considered. In response, Omarama Airfield Limited had added a number of additional bulletpoints to reflect where the company wanted to go and how the Board wished to proceed, and the Chairman had said the Board was very keen to have a workshop with Council to discuss their approach when they tabled their annual report in September / October. The other three CCOs had made changes where practicable in response to the feedback provided.

A suggestion was made that Tourism Waitaki may wish to reconsider its third bulletpoint to refer to its “network of i-sites” rather than specific ones by name.

It was also noted that Waitaki District Health Services Limited had still not defined what “medical” services were being referenced in 2.2.

ACTION POINT: Group Manager Paul Hope to convey these suggestions to the relevant CCOs

RESOLVED

WDC 2018/112

Cr Colin Wollstein / Cr Craig Dawson

That Council receives and notes the attached Statements of Intent for the Council Controlled Organisations, namely:

- Omarama Airfield Limited;
- Whitestone Contracting Limited;
- Waitaki District Health Services Limited; and
- Tourism Waitaki Limited.

CARRIED

The Chair signalled his intention to move the meeting into Public Excluded. Members of the public and media left the meeting.

19. Resolution to Exclude the Public

RESOLVED

WDC 2018/113

Cr Jim Hopkins / Cr Jeremy Holding

That the public be excluded from the following part of the proceedings of this meeting, namely agenda items, 20, 21, 22, 23, 24, and 25.

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:	
20. Confirmation of Public Excluded Meeting Minutes – Council Meeting 8 May 2018 PE	To protect the privacy of natural persons. Section 48(1)(a)
21. Confirmation of Public Excluded Minutes of the Council Hearings of Submissions on the Long Term Plan 2018-28 – 15 May 2018 PE	(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.
22. Recommendations from Harbour Area Committee Meeting – 5 June 2018 PE	Section 48(1)(a)
23. Tourism Waitaki Contract Extension PE	(Premature disclosure of the information would detrimentally affect the Council’s position in the negotiations.)
24. Order Pursuant to Section 42 of the Resource Management Act 1991 PE	
25. Procurement of services for completion of South Hill water reticulation upgrades (stage 2) 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.

CARRIED

Public Excluded Minutes apply

Resolution to Return to the Public Meeting

RESOLVED
WDC 2018/121

Cr Bill Kingan / Cr Colin Dawson
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

26. Release of Previously Public Excluded Information

In accordance with Clause 17.5 of the Waitaki District Council Standing Orders 2016 to 2019, Council agreed, whilst in public excluded session, to release in the public minutes of this 26 June 2018 Council Meeting the following previously public excluded information:

20. Confirmation of Public Excluded Meeting Minutes PE

RESOLVED
WDC 2018/114

Cr Craig Dawson / Cr Jim Hopkins
That Council confirms public excluded minutes of the 8 May 2018 Council meeting, as circulated, as a true and correct record.

CARRIED

21. Confirmation of Public Excluded Minutes of the Long Term Plan Hearings, 14 and 15 May 2018 PE

RESOLVED
WDC 2018/115

Cr Jim Hopkins / Cr Colin Wollstein
That Council confirms public excluded minutes of the Long Term Plan Hearings held on 14 and 15 May 2019, as circulated, as a true and correct record.

CARRIED

23. Tourism Waitaki Contract Extension PE

RESOLVED
WDC 2018/117

Deputy Mayor Melanie Tavendale / Cr Colin Wollstein
That Council:

1. Extends the current service agreement with Tourism Waitaki until 31 December 2018.
2. Pays the full amount due under the extension in the first week of the extension period.
3. Provides a line of credit up to a maximum value of \$400,000 under commercial terms and conditions that comply with section 63 of the Local Government Act 2002.
4. Instructs the Chief Executive to arrange a workshop with Councillors to determine their expectations for a new service agreement with Tourism Waitaki.
5. Instructs the Chief Executive to negotiate with Tourism Waitaki and, taking account of discussions at the workshop specified above, to get a new service agreement in place prior to the expiration of the extension.

CARRIED

**24. Order Pursuant to Section 42 of the Resource Management Act 1991
PE**

RESOLVED
WDC 2018/118

Cr Craig Dawson / Deputy Mayor Melanie Tavendale
That Council makes an order under section 42 of the Resource Management Act 1991 (RMA) (Protection of Sensitive Information) to prevent the disclosure of information pertaining to a resource consent application from Cricket Hop Productions New Zealand Limited until after the completion of all onsite filming activity.

CARRIED

25. Procurement of services for completion of South Hill water reticulation upgrades (stage 2) PE

RESOLVED
WDC 2018/119

Cr Bill Kingan / Cr Peter Garvan
That Council grants approval to the Water Services and Waste Manager to directly negotiate a contract with Whitestone Contracting Limited (undertake a selective procurement process) for completion of Stage 2 of the South Hill, Oamaru water reticulation upgrades.

CARRIED

There being no further business, the Chair declared the meeting closed at 1.54pm.

CONFIRMED at the Council Meeting held on the 31st day of July 2018 in the Council Chamber, Third Floor, Waitaki District Council Building, 20 Thames Street, Oamaru.

(signed)

Chairperson