

## Waitaki District Council

### Assets Committee

**CONFIRMED MINUTES of Assets Committee Meeting of the  
Waitaki District Council held in the Council Chamber,  
Office of the Waitaki District Council, 20 Thames Street, Oamaru  
on Tuesday 28 August 2018 at 9.00am**

<b>Present</b>	Cr Bill Kingan (Chair), Cr Guy Percival (Deputy), Cr Jeremy Holding, Cr Hugh Perkins, Deputy Mayor Melanie Tavendale; and Mayor Gary Kircher (ex officio)
<b>In Attendance</b>	Cr Craig Dawson Cr Jim Hopkins Cr Colin Wollstein Neil Jorgensen (Acting Chief Executive / Assets Group Manager) Paul Hope (Finance and Corporate Development Group Manager) Lisa Baillie (People and Culture Group Manager) Lichelle Guyan (Heritage, Environment and Regulatory Group Manager) Michael Voss (Roading Manager) (part of meeting) Martin Pacey (Water Services and Waste Manager) (part of meeting) Erik van der Spek (Recreation Manager) (part of meeting) Renee Julius (Property Manager) (part of meeting) Mark Burgher (Projects Officer) (part of meeting) Gerard Quinn (Economic Development Manager) (part of meeting) Lisa Scott (Communications Specialist) (part of meeting) Ainslee Hooper (Governance and Policy Advisor)

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. Confirmation of Previous Meeting Minutes**

RESOLVED

AC 2018/037

Deputy Mayor Melanie Tavendale / Cr Hugh Perkins

That the Assets Committee confirms the minutes of its previous meeting held on 18 July 2018, as circulated, as a true and correct record of that meeting.

CARRIED

**4. Road Stopping – Island Street, Maheno**

The report, as circulated, sought to stop and dispose of a portion of road in the Waitaki district.

RESOLVED

AC 2018/038

Deputy Mayor Melanie Tavendale / Cr Jeremy Holding

The Assets Committee recommends:

That Council stops portions of Island Street, Maheno described in the schedule and sells the land to the adjoining owners.

CARRIED

## 5. Road Stopping – 132 Haven Street, Moeraki

The report, as circulated, sought to stop and dispose of a portion of road in the Waitaki district.

RESOLVED

AC 2018/039

Deputy Mayor Melanie Tavendale / Cr Jeremy Holding

The Assets Committee recommends:

That Council stops a portion of Haven Street adjacent to 132 Haven Street, Moeraki described in the schedule and transfers the land to the adjoining owner.

CARRIED

## 6. Harbour Street Next Steps

The report, as circulated, sought to consider the results of the Harbour Street Closure Survey undertaken in July 2018 and determine if the road will continue to be closed between Labour Weekend 2018 and Easter 2019.

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

- Group Manager Neil Jorgensen spoke to the report, and noted the intention to go back out to business owners to canvass their views on opening and closure times. He thanked *Otago Daily Times* reporter Hamish Maclean for bringing to his attention a 2016 resolution that required Council (rather than the Committee) to make any permanent part-time closure in Harbour Street. With that in mind, he suggested that the report's recommendations could be amended so that the first one was a recommendation to Council whilst the second one could be a decision of the Committee. He also believed the Committee could agree to a closure of Harbour Street over Labour Weekend 2018 as a one-off closure, with any permanent decision around closure to be taken by Council at a future meeting. If the closure at Labour Weekend 2018 could be agreed by the Committee at this meeting, then it could be confirmed at the next Committee meeting which would be in advance of the Labour Weekend timeframe.

In view of that explanation, an amended motion was moved and seconded as follows:

AMENDED MOTION

Deputy Mayor Melanie Tavendale / Mayor Gary Kircher

That the Assets Committee:

1. Recommends to Council to support closing Harbour Street based around Saturday, Sunday and public holidays from Labour Weekend to Easter; and
2. Agrees to a closure of Harbour Street over Labour Weekend 2018; and
3. Agrees that businesses be surveyed about proposed closure and opening times, with a report recommending a preferred option being presented back to the Committee before a final decision is made.

### Discussion on the motion:

Three Councillors supported the process outlined by officers, especially the need to seek further information from businesses about proposed closure and opening times, before any final decision could be considered.

Concerns were expressed in relation to the Friday option that had been offered to businesses last year; and also about whether there had been sufficient notification to them about the agenda report being discussed at this meeting today.

It was clarified by the Chair that the intent of the report today was to look at closing only this Labour Weekend and to consult with businesses around their preferred days and times for future closures which would need to be a decision of Council.

Group Manager Neil Jorgensen clarified that the Roading department received applications about road closures all the time, and it was proposed that the closure of Harbour Street over Labour Weekend 2018 follow that process – as a one-off, specific application. The application would be submitted by the Assets Committee, if so agreed at this meeting.

The Chair summarised the discussion, and noted that retailers had given their views through the survey results; the Committee had a steer on their preferences, but were going back to talk directly to them about specific options. The Labour Weekend 2018 closure was something that could be agreed at Committee level today until the follow up discussions had taken place, and a further report, with options and recommendations pertaining to a permanent closure, could be put to a subsequent Council meeting.

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

**RESOLVED**

AC 2018/040

Deputy Mayor Melanie Tavendale / Mayor Gary Kircher

That the Assets Committee:

1. Recommends to Council to support closing Harbour Street based around Saturday, Sunday and public holidays from Labour Weekend to Easter; and
2. Agrees to a closure of Harbour Street over Labour Weekend 2018; and
3. Agrees that businesses be surveyed about proposed closure and opening times, with a report recommending a preferred option being presented back to the Committee before a final decision is made.

CARRIED

*Mayor Kircher left the meeting, at 9.43am.*

## 7. Assets Group Activity Report August 2018

The memorandum, as circulated, sought to inform the Assets Committee about strategic matters and outcomes.

Group Manager Neil Jorgensen highlighted the new strategic framework to the report structure, and the intention to add commentary to each section over time relating to trends and significant variances. He noted that it was intended to focus on one key aspect of the Group's activities at each meeting, with other information to remain at a higher strategic level.

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

- The Waitaki Resource Recovery Trust (WRRT) quarterly report had been added as an appendix to the Assets Group Activity Report for this meeting. The Trust's Dave Clare had been unable to attend to speak to his report, but would attend the next one.
- The following points were highlighted / clarified during discussion on the report:
- Many Councillors conveyed their support for the new strategic level of the report, as well as their appreciation of its clarity. Deputy Mayor Melanie Tavendale congratulated and thanked Mr Jorgensen on his efforts to improve the report's structure.
- The Omarama reservoir roof had been completed successfully the previous Friday.
- Officers had talked with the Ahuriri Community Board yesterday about how the stakeholder engagement process on the Lake Ohau water supply would be progressed, and specifically where the community would have input (eg landscaping).

Under the **Property** section, it was suggested and then AGREED that a strategic-level discussion was needed on community housing, and specifically the money that was put into it and the future direction Council wanted to follow.

**ACTION: Group Manager Neil Jorgensen / Property Manager Renee Julius**

With regard to the **Recreation** section of the report, discussion focused on:

- a return to work on the Playground Plan
- funding bids for Otematata, All Day Bay, and Katitiki Straight toilet facility improvements
- a successful application for MBIE funding by the Mackenzie and Waitaki Basin's responsible camping working group for an additional toilet block at the Ahuriri Bridge.

- the Awamoia Road management plan being a two-staged process, with the expected presentation of the plan for discussion with the Committee to be some way off yet. Mr van der Spek also clarified that, whilst the Tourism Infrastructure Fund (TIF) and the Provincial Growth Fund (PGF) were both managed by MBIE, the TIF was used for tourism infrastructure and the PGF for economic development.

The User Surveys were completed by those who used the Alps to Ocean trail and chose to click on the link to complete it; that is, it was a matter of self-selection.

With regard to Water Services and Waste, the biggest threats and risks were about working through supply issues for the remaining portions of the community. A process was now in place to upgrade the supplies at Stoneburn, Corriedale, Omarama and Ohau, and there would be some challenges along the way. However, the target remained at 100% upgrade.

One Councillor raised questions about whether information was available on the state of people’s health as a result of problematic drinking water; whether measurements had been taken about the impact of the improvements. Mr Jorgensen advised that Council did not have those metrics; its job was to provide the drinking water supply. It was suggested that Public Health South could be asked to undertake such research, and also that such questions could be forwarded to Minister David Clark and others at national level to consider and answer.

*Mayor Kircher returned to the meeting, at 9.53am.*

It was noted that trends, such as the dip in the use of the sportsground, would be monitored over time and discussion and commentary would be added to the report by way of an analysis of them. Mr van der Spek clarified that the trend result for the sportsground was from a satisfaction survey, not use. It was noted that commentary over time would consider the reasons for such trends and propose remedies for the Committee to consider.

With regard to the **quarterly report from the Waitaki Waste Recovery Trust (WRRT)** (attached to the Activity Report), it was noted that the Polybuild initiative was looking very positive and was an exciting opportunity to deal with the plastic waste in the community.

Cr Colin Wollstein congratulated the Assets Group on its performance during the reporting period. It had ended up with a profit well over budget, which demonstrated a very good period of managing financial restrictions.

RESOLVED  
AC 2018/041

Cr Hugh Perkins / Mayor Gary Kircher  
That the Assets Committee receives and notes the information.

CARRIED

The meeting was adjourned at 10.01am, and reconvened at 11.59am.

The Chair advised his intention to move the meeting into public excluded.

**8. Resolution to Exclude the Public**

RESOLVED  
AC 2018/041

Mayor Gary Kircher / Deputy Mayor Melanie Tavendale  
That the public be excluded from the following part of the proceedings of this meeting, namely Agenda Items 9, 10 and 11, as follows:  
9. Confirmation of Previous Meeting Minutes – 18 July 2018 PE  
10. Sailors Cutting Wastewater System PE  
11. Decisions Regarding Release of Public Excluded Information PE

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:	To protect the privacy of natural persons.
9. Confirmation of Previous Meeting Minutes – 18 July 2018 PE	Section 48(1)(a) (The disclosure of the information would cause unnecessary personal embarrassment to the persons concerned.)
10. Sailors Cutting Wastewater System PE	
11. Decisions Regarding Release of Public Excluded Information PE	To enable the Council to carry out commercial negotiations without prejudice or disadvantage. Section 48(l)(a) (Premature disclosure of the information would detrimentally affect the Council’s position in the negotiations.)

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

CARRIED

**Refer to Public Excluded Minutes**

**12. Resolution to Return to Public Meeting**

RESOLVED  
AC 2018/045

Deputy Mayor Melanie Tavendale / Mayor Gary Kircher  
That the Assets Committee resumes in open meeting and decisions made in the public excluded session are confirmed and made public as and when required and considered.

CARRIED

**13. Release of Public Excluded Information**

In accordance with Waitaki District Council Standing Orders 2016 to 2019, Clause 17.5, and pursuant to Resolution AC 2018/044 of this meeting, the Committee APPROVED the release of previously public excluded information as set out below because there was no need for its ongoing protection under section 48(1) of the Local Government Official Information and Meetings Act 1987.

**Confirmation of the Previous Meeting Public Excluded Minutes**

RESOLVED  
AC 2018/042

Mayor Gary Kircher / Deputy Mayor Melanie Tavendale  
That the Assets Committee confirms the public excluded minutes of its previous meeting held on 18 July 2018, as circulated, as a true and correct record of that session of the meeting.

CARRIED

There being no further business, the Chairman declared the meeting closed at 12.20pm.

CONFIRMED at the Assets Committee Meeting held on the 9<sup>th</sup> day of October 2018 in the Council Chamber, Office of the Waitaki District Council, 20 Thames Street, Oamaru.

*(signed)*

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Chairman