



Waitaki

DISTRICT COUNCIL

TE KAUNIHERA Ā ROHE O WAITAKI

**I hereby give notice that the
Waihemo Community Board Meeting
will be held on:**

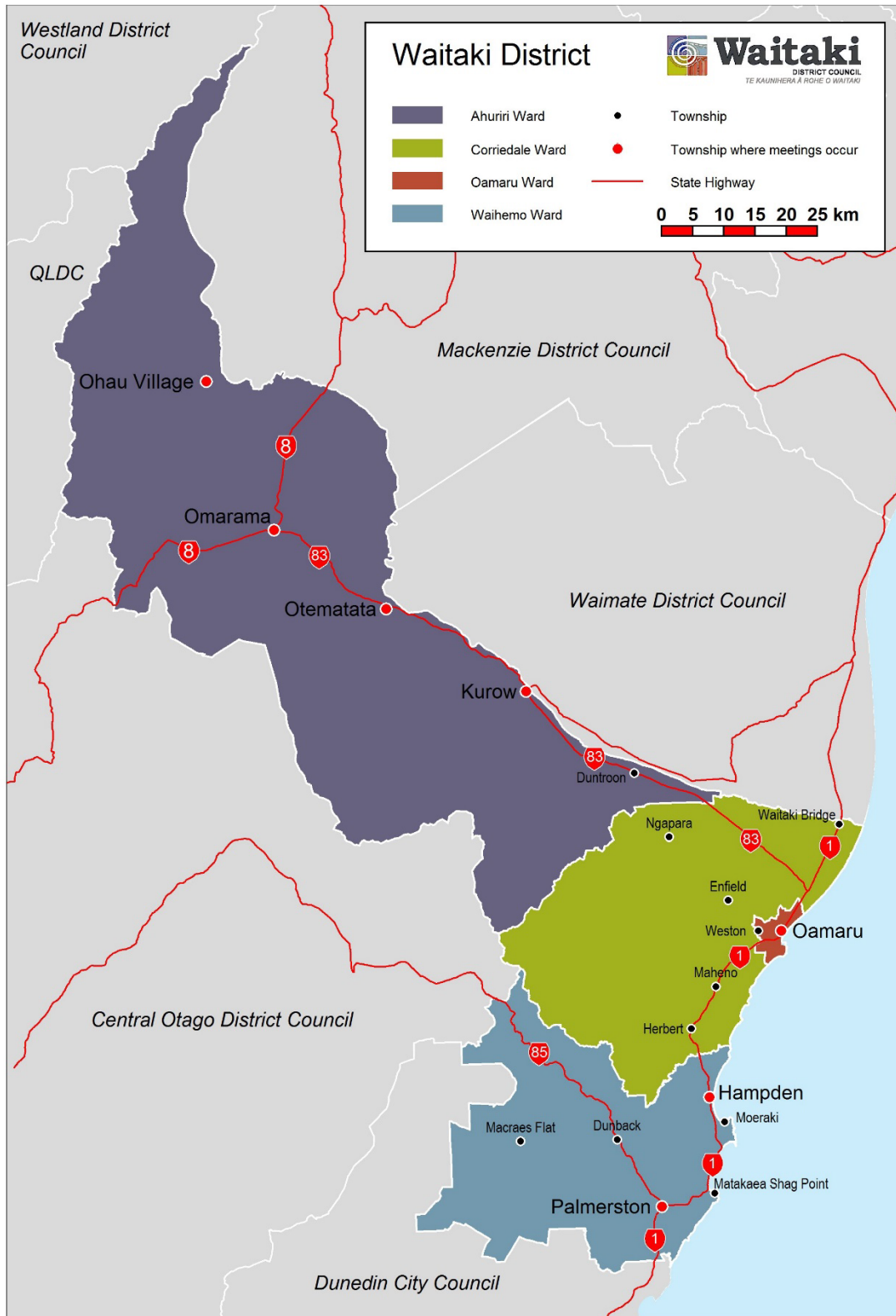
Date: Monday, 2 May 2022
Time: 6.00pm
Location: Hampden Main Hall, Hampden

Agenda

Waihemo Community Board Meeting

2 May 2022

Alex Parmley
Chief Executive



STRATEGIC FRAMEWORK

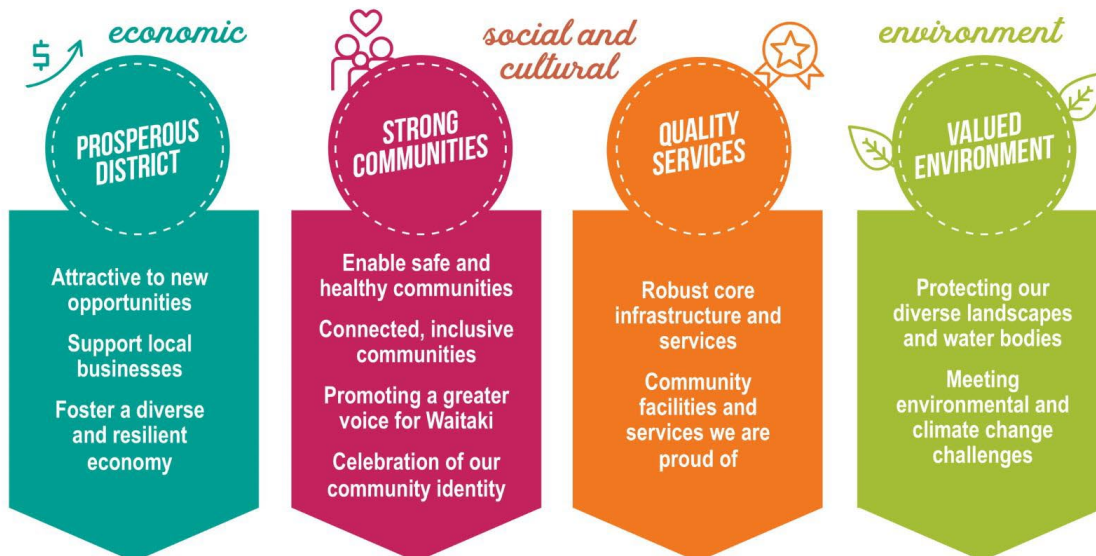
Waitaki THE BEST PLACE TO BE!

Waitaki - Whenua taurikura

EMPOWERING OUR PEOPLE AND PLACE TO THRIVE

Whakapuāwai takata, Whakapuāwai whenua

COMMUNITY OUTCOMES



STRATEGIC PRIORITIES



Ensuring we get core business done while delivering on our strategic priorities and achieving our community outcomes



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1 APOLOGIES

2 DECLARATIONS OF INTEREST

3 PUBLIC FORUM

Public Forum Registrations received (via governance@waitaki.govt.nz)

1. Ms Jill France (Chair) and Mr Kerry Stevens (Secretary), Hampden Hall Committee – WCB discretionary funding to subsidise roof replacement on Hampden Hall

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

4.1 PUBLIC MINUTES OF THE WAIHEMO COMMUNITY BOARD MEETING HELD ON 7 MARCH 2022

Author: Ainslee Hooper, Governance and Policy Advisor

Authoriser: Lisa Baillie, People and Culture Group Manager

Attachments: 1. **Public Minutes of the Waihemo Community Board Meeting held on 7 March 2022**

RECOMMENDATION

That the Waihemo Community Board confirms the Public Minutes of the Waihemo Community Board Meeting held on 7 March 2022, as circulated, as a true and correct record of that meeting.

UNCONFIRMED MINUTES

**OF THE WAIHEMO COMMUNITY BOARD MEETING
HELD AT THE WAIHEMO SERVICE CENTRE, PALMERSTON
ON MONDAY, 7 MARCH 2022 AT 6.00PM**

- PRESENT:** Mrs Heather McGregor (Chair), Mr Paul Roy (Deputy Chair), Mrs Carol Watson, Cr Jim Thomson
- APOLOGY:** Ms Casey Linklater (on approved leave of absence) and Mrs Katrina Dodd (absence)
- IN ATTENDANCE:** Mayor Gary Kircher
Alex Parmley (Chief Executive)
Lisa Baillie (People and Culture Group Manager / Deputy Chief Executive)
Leanne Kingan (Executive Assistant)

MEETING OPEN

The Chair declared the meeting open at 6.00pm and welcomed everyone present.

1 APOLOGIES

RESOLVED WCB 2022/001

Moved: Mrs Carol Watson
Seconded: Mr Paul Roy

That the apologies received for Casey Linklater (on approved leave of absence) and Mrs Katrina Dodd (absence) be accepted.

CARRIED

2 DECLARATIONS OF INTEREST

There were no declarations of interest.

3 PUBLIC FORUM

Speaker 1: Puketapu Community Trust:

Taranaki Smith and Maria Barta gave a presentation to the Board on the Palmerston Town Hall. The presentation highlighted the building's significant heritage value and its great potential for the community. It also discussed options for its use (including community meeting rooms, club activities, weddings, birthdays, and reunions; civil defence; and office facilities for visiting professionals.

The Puketapu Community Trust is asking for support from the Waihemo Community Board. As a first step, they want assistance to get the funding to buy the building and to have resources to take on the restoration project, including management and future running costs.

The Trust will also be asking the Council to move on with the heritage status of the building, in order to help with securing external funding.

Concerns raised by the Board included that the Trust was requesting funding for a building that it did not own; that the proposed uses of the restored town hall were already catered for in other buildings in the community which could put those facilities in jeopardy; and the unknown scope and associated cost of such a project. There was general support for the need for a business case to be developed first, in order to understand these concerns and how they could be addressed. The Board agreed that it would be happy to provide a letter of support for the development of such a business case.

Mayor Gary Kircher thanked the Trust representatives for their presentation. He agreed with the Board that the challenges would be the uses of the building and also what the potential sources of funding would be for such a building. He supported the need for a business case to identify what the project may look like if the Puketapu Community Trust owned the building. Mayor Kircher also agreed to write a letter of support for the Trust to assist with its funding search.

ACTION: Letters of support from the Board and from Mayor Kircher

Speaker 2: East Otago Community Group – Rod Philip, and Stephanie Scott

Rod Philip and Stephanie Scott briefed the Board on activities undertaken by the East Otago Community Group. A flyer about their desired achievements was tabled, and an aerial map of the catchment area was circulated to Board members in advance of the meeting. All of the Group's nine committee members are volunteers. They are wanting to secure funding to pay a coordinator for 10 hours a week on a contract basis (approximately \$30k a year), to enable them to continue with riparian projects and field days and to raise the group's profile.

Mayor Gary Kircher suggested the group put in a submission to Council's Annual Plan consultation process and also investigate the group's eligibility to apply to Council's Biodiversity Fund. The Chair suggested they could also look at applying for funding from the Community Grants process.

Speaker 3: Jan Cohen and Alister Chapman

Palmerston/Dunedin Bus Service and Speed Limit

Mr Chapman is seeking the Board's assistance to advocate for the Palmerston – Dunedin bus service to do a loop for pickups around Palmerston, as it does in Karitane and Waikouaiti. He also asked the Board to advocate for a reduction in the speed limit (currently 70km) to 50km on Tiverton Street and Dunback Road.

Ms Cohen explained that she is reliant on the bus service to get to Dunedin and support's Mr Chapman's request for the Board to advocate for the pick-up service around Palmerston. She encouraged a Board member to use the bus service to see how it operates, and to see what could be done to get a separate bus for the school children.

The Chair advised that the Otago Regional Council had a formal process for members of the public to submit their requests and concerns about bus routes. Mr Chapman confirmed that submissions (written and oral) had already been lodged with the ORC, but no response had been received.

ACTIONS:

Cr Jim Thomson agreed to discuss this matter with the ORC Councillor.

The Chair acknowledged that the speed limit was too fast but noted that the New Zealand Transport Agency / Waka Kotahi had responsibility for speed limits on state highways. She agreed to discuss this matter with Waka Kotahi and also with the local constable to see what could be done.

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

4.1 PUBLIC MINUTES OF THE WAIHEMO COMMUNITY BOARD MEETING HELD ON 6 DECEMBER 2021

There was brief discussion on item 5.2 (the Boys' Brigade Building). It was suggested that the Vintage Machinery Club may be interested in inspecting the building. Cr Jim Thomson agreed to speak with the Club on the Board's behalf.

RESOLVED WCB 2022/002

Moved: Cr Jim Thomson

Seconded: Mr Paul Roy

That the Waihemo Community Board confirms the Public Minutes of the Waihemo Community Board Meeting held on 6 December 2021, as circulated, as a true and correct record of that meeting.

CARRIED

The Chair directed the meeting to the Agenda Addendum containing a late report and asked for a mover and seconder first for the recommendations to accept the late report onto the agenda.

L.1 PALMERSTON SQUASH RACQUETS CLUB - FINANCIAL MATTERS AND LEASE RENEWAL

RESOLVED WCB 2022/003

Moved: Mr Paul Roy

Seconded: Cr Jim Thomson

L.1 That the Waihemo Community Board, pursuant to s.46A (7) of the Local Government Official Information and Meetings Act 1987 and Clause 9.12 of the Waitaki District Council Standing Orders which the Waihemo Community Board has adopted to govern its own meetings, agrees to accept the Late Urgent Business Item as Agenda Item L.1 between Agenda items 4.1 and 5.1, as the first Decision Report in the main meeting agenda for the reasons stated below:

- (a) The item was not able to be included in the final agenda papers because the relevant information had not been available from all sources at the time the original agenda went to production; and
- (b) The item cannot be delayed until a subsequent meeting because the Waihemo Community Board has indicated a need to resolve this longstanding issue at this meeting so that its decision can be recommended to the Council Meeting on 29 March for a decision of Council.

CARRIED

The Chair then directed members to the late report agenda item for discussion.

The report, as circulated, sought to decide how to resolve an unpaid debt owed by the Palmerston Squash Racquets Club (PSRC) with Council and Waihemo Community Board support and to confirm the preferred option for a future lease agreement between Council and the PSRC.

There was general support for the need to reach a compromise on this matter, to resolve what had been a longstanding issue.

During discussion on the report's recommendations, concern was raised that, if the Board agreed to pay half of the rates owing, then it could create a precedent for other groups to ask the Board to pay their rates as well. With this in mind, there was support for asking the PSRC to pay all the

balance of the outstanding rates, with the Board to make a separate grant to the PSRC in recognition of the improvement work that the Club had completed.

Board members also supported the need for the PSRC to come to the Board for approval first before making any further changes to the building; and for a new two-year lease agreement to be drawn up, based on a per member rate of \$60.00 per person, to cover the cost of rates and insurance.

RESOLVED WCB 2022/004

Moved: Mr Paul Roy

Seconded: Mrs Carol Watson

That the Waihemo Community Board recommends:

That Council:

1. Remits \$2,634.99 in penalties charged on the Palmerston Squash Racquets Club rates account.
2. Requires the Palmerston Squash Racquets Club to pay the outstanding rates balance of \$7,529.
3. Drafts a new lease based on a per member rate of \$60.00 per person per annum to cover rates and insurance.
4. Notes that the Waihemo Community Board has agreed to make a grant to the Palmerston Squash Racquets Club of \$3,700 from its discretionary fund as a contribution to the cost of the completed upgrade.

CARRIED

5 DECISION REPORTS

5.1 RATIFICATION OF BOARD'S DECISION FOR FUNDING ALLOCATION TO PALMERSTON BIKE PARK

The report, as circulated, sought formal ratification of the Board's decision of 20 December 2021 to approve a funding allocation from the Waihemo Ward services rate.

There was no discussion on the report.

RESOLVED WCB 2022/005

Moved: Cr Jim Thomson

Seconded: Mr Paul Roy

That the Waihemo Community Board formally ratifies its decision of 20 December 2021 to approve an allocation of \$5,000 to the North Otago Mountain Bike Association for improvements to the Palmerston mountain bike track, payable from the Waihemo Ward services rate.

CARRIED

5.2 WAIHEMO COMMUNITY BOARD MEETINGS AND WORKSHOPS SCHEDULE 2022

The report, as circulated, provided the dates, times and venues for Waihemo Community Board meetings and official workshops during the 2022 calendar year, for adoption.

The Chair highlighted that the Board's next meeting (in May) will be held in Hampden, and subsequent meetings would be held in the Waihemo Service Centre Board Room.

RESOLVED WCB 2022/006

Moved: Mr Paul Roy

Seconded: Mrs Carol Watson

That the Waihemo Community Board adopts the Waihemo Community Board Meetings and Workshops Schedule 2022, as circulated.

CARRIED

6 MEMORANDUM REPORTS

6.1 ASSETS UPDATE

The report, as circulated, updated the Board on issues, operations and projects managed by the Assets Group, occurring within the Waihemo Ward since the last Board meeting.

The Chair updated the Board on progress relating to the Palmerston bulk water tank filling station, noting that officers had been in contact with the three stakeholder groups to advise them about the project and to work through any concerns they may have.

Other updates provided included the following:

- The new Palmerston water mains will not be connected until laterals are installed and connected on the state highway. Contractors hoped to complete this work by the end of April.
- The Dunback walkway styles have been installed and a sign would now be made.

The Chair suggested that the Board could discuss the merits of having Waihemo public toilets painted with a mural, similar to what was happening in Oamaru. This could be a discussion topic at the Board's next informal discussion / workshop.

RESOLVED WCB 2022/007

Moved: Mrs Carol Watson

Seconded: Mr Paul Roy

That the Waihemo Community Board receives and notes the information.

CARRIED

6.2 WAIHEMO COMMUNITY BOARD FINANCIAL UPDATE

The report, as circulated, updated the Board on financial matters and activities within the Waihemo ward. There was no discussion on the report.

RESOLVED WCB 2022/008

Moved: Mr Paul Roy

Seconded: Mrs Carol Watson

That the Waihemo Community Board receives and notes this report which details movements and the balance of funds available for distribution to community projects within the Board's ward.

CARRIED

6.3 BUILDING CONSENTS ISSUED IN THE WAIHEMO WARD FOR NOVEMBER AND DECEMBER 2021, AND JANUARY 2022

The report, as circulated, provided the Board members with a list of building consents issued in the Waihemo Ward during November and December 2021, and January 2022.

There was no discussion on the report.

RESOLVED WCB 2022/009

Moved: Cr Jim Thomson

Seconded: Mr Paul Roy

That the Waihemo Community Board receives and notes the information.

CARRIED

The Chair directed the meeting forward to Agenda Item 6.7 so that Mayor Gary Kircher and Chief Executive Alex Parmley could speak to that item before leaving the meeting early (at 7.32pm) for another prior engagement.

6.7 UPDATE FROM COUNCIL REPRESENTATIVES

The report, as circulated, provided an opportunity for Council representatives attending the meeting to verbally brief the Board on specific governance and/or management matters as appropriate.

Mayor Gary Kircher spoke about the challenging times trying to carry on with Council business in a COVID environment and also the difficulty of not being able to offer events for the community. He acknowledged the stress and anxiety in the community because of those challenges, and also within the local government sector due to multiple central government reforms which are encouraging some to consider not re-standing at the October local elections.

Chief Executive Alex Parmley briefed the Board on Council officers' time and energy on the Annual Plan and budgets of late and noted that the Annual Plan would be considered at the Additional Council Meeting on 8 March before attention turned to the consultation process in mid-April to early May. He also spoke about the Three Waters investment programme, which was aimed at ensuring that, if the Government's Three Waters reforms went ahead, then Council's assets could be in the best condition possible for the community before the assets were transferred. Mr Parmley also briefly discussed the ongoing work at Council on historic landfills,

central government reforms, the Future for Local Government, and development of a Council Economic Development strategy.

Group Manager Lisa Baillie asked Board members if they wanted a joint workshop with the Ahuriri Community Board to be rescheduled following the cancellation of the original workshop at the beginning of the year. In response, the Chair advised that Waihemo Community Board members preferred to have a separate workshop, and they would discuss potential topics at their next informal discussion/workshop.

Mrs Baillie also spoke about the fast-paced start to the year with COVID issues and the impact it was starting to have on staff directly or as close contacts to others. She briefed the Board on the COVID risk assessment process that had been conducted, and also about the work on business continuity plans for Council departments. Council's executive leadership team was busy with the implications of government reforms, and within her People and Culture group, there was a considerable workload around collating information on resourcing and staffing for Three Waters, and other human resources matters.

RESOLVED WCB 2022/010

Moved: Mrs Carol Watson

Seconded: Mr Paul Roy

That the Waihemo Community Board receives and notes the information.

CARRIED

The Chair directed the meeting back to Agenda Item 6.4.

6.4 WAIHEMO COMMUNITY BOARD CORRESPONDENCE

The report, as circulated, attached correspondence addressed to the Waihemo Community Board that had been received since the previous meeting, for the Board's consideration and response action as required. The correspondence had been added to the Board's files.

- (a) Letter dated 6 December 2021 from the Hampden Hall Committee regarding a request from the Hampden Museum to relocate their museum to a site at the rear of the Hall

Discussion: The Chair briefed the Board on information received from officers relating to this request. Regarding **planning**, the proposed use is permitted, providing the Hall Committee complies with bulk and location standards. Regarding the **building**, the Committee will need a building consent with consideration to foundations, services, and access. Being a public access building, accessibility will also need to be considered as well as fire considerations. Having the building on skids is okay if the building is being stored and not being used, but once it comes time for use, it will need a pile foundation. Regarding property matters, the Property team is investigating this matter and it is likely that some form of agreement will be required between the parties.

- (b) Email dated 11 February 2022 from June Anderson regarding seasonal camping fees at the Waitaki Lakes Camping Grounds

Discussion: Cr Jim Thomson advised that he had voted against the increase in seasonal camping fees at the Council meeting and also that he supported the justification of a discount to ratepayers' seasonal camping fees. The Chair suggested that the group could make a submission to Council's Annual Plan, and that the Board could provide a letter of support to accompany it.

ACTION: Letter of support to be written

- (c) Letter dated 21 February 2022 from the Puketapu Community Trust seeking a letter of support from the Waihemo Community Board relating to a project for Restoration and Repurposing of the Palmerston Town Hall

Discussion: Board members shared their concerns about the proposal to restore and repurpose the Palmerston Town Hall. However, they agreed to provide a letter of support for the Trust to develop a business case only, so that there could be better understanding about what the use of the restored facility could be.

ACTION: Letter of support to be written

- (d) Update dated 22 February 2022 from Craig Alter reporting progress on the Brough Road MTB Park

Discussion: The Chair noted that the mountain bike track was developing well, and a digger had been working onsite. An old rubbish dump had been found during the track construction and, while as much as possible of the dump remnants had been removed, there was still a need for fill to cover and make the area safer. Cr Jim Thomson offered to help with providing some fill. The Chair suggested that the group could apply to the Community Grants fund for help with funding for the ongoing project.

ACTION: Board members to follow up as noted above

RESOLVED WCB 2022/011

Moved: Mr Paul Roy

Seconded: Mrs Carol Watson

That the Waihemo Community Board receives and notes the correspondence received since the previous Board Meeting and agrees required actions in response.

CARRIED

6.5 CHAIRPERSON'S REPORT

The report, as circulated, shared the Chairperson's report with Board Members and the public.

The Chair advised that good support had been received for the Te Kaika Vaccination Clinic that was held on Saturday 26 February. She also reported having a supply of COVID care packs available for distribution in the community and suggested that members of the public contact Board members if they need help and support if they need to self-isolate at home.

RESOLVED WCB 2022/012

Moved: Mrs Heather McGregor

Seconded: Mrs Carol Watson

That the Waihemo Community Board receives and notes the information.

CARRIED

6.6 COMMUNITY BOARD MEMBERS' AND COUNCILLOR'S REPORTS

The report, as circulated, provided a framework for reports from the Waihemo Community Board Members and the Waihemo Ward Councillor.

Cr Jim Thomson sought and received the Chair's agreement to add to his written report. He shared his concern that the A&P Society has chosen to speak directly to Council staff about getting an exterior fence around the Palmerston Domain without coming to the Board, given that the Board had previously set its own priority to install fencing around the children's playground as part of its Long Term Plan submission. This concern was acknowledged by Board members.

RESOLVED WCB 2022/013

Moved: Mrs Carol Watson

Seconded: Mr Paul Roy

That the Waihemo Community Board receives and notes the information.

CARRIED

7 MEETING CLOSE

There being no further business, the Chair declared the meeting closed, at 8.00pm.

TO BE CONFIRMED at the Waihemo Community Board Meeting to be held on Monday 2 May 2022 in Hampden.

.....
CHAIRPERSON

5 DECISION REPORTS

5.1 DRAFT UPDATED WAIHEMO COMMUNITY BOARD PLAN

Author: Mandy McIntosh, Corporate Development Officer

Authoriser: Paul Hope, Finance and Corporate Development Group Manager

Attachments: 1. Draft Waihemo Community Board 10 Year Plan 2021-31
2. Waihemo Community Board Engagement form

RECOMMENDATIONS

That the Waihemo Community Board:

1. Agrees to progress the development of a Draft Waihemo Community Board 10 Year Plan 2021-31 (Attachment 1);
2. Approves the attached Draft Waihemo Community Board 10 Year Plan 2021-31 for the engagement with the community, subject to any changes agreed by the Board at this meeting;
3. Agrees to engage with the community for the period 13 May to 27 May 2022, subject to any changes to those dates agreed by the Board at this meeting;
4. Confirms the steps of the proposed engagement plan that the Board wants to follow, subject to any changes agreed by the Board at this meeting;
5. Decides the location, dates, times for each drop-in session during the engagement period;
6. Confirms the key dates in the timetable, subject to any changes agreed by the Board at this meeting; and
7. Agrees to the format and content of the engagement document (Attachment 2), subject to any changes agreed by the Board at this meeting.

.....

DECISION OBJECTIVE

To obtain a commitment and agreement from the Waihemo Community Board to progress with the development of the Waihemo Community Board 10 Year Plan 2021-31; to engage with the community to get feedback on the Plan; and to agree matters relating to that community engagement and key dates associated with the process for adopting the Plan.

SUMMARY

The 2018-2028 Waihemo Community Board 10 Year Plan was adopted in July 2019. The intention is for the document to be reviewed and updated with community feedback to ensure that it remains a live document to meet the changing needs of the Waihemo community.

With Council having adopted its 2021-2031 Long Term Plan in July 2021, it is now appropriate for the Waihemo Community Board to update its 10 Year Plan for the same 2021-2031 timeframe, and to seek feedback from its community. This will ensure that any different community needs are identified and considered by the Community Board, so that it may be able to continue to support those Waihemo community needs into the future.

DECISION-MAKING EXPECTATIONS

Governance Decision-Making:	The Waihemo Community Board is responsible for the development and regular review of the Waihemo Community Board 10 Year Plan
Operational Decision-Making:	Direction and support from officers have been sought to assist the Waihemo Community Board to develop the updated Waihemo Community Board 10 Year Plan.
Communications	<p>Media Releases – contributed to by officers and Elected Members.</p> <p>Design for website, posters, and engagement document.</p> <p>Media/public enquiries regarding governance decision-making topics above can be addressed by governance</p> <p>Media/public enquiries regarding operational decision-making topics above can be addressed by officers</p>

SUMMARY OF DECISION-MAKING CRITERIA

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

BACKGROUND

The purpose of the Waihemo Community Board Plan is to set out actions for the Board based on priorities and to specify the Board’s role for each action identified.

The Plan will provide an important mechanism for the Board to have input into the Waitaki District Council’s planning processes, including the Long Term Plan, Annual Plan, 30 Year Infrastructure Strategy, and the Waitaki District Plan.

The Waihemo Community Board Plan includes Board member contact details, the role of the Board, the Waitaki District Council community outcomes, and a list of actions that the Board will focus on.

The Draft Community Board Plan 2021-2031 (Attachment 1) currently still includes the information gathered from the 2018 Community visioning meetings. That 2018 information will be updated from feedback gathered during the process of engaging with the community on the updated Plan.

Engagement Plan

It is proposed that the Board considers any or all of the following steps as part of its planned engagement with the community process:

- (a) Design a 1-2 page community engagement form for capturing feedback from the community (the example provided in Attachment 2 is an initial draft only, as it has yet to be designed by the Waitaki District Council Communications team, which will occur after this Board meeting). The engagement form will be made available to the community for pick up/return at the

Waihemo Service Centre and Hampden Library. The Board may wish to consider other venues (eg particular shops in the town centre), which would be subject to the Board first obtaining approval from such venues for their involvement in that manner.

- (b) A “tile” will be created on the Waitaki District Council website for the engagement period. That will provide access to the engagement document/feedback form which will be able to be printed and completed, and then emailed back to the specific address for all feedback – to consult@waitaki.govt.nz.
- (c) Engage with the community using Wanda (the Council’s ‘consultation caravan’) as the “drop in centre” for drop-ins and feedback to be provided/collected, during all or some of the proposed consultation period (ie all or some of the dates from 13 May to 27 May 2022).

It is proposed that the Board agreed on drop-in dates, times, and locations for each of Palmerston, Dunback, Hampden and Moeraki at this meeting so that these can be incorporated into the engagement material. (For example: Drop in for Palmerston – outside the Waihemo Service Centre, on Wednesday 18 May from 12.00pm to 2.00pm).

The ‘consultation caravan’ Wanda will need to be collected from Oamaru by a member of the community board prior to the first drop-in, and then returned to Oamaru by a member of the community board after the drop-in sessions have been completed.

It is important for the Board and community to note that the drop-ins will be fronted by **Community Board members only** during the engagement period.

- (d) Promote the engagement period and invite feedback via:
 - Facebook – Waitaki District Council and Waihemo Community Board Facebook pages
 - Advertising of the community engagement period and drop-in times in the Waihemo Link
 - Advertising in local media (eg print, radio)
 - Posters of the drop-in sessions to be placed in a number of Waihemo business windows (Community Board members to arrange this with the desired businesses)
- Note: Council’s Communications team will prepare the engagement form and advertising material, as well as organise the promotions via Facebook and in local media.
- It will be for Community Board members to arrange with businesses and other venues about having engagement forms and posters available around the townships.

Key Dates

Date	Action
13-27 May 2022	Engagement Period
Tuesday 7 June 2022 (tentative; to be confirmed)	Waihemo Community Board Workshop to consider feedback from the community
Monday 4 July 2022 Waihemo Community Board Meeting	Adopt the Waihemo Community Board 10 Year Plan 2021-2031
July 2022	Publish the Community Board Plan – Waitaki District Council website and hard copy as required.

SUMMARY OF OPTIONS CONSIDERED

- Option 1** – Agree to the programme of key dates, engagement, and the content of the draft community board plan, and the format of the draft engagement to enable engagement to proceed.
- Option 2** – Agree to the programme of key dates, engagement, and the content of the draft community board plan, and the format of the draft engagement, with changes as agreed at this meeting, to enable engagement to proceed. **(Recommended)**
- Option 3** – Do not agree with the proposal to proceed.

ASSESSMENT OF PREFERRED OPTION

Option 2 is the preferred option. The Waihemo Community Board Plan is an important document for Board Members and their community to be involved in to help facilitate community wellbeing through progress on community projects to meet identified needs. Officers have been able to assist with the development of the updated Plan and engagement materials and proposed approach thus far. However, the community engagement on the Board's Plan now needs to be led by all members of the Waihemo Community Board, as the owners of the Plan on behalf of the community, and therefore any changes that are agreed by the Board at the meeting need to be incorporated into the final versions of materials before the engagement proceeds, in keeping with that Board leadership and associated responsibilities.

CONCLUSION

It should be noted that, with Local Body Elections scheduled to be held on Saturday 8 October 2022, all community engagement activities and the process to adopt the updated Waihemo Community Board Plan 2021-31 are being planned for completion prior to that election date.

ADDITIONAL DECISION-MAKING CONSIDERATIONS

Outcomes

We keep our district affordable

We enable opportunities for new and existing business

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

We understand the diverse needs of our community

Waitaki's distinctive environment is valued and protected

We maintain the safest community we can

Policy and Plan Considerations

Any feedback received may be presented by the Waihemo Community Board to the Waitaki District Council as a submission to a future Annual Plan or Long Term Plan.

Community Views

The views of the community are key to the acceptance and commitment by the Board and the community to the Waihemo Community Board 10 Year Plan 2021-31.

Financial Considerations

Feedback to the Waihemo Community Board 10 Year Plan 2021-31 may be considered as future project proposals to put to future Waitaki District Council Annual Plan and Long Term Plans.

Publicity and Community Considerations

Communications and design work will be supported by the Waitaki District Council Communications team, as agreed between them and the Board Chair.

WAIHEMO COMMUNITY BOARD 10 YEAR PLAN

1 JULY 2021 - 30 JUNE 2031





INTRODUCTION

The purpose of this community board plan is to provide a vision for the Waihemo Community Board over the next ten years. It will help guide Community Board decisions, action and future engagement with the community and Council.

The timeframe of 10 years, 1 July 2021 to 30 June 2031, has been used to align with the Waitaki District Council's 2021-31 Long Term Plan. The intention is for this plan to be updated at least every 3 years following Waitaki District Council's adoption of its Long Term Plan.

BACKGROUND

The 2018-2028 Waihemo Community Board 10 Year Plan was the result of Community workshops that were held in Palmerston, Moeraki and Dunback in February 2018. Approximately 60 people attended the workshops which were run by an external facilitator. The purpose of those workshops was to give the community the chance to tell us their needs and aspirations.

Community drop-in sessions were also held at Moeraki, Palmerston and Hampden during March 2019 as part of the Waitaki District Plan Review. Feedback from these sessions were also used to develop this Community Board Plan.

Those findings have now been used to update the 2021-2031 Waihemo Community Board 10 Year Plan to align with the 2021-2031 Long Term Plan.

BOARD PROFILES



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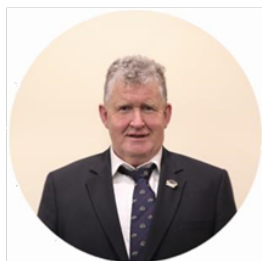
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ROLE OF COMMUNITY BOARD

The role of the Community Board includes:

- Representing and acting as an advocate for the interests of its community
- Considering and reporting on matters referred to it by the Council, or of any matter of interest or concern to the Community Board
- Maintaining an overview of services provided by the Council within the community
- Preparing an annual submission to the Council for expenditure within the community
- Communicating with community organisations and special interest groups
- Undertaking any other responsibilities that are delegated to it by the council

Elected at the same time as Council, the Community Board consists of six members (including one councillor). Voters living in the Waihemo Ward are able to vote for their Community Board members.

WAITAKI DISTRICT COUNCIL VISION

The projects identified in our community plan contribute to the District's vision to make "Waitaki THE BEST PLACE TO BE!". They support the districts community outcomes of:

- Prosperous District
- Strong Communities
- Quality Services
- Valued Environment



WAIHEMO COMMUNITY BOARD KEY FOCUS AREAS

Area of focus	What do we want to achieve?	What will the Board do?	Timeframe
Recreational facilities	Improving and developing recreational facilities	<p>A new bikepark and skatepark has been developed in Palmerston since 2018 with Board support. A submission was lodged to the 2021-2031 Long Term Plan for fencing around these facilities to improve the safety for users.</p> <p>The Board will lodge a submission to the Annual Plan for bike stands to be located in town and at the bike park.</p> <p>The Board lodged a submission to the 2021-2031 Long Term Plan for the development of walking tracks (Puketapu and Dunback), and for the development of bike tracks to link Palmerston to Oamaru.</p>	<p>2021-2031 Long Term Plan submission was lodged. To follow up in Annual Plan 2022.</p> <p>Submission to be lodged for the 2022-2023 Annual Plan.</p> <p>Funding was not approved in the LTP due to a commitment to complete the A2O before other track development is committed.</p>
Museum future development/ use of the museum	Valuing environment and heritage	Continue existing funding.	On-going
Maintain walking tracks (Millers Bay and Millennium track) – Moeraki	Improving and developing recreational facilities	Work with Councils Recreation team on the - plan for amenity maintenance and improvement for Millers Bay and the Millennium track	Reviewed annually
Develop walking and biking tracks (Palmerston) <ul style="list-style-type: none"> Walking track up Puketapu Oamaru to Palmerston cycleway Hampden to Dunback walkway Walking track Mooner Street 	<p>Improving and developing recreational facilities</p> <p>Puketapu Community Trust feasibility study Yr 4 2021-2031 LTP. Palmerston-Dunback revisit feasibility study. Develop Shag Point to Hampden and Moeraki. Dunback walkway to be added from camp to swing bridge. Extend to Brough Road.</p>	<ul style="list-style-type: none"> Work with Council on the Coastal cycleway feasibility study to ensure community views are taken into consideration. Work with Council on walkway realignment options at Puketapu. 	<p>To be reviewed Yr 3 of LTP. To be reviewed Yr 3 of LTP.</p> <p>Progressing.</p> <p>Mooner St walkway completed. Extension to Brough Rd to be reviewed.</p>
Heritage protection – Historic and geological heritage	Protect and showcase environment	Work with Waitaki District Council to ensure that heritage and geological items worthy of protection are included in the Waitaki District Plan review for consideration.	The Draft Waitaki District Plan is scheduled to be released late 2021.
Waterways – flooding issues (Hampden and Palmerston townships)	Environmental and private property protection	Talk to ORC about developing a fact sheet outlining responsibilities for care of waterways to be provided to landowners with waterways running through their property	Request a workshop with Waitaki District Council staff to discuss the issues and options before the end of 2022.
Waterways: – flooding avoidance	Avoid flood damage	Advocate for riparian planting for Dunback Domain and highlight community concern regarding the effect on flooding of willows	Write to Otago Regional Council before

Area of focus	What do we want to achieve?	What will the Board do?	Timeframe
(Dunback)		along Shag River.	end of 2022.
Waterways – native plantings at Waianakarua River mouth	Weed growth is kept under control	Write to Waitaki District Council's Parks & Recreation manager requesting weed control at Waianakarua River mouth is added to the programme of work	Lodge a letter with Waitaki District Council before end of 2022.
Adequate land available for both residential and business development in all Waihemo townships	Stimulating growth and economic development	Work with Waitaki District Council to ensure that the Waitaki District Plan provides adequate and appropriately zoned land for development	The Draft Waitaki District Plan is scheduled to be released late 2021.
Electric car charging station (Palmerston, Dunback-Macraes Flat)	Improving infrastructure – Palmerston now has an EV charging station. Additional EV station sought for Dunback, Macraes Flat, and Moeraki.	Approach OtagoNet (electricity provider) to investigate the possibility of charging stations in the Waihemo District (specifically Dunback, Macraes Flat and Moeraki).	Write to OtagoNet before end of 2022.
Road Safety, including: <ul style="list-style-type: none"> • Reviewing speed limits in Waihemo townships (especially Hampden, Palmerston, Moeraki and Dunback) • Street lights in Moeraki • Intersection improvements in Palmerston • Road signs in foreign languages 	Safer roads	A workshop was held with the Waihemo Community Board and New Zealand Transport Agency to discuss road safety issues in July 2019.	Lodge a letter with Waitaki District Council to request a workshop to update before end of 2022.
Improve Roading, footpaths and drainage <ul style="list-style-type: none"> • Kerb and channel – • More and better maintained footpaths 	Improving infrastructure Request for footpaths on Copinsha, Brough, and Stromness Streets in Palmerston. Request for footpath on Lincoln Street, Hampden.	Advocate on behalf of the community to Waitaki District Council to ensure continued expenditure on existing and new infrastructure in Waihemo. Revisit request for footpath on Lincoln Street, Hampden with Waitaki District Council.	In Yr 2 of 2021-2031 Long Term Plan the footpaths will be installed in Palmerston.
Seal Lighthouse Road	Improving infrastructure	Advocate on behalf of community to have Lighthouse Road added to the Council's seal extension programme.	Raise in 2021 Annual Plan process.

Area of focus	What do we want to achieve?	What will the Board do?	Timeframe
Hampden – Stormwater & Sewerage system	Improving infrastructure	Write to Waitaki District Council's Water manager requesting a review of the Stormwater and Sewerage systems in Hampden	Council has brought forward scoping project to 2022 to start community conversations.
Oxidation ponds - Moeraki	Improving infrastructure	Write to Waitaki District Council's Water manager requesting that the Oxidation Ponds are assessed to determine their ability to cope with increasing housing demand	Follow up on status of project with Waitaki District Council Water Manager.
Targeted marketing of Waihemo Ward	Raise profile of Waihemo	<p>1. Lodge a submission to the Waitaki District Council's 2018-28 Long Term Plan requesting the development of a targeted marketing plan for the Waihemo area.</p> <p>2. Write to Tourism Waitaki and the Waitaki District Council economic development manager requesting a targeted marketing campaign of Waihemo including:</p> <ul style="list-style-type: none"> • A renewal of entrance signs for the Waihemo townships • The promotion of walkways and cycleways • Developing natural and cultural heritage themes and • Signage associated with the Puketapu Reserve. 	<p>Lodge a submission to the 2024-2034 Long Term Plan.</p> <p>Approved \$20k per year for 5 years for signage update. To revisit in 2022. To revisit in 2022.</p> <p>Approved as above.</p>
Improved internet access in Waihemo (Dunback-Macraes Flat)	Improving infrastructure	The main street of Hampden and Palmerston have free wifi through Council's free wifi service.	Review service in Dunback and Macraes Flat to assess if wifi is satisfactory before end of 2022. Chorus installing fibre in Palmerston. Available 2022.
Communication between Council, Community Board and Community	Improve the communication channels for two-way communication	<p>Maintain a Community Board Plan that will set out priority actions for the Waihemo Community Board based on the aspirations of the Waihemo Community.</p> <p>Request the Waitaki District Council to carry more information about the actions and decisions made by the Waihemo Community Board on the Waitaki District Council website (including a "have your say" page).</p>	<p>The 10 year plan will be updated at least every 3 years to align with the Waitaki District Council's Long Term Plan.</p> <p>These are now available on Council's website. A new facebook page has been developed for the Waihemo Community Board.</p>

Community profile

Waihemo ward has a population of 2,337 people.¹ In Waihemo 25% of the population is aged over 65 years which is higher than the national average (at 15%).



¹ Stats NZ Dataset: Subnational population estimates (TA, ward), by age and sex, at 30 June 2013-17 (2017 boundaries).



**Waihemo Ward
Waitaki District**



DRAFT

Appendix 1 – A summary of what the community told us during the community sessions held during 2018-2019

Recreation and Environment

- Protection of penguins and other wildlife– need agreed approach between stakeholders
- Rabbits are a problem
- Coastal erosion problems
- Maintenance of public land
- Millers Bay Reserve is messy - noxious weeds, abandoned-looking
- Millennium Track not kept in good condition - coastal erosion problem
- Trees need trimming on Tenby St and near Hall
- Theme of developing window on history – Maori, whaling, English village with seat of government, built environment
- Remove advertising signs north and south of Hampden that are no longer current
- Develop walkway/ cycleways (Moeraki-Hampden, Dunback-Macraes Flat)
- Walking and bike tracks – Waianakarua, Hampden-Katiki-Shag Point, Millennium track
- Cycle trail Moeraki to Beach Road
- Cycleway Palmerston to Dunback
- Walking tracks Dunback-Wadestown
- Improve town centre amenity (Palmerston)
- Private/ Council collaboration to tidy town centre
- Encourage shop owners to take pride in the look of their shops
- Sunflowers in centre gardens
- Community events Palmerston:
 - Men's shed to allow knowledge to be passed down to youth – partnership with Macraes
 - Sports coach for young and old
 - Senior computing
 - Community barn dance e.g. for Matariki
 - Develop community events and opportunities (Palmerston)
- Flooding damage - Need plan for riparian planting along the river through the Domain.
- Deal with environmental damage and improve amenity (Hampden):
 - Millers Bay - road erosion, surface water
 - Hampden beach – coastal erosion, car parking, playground improvement, fencing off
 - Wilding pines management
 - Develop recreation dam at Macraes post-mining
 - Dunback Domain – add showers, fix tennis courts, add picnic tables, swing-bridge.
 - Dog park (Dunback)

Infrastructure

Palmerston:

- The clock needs to be fixed
- Vandalism of statues – who is responsible? The statues are on private land
- Derelict buildings need tidying up
- Waterwheel needs fixing
- Assets - Fantastic land-based business sector
- Need better parking and bike stands

Moeraki-Hampden:

- Recognise Moeraki is a significant drawcard for visitors to district
- The sea is an asset

- Make sure Hampden school and library are retained
- Dunback Domain is a good asset, and the new signage is good.

Improve existing facilities (Palmerston)

- Tidy up of public grounds
- Development of Ross Park (e.g. cycle track; tree identification)
- Finish sports hall to allow for more use
- Develop skate park

Develop new facilities (Palmerston)

- Community gardens
- BBQ area
- Water supply – water metering for businesses (Moeraki-Hampden)
- Stormwater drainage
- Direction of stormwater disposal (Moeraki-Hampden)
- Improved internet access and cell phone coverage in the Waihemo Ward

Infrastructure – roads/footpaths

Palmerston - Improve road safety:

- Town centre intersection improvement – roundabout?
- Make speed limits 50 km/h throughout town –70 km/h limit on Dunback Rd is unsafe for children

Moeraki-Hampden - Improve road safety:

- Having 3 speed limits in Hampden is confusing
- Safety at Boulders turn-off and Moeraki turn-off
- Road safety between Hampden and Waianakarua
- Better parking for big trucks in Hampden

Palmerston – footpaths and drainage:

- Maintenance of culverts and creeks, and rubbish removal
 - Flooding is occurring from clogging of systems by gravel and rubbish
 - The creek is used as a dumping ground
- Not enough paths, or well-maintained paths
 - Loose gravel on paths is a hazard

Dunback – reduce the speed limit through Dunback

Infrastructure - Waste Management

- Palmerston - Green waste free to dump
- Hampden – Development in Hampden is restricted by a lack of a sewerage system

Growth and Development

- Encourage residential and business development (Palmerston)
- Retirement village
- Expedite residential subdivision and lifestyle blocks
- Make land available for housing
- Residential subdivision at Dunback
- Make land available for light industry
- Make it easy to start up business - assist new businesses to set up
- Planning for future growth (Dunback-Macraes-Flat):
- Encourage more families
- Promote Waynes and Dunback: - Signage at entrance and exit of towns
- Signage at Dunback about the church and Wellingtonia pine
- Dunback should be on Council maps

Tourism development (Palmerston)

- Palmerston junction town – encourage motorhomes to stop and stay (but no dump station)
- Proposal for motorhome park at A&P grounds
- Communities to work together for an overall tourist experience, not singularly – the cobweb effect

Develop new visitor attractions in Moeraki

- Fish shop at port
- Coffee house at lighthouse, with glass viewing area

Other

- Communication has become one-way – plenty of reports but nobody listens to local opinion.
- Nothing done about 10 year complaint about locked gates on road (Macraes).

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Attachment 2 – Waihemo Community Board Engagement (text draft only; design to follow)

WAIHEMO – Have your Say!

We are updating the Waihemo Community Board 10 Year Plan so the community can see where we are at – what we are working on - and what we want to achieve across Waihemo in the next 10 years.

We have been busy over the last three years helping to make Waihemo even better and we have been delivering – or helping to deliver - some great things for the community. Here are SOME of the things we can ALL be proud of as they all take a lot of community effort and commitment:

What have we achieved since the 2018-28 Waihemo Community Board Plan?	When will this be delivered?	Who have we been working with?
We funded a new bikepark in Palmerston.	It's done! It's built and the kids are biking!	OceanaGold, Otago Community Trust, Waitaki District Council and some great contractors.
We got new footpaths approved for Brough, Copinsha and Stronsa Streets.	These will be constructed in 2022-23.	
We got funding for new town signs approved for across Waihemo.	We need sign designs...which may need some community thinking. We'll keep you posted on that.	
We put new toilets in Moeraki.	It's done! And they look great!	Waitaki District Council Recreation Team
We are helping with the development of a Hampden Community Hub with a workshop and education space.	Council has provided a lease on land to the Community Group that is leading this initiative.	Hampden Community Energy Society and Waitaki District Council
Council has allowed new mountain bike tracks to be established through the Brough Road forestry block, and the Community Board helped fund the work being done.	It's done! And there are more tracks to come!	Waitaki District Council and some more great contractors.
Council got us free wi-fi for the main streets of Palmerston and Hampden!	It's done! And we are working on increasing this free service to other areas.	

The Waihemo Community Board 10 Year Plan is YOUR community plan. We all have different needs and different interests so it is up to you to tell us what you think would make Waihemo the Best Place to Be!

We have updated the Draft Waihemo Community Board Plan 2021-31 so that you can see the commitments we have made to projects across the community, and we would love to hear your thoughts on what else we should be considering as projects for Waihemo over the next 10 years. Your feedback and ideas are important, as they help to inform the Community Board what we need

to take to Council to seek future funding as part of future Annual Plan and Long Term Plan submissions.

You can see the Draft Waihemo Community Board Plan 2021-31 on our website at www.waitaki.govt.nz/xxxxxx or call into the Waihemo Service Centre or the Hampden Library to have a look at it in person.

Please share your thoughts and ideas with us **by 5pm on Friday 27 May 2022**. Share your thoughts and ideas by:



Email: consult@waitaki.govt.nz



Post: Send your ideas and feedback to: Waitaki District Council, Private Bag 50058, Oamaru



Or drop your ideas and feedback in to: Waihemo Service Centre, Tiverton Street, Palmerston or Waitaki District Council HQ at 20 Thames Street, Oamaru.

All feedback will be considered before the Draft Waihemo Community Board Plan 2021-31 is adopted at the Community Board Meeting to be held on Monday 4 July 2022.

Name.....

Address.....

Email..... Phone.....

What do you think would make Waihemo great? Or what ideas or feedback do you have for Waihemo?

More to say? Just add more paper and attach it when you email/send/drop your feedback in.

6 MEMORANDUM REPORTS

6.1 ASSETS UPDATE

Author: Joshua Rendell, Assets Operations Manager

Authoriser: Paul Hope, Acting Assets Group Manager

Attachments: 1. Assets Group Activity Update - April 2022
2. SouthRoads Roding Report - March 2022

RECOMMENDATION

That the Waihemo Community Board receives and notes the information.

PURPOSE

To update the Board on issues, operations and projects managed by the Assets Group, occurring within the Waihemo Ward since the last Board meeting.

WAIHEMO WARD ACTIVITY HIGHLIGHTS

The tender for the renewal of 2.3km of wastewater mains in Ōamaru and Palmerston closed on 10 February. The tender evaluation was completed and the evaluation report, with recommendations for contract award to the preferred supplier, is nearing completion.

Whitestone Contracting Limited (WCL) is back onsite renewing the water service lines along State Highway 85 via ground drilling. Upon completion of the work, the new watermain along SH85 will be commissioned. WCL will then move to Auskerry, Ronaldsay and Runbrake Streets, to commission the new water mains.

The Recreation team has been coordinating with a group of local volunteers who are developing Mountain Bike tracks in Council's Brough Road forestry area. The group has completed one track so far.

Simple stiles have been installed at the Dunback to Domain route to assist walkers over the fence at the start and locals have made some temporary signs while the 'official' signage is agreed to and installed. The local walkers and volunteers have been making gradual improvements to the trail.

The attached report is the Assets Group Activity Update that was presented to Council's Assets Committee Meeting on 26 April 2022. It includes further details of work that the Assets Group has been undertaking in the Waihemo Ward and in the Waitaki district as a whole in recent weeks, for the Community Board's information.



ASSETS GROUP

Activity Update – April 2022



Purpose

The purpose of this report is to provide insight into recent work undertaken by the Assets group departments.

3 WATERS

GENERAL

Staffing

Interviews are currently underway for the role of Compliance Analyst, following Elodie Letendre's departure in December. This role is critical in ensuring 3 Waters meet all health legislation and environmental consenting requirements and as such, the team is looking forward to filling this vacancy.

The role of Technical Operations Engineer – Reticulation will soon be re-advertised following a late withdrawal from the process by the preferred candidate late last year.

Recruitment will soon commence for the roles of Hydraulic Modelling Officer and Asset Planning Engineer. These roles will be pivotal in assisting the Planning and Systems portfolio in identifying problem assets and preparing forward renewal and upgrade programmes.

Position descriptions are being finalised for two other new roles approved for the 2021/22 financial year. These roles are Policy Planner, and Development and Compliance Support Officer.

POLICY AND PLANNING

3 Waters Investment Programme 2022-24

Scoping and prioritising of all projects continues.

The team is making good progress with the 2021/22 projects and planning has commenced for a number of 2022/23 projects.

Three Waters Reform

The team is currently working on three Requests for Information from the National Transition Unit (NTU). The NTU appears to be moving swiftly.

Michael Goldingham will provide representation on the Asset Management, Operations and Stormwater reference group.

Backflow Prevention Inspection Programme

Following adoption of the Backflow Prevention Policy in December, work is now underway to develop a programme for inspection of commercial and industrial premises to determine the level of backflow risk to the public water supply. Following this, low, medium, or high-risk backflow prevention devices will be installed at property boundaries. A Communication and Engagement Plan has been developed and implementation is underway.

Wastewater Inflow and Infiltration Inspection Programme

During rain events, considerable volumes of stormwater enter the public wastewater network, via cracks or small openings (infiltration) and direct connections (inflow). This causes the network to fill and, at times, overflow.

Several years ago, officers and contractors inspected all stormwater sumps in Ōamaru to ensure they were connected to the stormwater network, not the wastewater network. All were found to be connected to the stormwater network.

The next phase of this project is to locate smaller sources of infiltration and potential inflow from private properties (such as downpipes connected to gully traps). To do this, officers will be carrying out private property inspections and smoke testing of the public wastewater network. This is scheduled for July. A Communication and Engagement Plan has been developed and implementation is underway.

OPERATIONS AND MAINTENANCE

Boil Water Notice

A boil water notice remains in place for the Stoneburn Water Supply following an algal bloom in the storage dam in late January.

In past occurrences, water quality has improved relatively quickly. That has not been the case in this instance, so officers are putting in place an interim fix involving bypassing the storage dam. Water from the supply intake will instead be pumped to three storage tanks. Existing treated water reservoirs will also be cleaned in the coming weeks. A letter is being drafted for all household consumers connected to the supply, advising them of these upcoming works.

Membrane Cleaning Trials

A number of changes have been implemented following the membrane cleaning trials and to date, these changes have largely stopped membrane fouling. Further changes are currently being implemented which are hoped to reverse existing fouling.

The summer season has been noticeably much cooler and wetter due to more rainfall than past seasons, which means peak demand has been less and the water temperatures lower. The addition of the second reservoir has also kept flows through the membranes down. All these factors have likely also contributed to the decreased fouling rates.

DESIGN AND CONSTRUCTION

Ōamaru Water Main Renewals

SouthRoads has now completed 95% of the Dacre Street portion of the Ōamaru water main renewals. Work will commence on the Till Street portion of the contract in the coming weeks. The proposed new 550m of water main will replace the old steel water main, providing a better level of service for residents by minimising disruptions to the water supply.



Figures 1 & 2 - Old valve removed from Dacre Street and new watermain installation on Dacre Street

Otematata Campground Water Supply Upgrades

Work is expected to commence in the coming weeks (depending on contractor availability). The Water Services team has been working closely with the Parks and Recreation team to minimise any unforeseen issues while delivering this project. Works commencement was delayed until after Easter to ensure minimal disruption to campground users.

Weston Watermain Upgrades

Specialised Services Group has commenced work on Charles Street, the last street in this contract. The work involves installation of a new 200mm diameter PVC water main and additional rider main and it is expected to be completed before the end of April.



Figures 3 & 4 - New valves, fire hydrant and watermain installed on Charles Street

Wastewater Main Renewals – Ōamaru and Palmerston

The tender for the renewal of 2.3km of wastewater mains in Ōamaru and Palmerston closed on 10 February. The tender evaluation is complete and the evaluation report, with recommendations for contract award to the preferred supplier, is nearing completion.

Wastewater Mains Inspection and Cleaning

The tender for the inspection (CCTV) and cleaning of 2.6km of wastewater mains in Ōamaru closed on 10 February. The tender evaluation is complete, and the preferred supplier has been identified.

Palmerston Water Mains Renewal

Whitestone Contracting Limited is back onsite renewing water service lines along State Highway 85 via ground drilling. Upon completion of this work, the new watermain along SH85 will be commissioned. Whitestone will then move to Auskerry, Ronaldsay and Runbrake Streets, to commission the new water mains.

Three Waters Reform Tranche One Funded Projects

- Otematata Watermain Replacements – new watermains in Waitaki Drive East and Spencer Road are now complete and prepared for road reinstatement. One water main upgrade in West Road remains, which is nearing completion.

- Palmerston Wastewater Dispersal Field Improvements – Specialised Services Group Limited is progressing well with onsite earthworks, trenching and installation of new irrigation pipes, cables, and conduit. Work is expected to be completed by the end of April 2022.
- Following completion of the above, all Tranche One funding (\$7.6 million) will have been spent.

ROADING

Operations and Maintenance

Where underground structures break, there is often a very small indication at the surface. Like an iceberg, the full size is hidden below the surface. Airedale Road had a small hole in the road shoulder that was a large collapse in the road centre line. The Airedale Road sinkhole repair was completed three weeks ahead of schedule thanks to excellent coordination by the lead contractor, SouthRoads. This allowed for the road to be fully open prior to Otago Anniversary weekend. The final cost for the work is \$235,000 funded from existing budgets, which is \$45,000 below the initial estimate. Public feedback on the early road opening was very well received.



Figure 5 Airedale Road sinkhole montage

SouthRoads is currently working on kerb and channel renewal and footpath rehabilitation works on Solway Street. This work will be followed with a planned road rehabilitation, which will provide a full 'area-wide' treatment to this popular urban route.

Planned maintenance works are continuing over March and April, with a focus on sealed road repairs while the weather remains favourable. A shift in focus to drainage maintenance will take place over the winter months, while unsealed maintenance continues as per the cyclic programme.

The team has worked closely with Waka Kotahi to migrate the speed limits data (from the Roding Bylaw) to the new National Speed Limit Register (NSLR) – a fundamental component of the Agency's Road to Zero strategy regarding safe speed limits. This data has now been signed off and is ready for use when the tool goes live nation-wide later in the year.

Capital Work Programme

Whitestone Contracting Limited was recently awarded contracts for the intersection upgrades on Reed Street, Wansbeck Street, Usk Street, District Road and the Orwell and Eden Street rehabilitation contracts.

SouthRoads Limited was awarded the contract for the rehabilitation of Solway Street which is currently under construction.

The Intersection upgrades are Road 2 Zero (R2Z) funded activities and will commence in May. They will be followed by rehabilitations of Orwell Street and Eden Street.

Construction works have been delayed this year as contractors struggle to cope with the effects of increased workloads, COVID and delayed material supplies.

Lower Eden Street's road pavement is to be reconstructed, and the tender for this is currently being evaluated. Consultation with the neighbouring businesses has been useful in preparing for this work which is now programmed to commence in August 2022.

Given physical works have been delayed this year, Officers have been planning works in the next financial year, to ensure tendering occurs early in the year. Tenders are being prepared for the remainder of the 2022-23 programme and are expected to be released to the market through May and June.

Annual Bridge maintenance works have commenced and include rock rip rap protection, vegetation removal and component replacements. This work is due to be completed by 1 May before the fish spawning season starts.

The road resealing and line marking programmes for 2021-22 are 99% complete.

Officers have worked closely with the Kakanui community to put together an improvement programme for roadside drains to remove the deep ditches. This improvement work will begin with a trial in Spiers/Semple/Stirling Street/s and will commence after Easter. SouthRoads was awarded this work, at a contract value of \$145,000. A communications plan will be developed and implemented to ensure minimal disruption to residents. Works are expected to take approximately four weeks.

Corbett Road seal is to be extended to have a fully sealed surface. This seal extension has entered the design stage, with local firm Survey Waitaki engaged by Whitestone Contracting to carry out the work. Whitestone plans to start on drainage and earthworks this financial year, with road formation and sealing taking place later in the year when the weather is favourable.

Road Safety

In early March, the road safety coordinator supported Sport Waitaki with the annual "Walk 'n' Wheels" week. By the end of the week, between 40 to 50 new families from Fenwick School started to drop children off or join them walking a couple of blocks to school. This lowered congestion around the school entrance, whilst giving time to parents and caregivers to walk and talk with the children. It is hoped these new families continue to walk or scooter to school in the future.



Figures 6,7,8 – Walk 'n' wheels Fenwick School

Road to Zero received its official Government launch in February 2022. This included a series of social media, traditional media, and TV advertisements, with an initial focus on disrupting people's perception of road safety. Later media will focus on educating, and lastly, it will look to build a social licence for change with the public.

To support this message, the Road Safety Coordinator has written and coordinated several local initiatives. This includes the "Sharing the road" opinion piece and a number of radio interviews. As we move through Autumn and into Winter, a campaign will be launched in conjunction with the South Canterbury Councils and Ashburton District Council. This will specifically include material around empowering people to make good decisions and choices.

Waitaki district is seen by Waka Kotahi as forging a new path in partnership working with surrounding councils around road safety and has been described by SADD as the Gold standard of collaboration between students and councils in New Zealand.

A new speed management law is expected to receive government approval and will be the mechanism to lower speeds around schools. This includes a proposal to have a blanket 30 km/h around urban schools. It is understood feedback given locally in Waitaki was to also have this limit around rural schools rather than the proposed 60 km/h. The new law should be finalised by mid to late 2022.

Through Michael Harrison, Group Manager of Otago District Fire and Emergency New Zealand (FENZ), funding of \$1,500 has been obtained to fund 150 crash packs. Each pack will contain various items to distract young people who have been involved in a crash or traumatic incident and will be held in emergency response vehicles throughout the district. A letter from Waitaki Road Safe explaining the work they do and how to donate to keep this initiative running will also be included. This initiative was started by the Road Safety Coordinator about six months ago who is very appreciative of the support of FENZ in this initiative.

With COVID restrictions changing, it is hoped Road Safety Week (May), the RYDA workshop for year 12s (rearranged for late June), Clued up Kids (scheduled for August) and numerous SADD and other activities can go ahead. The Road Safety Coordinator would like to bring to Council's attention the dedicated work around road safety of professionals and volunteers throughout the

district. Special mention goes to Waitaki Road Safe which has had almost all planned activities cancelled for the past 18 months, but they still approach the issue of road safety with vigour and a smile and plan to be back bigger and stronger.

Asset Management

The team has been busy with the following:

- An update of the road centreline information which will be loaded into RAMM (Road Assessment and Management). This is a big project undertaken on a GIS platform and which now requires loading and implementation in RAMM. This is a complex task which our asset management specialists WSP will complete on Council's behalf. The importance of this project is that all roading assets are referenced off the road centreline. This will provide more accurate referencing for GPS positioning and improved imagery when looking at roads in the district.
- A roughness survey has been completed to assess whether the roughness of our roads is meeting the required level of service. This information is used to report on the Smooth Travel Exposure in Council's Annual Report for the year.
- WSP has been contracted to complete a road condition rating survey on sealed roads in the district. This information is used primarily for populating data in the road deterioration model that will be run within the next year to support the next Regional Land Transport Programme request for investment with Waka Kotahi.
- A survey of sealed roads is being undertaken and completed to assess pavement strength in our sealed road network using Falling Weight and Multi Speed Deflectometer. These are complex tools, and the outputs are used in the road deterioration model to understand whether we are doing enough road renewals and reseals to ensure that the road network does not deteriorate faster than it is renewed.
- A data review of information on Council's unsealed roads has been completed to assess whether there is sufficient information to complete a deterioration modelling exercise. There are some improvements to be made before running the deterioration model. The outputs will give us information relating to where metalling renewals are required.
- WSP has been engaged to provide specialist input into Council's Asset Management Plan improvement items that have been identified with reference to the International Infrastructure Management Manual.
- The asset management team is currently developing a programme tracking tool which will be available to the Roothing team to track all activities over \$5,000. In addition to being a tool for in-house use, it will be used as an electronic audit tool for procedural audits by Waka Kotahi.

Staff

Roading staff have weathered the last months supporting each other working in a very flexible working environment and keeping each other safe. With COVID affecting contractor construction crews, the team has been managing delayed projects, sites open longer than planned, and the resulting issues with signs and cones being on sites for too long.

Positions for new Engineering Officers are being recruited in April to join the team and hopefully start in May.

The team is extremely pleased to celebrate with Josey Wallace her graduation as a Project Management Professional (PMP). This is no easy road to qualification which shows how well she has dedicated her time to this. It is now time for Josey to take well-earned travel back to visit family overseas.

Work Site Safety

Traffic management rules are changing again now under Work Safe transitioning from Waka Kotahi (NZTA), and the consultation is in progress with a very short lead to going live. This will affect anyone who works on the road.

State Highway

State Highway works in Ōamaru have been very visible over the last weeks and it is expected that the Severn Street surfacing will be fixed as they leave town. The issues in the Thames Highway pavement works at the north end are being investigated, and patching continues. This will continue until the cause of the issue is resolved and a permanent repair can be made. Raising the highway at Maheno started a resource consent process and has been placed on hold while Waka Kotahi return to talk with the affected submitters.

Speed Limit Setting

The proposed change to the speed management laws is progressing and expected to become law in the next months. Waitaki completed its speed limit bylaws last year and addressed the historical areas where changes had been identified. The new law will bring a three-yearly cycle, proposed as a regional and national change process rather than local. As with all similar law changes, there is robust debate in progress.

Kiwi Rail

Kiwi Rail has reviewed the road / rail crossings throughout the country and identified the top 200 crossings and, from that, the 17 crossings they propose talking to the communities about closing.

RECREATION

OPERATIONS AND MAINTENANCE

Alps to Ocean (A2O)

The first A2O Joint committee meeting under the new structure was held on Wednesday 30 March. The focus for the next four months will be on:

- Working with DOC to revise the Concession agreement.
- Reviewing the various agreements with trail partners.
- Establishing the Advisory group.
- Completing the Business Case.
- Developing a Marketing Plan for next year.

Placement options for the New Zealand Community Trust (NZCT) Trailhead initiative are being explored and will need permission from DOC and Council. Initial discussions have raised concerns around the size, colour, and suitability (see images below) for being placed in locations such as Aoraki/ Mount Cook National Park and the Ōamaru Harbour. A selection of possible locations will be drafted and sent to NZCT to understand their location preference before approaching Council.



Figures 9 & 10 – Great rides installation

The Windsor community is concerned about A2O users stopping in Windsor and using the tennis court/domain area to go to the toilet. This has been investigated and officers are arranging for the placement of a portable toilet in the area to alleviate these concerns for now.

Trail usage is strong, with most operators busy in March. The graphs below depict the variance in trail usage over the sections across the year. Kurow is perhaps the best section to provide insight into the number of cyclists that complete the whole trail, whereas the Lake Pukaki counter shows an increased usage by day trippers.

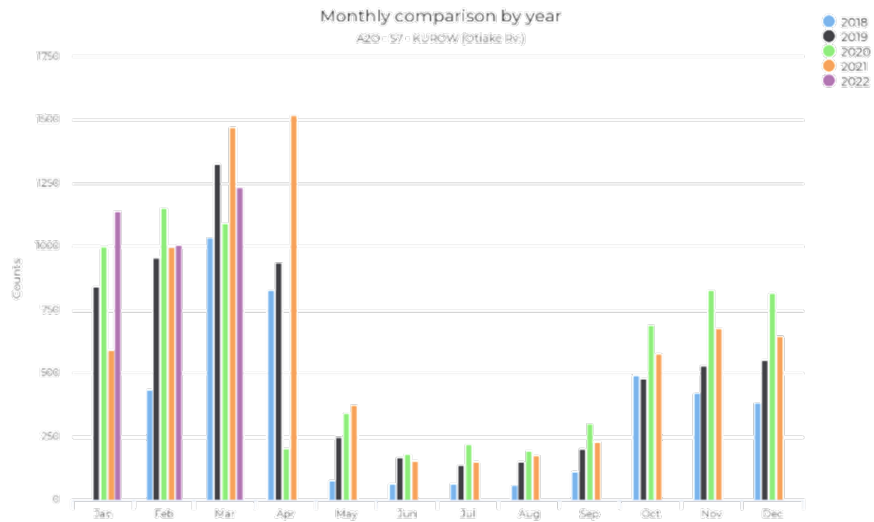


Figure 11 - Monthly comparison by year – Kurow

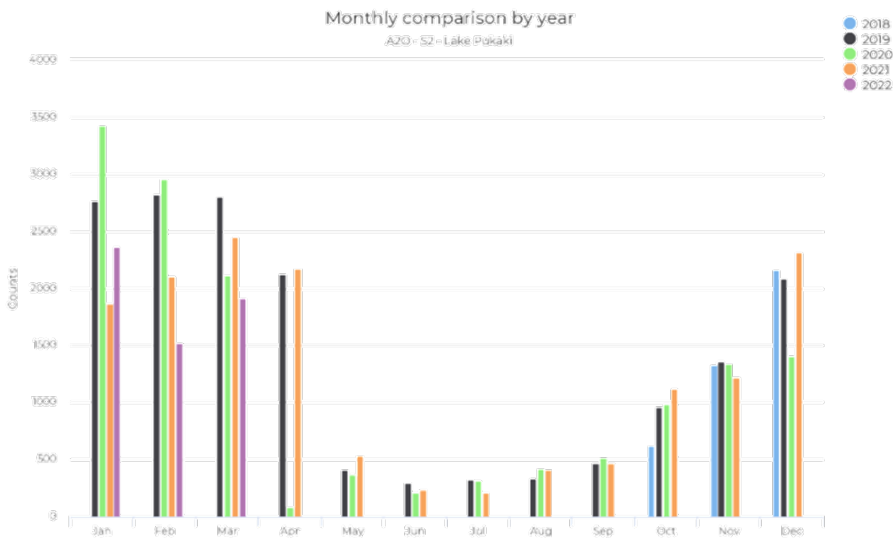


Figure 12 - Monthly comparison by year – Lake Pukaki

Resource consent was granted to install a new toilet on the Benmore peninsula. The construction of the toilet was completed on Friday 25 March.



Figures 13 – new toilet in Benmore Peninsula

Camping Grounds

Officers have started working on a plan for replanting and grass seeding the area of Falstone that had all the trees removed.

After Easter, Officers and the Camp Manager will undertake a walk-through of the campgrounds to identify any trees that need to be removed during the off season.

Work to connect the camps to the Otematata water supply is expected to start in the coming month. The work will be programmed to ensure campers are not inconvenienced.

Aquatic Centre

Additional lifeguard recruitment and training was completed in early March and has provided three casual lifeguards that can be called upon during holiday periods. Enquiries are currently happening with the high schools to gauge if there is any appetite for the next lifeguard Gateway course.

An overhaul of the Spa and main pool filters is being planned. The replacement of the variable speed drive for the heat pump compressor is scheduled before the end of the financial year. It is intended that both jobs will be completed outside normal operating hours.

It was noticed that there has been an increasing trend in abuse towards staff and other bad behaviour at the pool. COVID-19 is still dividing people's opinions on what the pool as a centre should or should not be doing. The user numbers have been affected due to Council's requirements of having to cap numbers and restrict access while schools were booked. Attendance numbers are also down as some customers have opted not to attend due to the centre not mandating the use of vaccine passes. While this was slightly mitigated by many people outside the region who could not access their local pool due to mandates opting to use the Waitaki pool, the pool has not recovered to pre-COVID numbers. This is probably reflective of customers getting out of the habit and continued reluctance from some to not go out and do public things.

The pool team is currently experiencing some COVID-related illness which is putting pressure on the rosters.

The Aquatic Centre online booking is now up and running. This has been a project which started a few years ago when it was decided to change to the Intelligenz software programme, with many hours of work having been put in by pool staff and IT. Already, the majority of the customers are choosing to book via the website, and this will take pressure off the reception staff at the start of terms. The team has asked customers to complete a survey on the new service. The current feedback is positive, and comments will be reviewed to see what can be improved.

Overall, how well does our website meet your needs?

Answered: 12 Skipped: 0

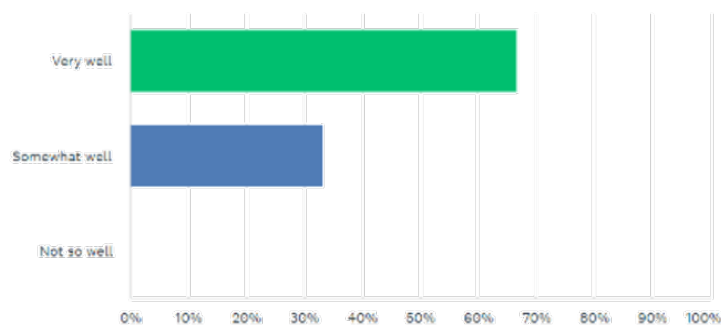


Figure 14 – Aquatic Centre Online booking feedback

With changes to school guidance for managing COVID, the facility can now open to other users when we have school bookings.

Squad swimmers attended the Otago Long Course Championships on 19-20 March at Moana pool through the Ōamaru Swimming Club. Swimmers had amazing results, achieving many Personal Bests and podiums.



Figure 15 – Oamaru Swim Club swimmers about to be in action.

The Aquatic Centre has started a partnership swim programme for adults with the Migrants and Newcomers network.

'Outreach' swim lessons were delivered at Duntroon School. 765 kids got the opportunity to receive lessons from our qualified instructors. While onsite, we also delivered pre-school lessons to Duntroon Play Group using the school pool. Both have rebooked for Term 1 in 2023.

New swim school passports arrived and are being run out to all swimmers. These have been updated to reflect the changes to the swim and water safety programme.

Ōhau

Officers travelled up to Ōhau to talk with a member of the Ōhau Conservation Trust about improvements to the area.

Officers met with a contractor onsite to discuss ways to improve the presentation of the Ōhau A Reserve. There has been lots of tree removals due to the fire, with stumps left on the reserve needing to be grounded out.

Ōmārama Playground and Hall

Work on installing two pieces of exercise equipment purchased by the Ōmārama community has been completed and two picnic tables and rubbish bins have been relocated to better suit community use.

Otematata Domain

Stanger Fencing has completed the macrocarpa fence at the Otematata Domain. The new fence has received positive feedback from the community.



Figure 16 – New Fence at Otematata Domain

Duntroon War Memorial

Officers have engaged Crombie Monumentalist to fix the lead lettering on the war memorial before Anzac Day. Crombie is going to inspect the memorial to make sure there are no hollow pockets behind the plaque.

Duntroon Domain Cricket Nets

Officers have confirmed the local Duntroon community is happy for Cricket Nets to be installed at the domain by the Kurow Cricket Club. A formalised lease will be entered into for the cricket net area and the Club will complete bookings to use the Cricket Ground during the Cricket season.

Moeraki Rabbits

The Otago Regional Council (ORC) has pushed out the compliance dates for rabbit control to facilitate the implementation at a better time of year. This allows time for various parties such as Waitaki District Council, KiwiRail, and DoC to secure funding, and the smaller landowners the opportunity to devise plans along with their neighbours. Officers have contacted contractors requesting a price and methodology for reaching compliance. Options may include an application of Pindone on carrot in paddock situations, Pindone bait stations throughout the township, Magtoxin, trained ferrets or dogs for managing warrens, or follow up shooting, with confinement fencing to be a consideration for later.

ORC is going to undertake its own 'trial' of Pindone bait stations throughout the township. It has been recognised by ORC that this is a very difficult urban landscape, and unless all landowners, including all those with under 0.5ha (that cannot be issued non-compliance) reduce their rabbit populations, reinfestation from neighbouring properties is highly probable.

A recent proposal from local residents for planting around the Coronation Hall will probably require rabbit fencing to allow those plantings to get established.

Palmerston Mountain Biking

The local group of volunteers developing Mountain Bike Tracks in Council's Brough Road forestry area have completed one track, with a small digger pushing the soft topsoil away to access a firmer base. In doing so, they have uncovered sites that were used to dump rubbish in years past. Craig Alter, who is managing this project, has been working diligently along with a few others to develop further tracks.

Dunback to Domain route

Simple stiles have been installed to assist walkers over the fence at the start and locals have made some temporary signs while the 'official' signage is agreed to and installed. Local walkers and volunteers have been making gradual improvements to the trail.

Memorial Oaks

Network Waitaki has completed the removal of the Aitkin and Addison oaks, with the wood being made available to families and associated parties. The removal of the Dudderidge oak has yet to be completed.

Frisbee Golf

Council has met with proponents for a frisbee golf course in the unused area at Weston Domain. Costs are being worked through and there will be further discussions with the lessee.

Friendly Bay Toilets

Matthew Wicks, Luzette Crossan, Philina den Dulk and Al Bell have completed the repainting of the toilet facility at Friendly Bay receiving positive reviews for their transformation of the toilet block.



Figure 17 – New paint job at the Friendly Bay Toilets

Cape Wanbrow

Work has been undertaken to control some of the boxthorn that is growing within the areas planted by Forest and Bird. There is a volunteer working through Forest and Bird who is removing pine trees growing in these community planted areas. Recently, training has been provided to this volunteer that allows him to use his battery-powered chainsaw.

Parks maintenance contract

Staff have recently undertaken a district-wide audit of the contract to ensure good results are being achieved for the communities. Generally, our Sports fields, Parks and Gardens were looking good but, as with everything, there are areas for attention. The contractor is proactively addressing the opportunities for improvement that were identified. Work is underway to ensure that memorials are looking clean and tidy for Anzac Day.

Contractors are undertaking the removal and replanting of the annual flower beds this month.

Sports fields

Minor routine autumn renovation work will be getting underway soon on the sports fields in the Waitaki district. Spraying of turf weeds is scheduled as part of this work. This will not affect users. Work continues with codes to ensure field markings best suit the needs of all users.

South African war memorial

Work is being undertaken by SouthRoads to repair the fault that is causing the water feature to malfunction.

Solid Waste

Central Government has begun consultation on waste and recycling in New Zealand. Several initiatives are being proposed.

1. Standardisation of kerbside recycling collection, including councils being compulsorily required to provide a kerbside recycling collection service.
2. A Container Return Scheme (CRS) for beverage containers.
3. Managing the collection of organic materials (ie food and green waste) for all urban households.
4. The requirement for businesses to separate out food waste.

Council officers are reviewing the consultation material and will be providing Council with information and a draft submission for their comment at a workshop scheduled for 3 May.

As part of the Waste Management and Minimisation Plan (WMMP) review, an analysis of waste being taken to the Waste Management Transfer Station was completed between 25-30 March. This analysis will identify the make-up of waste being deposited and will enable Council to identify potential diversion opportunities.



Figure 18 – Transfer Station Waste prior to assessment.

Waste Minimisation

Council's Waste Minimisation Officer has been working with our Communications team to develop waste minimisation branding for the work Council does in this space.

New signage is currently being designed for the recycling hubs. The goal of this is to educate people about the correct recycling behaviour, roll out our Waste Free Waitaki branding, and address community concern regarding the use and look of the site.

Our "Rubbish and Recycling" section of the website is under review to ensure it is fit for purpose. It will be renamed "Rubbish, Recycling and Waste Minimisation". It will have the Waste Free Waitaki branding incorporated and have additional education and awareness resources for the community to utilise,

A programme of education including Waste Free Wednesday tips and a Waitaki Ambassador programme is under development with trials of a delivery model that can be used under COVID restrictions being conducted with Council Departments. This is a voluntary opt-in programme where individual, schools, households, or businesses can make a commitment to being more waste free and invite conversation and transparency with their peers/customers. Ambassadors will give Council a valuable database of community contacts for future release of waste minimisation information/engagement as well as market visibility for the Waste Free Waitaki brand.

Enviroschools

The Enviroschools Kaupapa and journey/awa is all about embedding sustainability across the four P's of the school system: Place, Practices, Programmes and People. As a facilitator, WDC's Waste Minimisation Officer Lucianne White helps schools explore the resources and professional development opportunities for teachers, as well as bring students and teachers together for targeted hui to dive into theme areas or topics. This year, a senior student hui is planned with the theme of "Empowered Students", as well as a teacher hui and Primary hui. Students and teachers can then take this back to their schools and design bespoke sustainability actions that work for them. Reflecting and celebrating is a key part of the process and this year a number of schools are wanting to reflect at either the Bronze stage or the Silver stage. The team will support them on the Reflection process and on the Reflection event.

A calendar of key dates, as a living document, has been created, with all our internal and external key dates pencilled in. Key external events to leverage off have also been added, as these are great ways for schools to tag into existing initiatives in their communities. (This has also been utilised in waste minimisation planning and shared with Council partners such as the library.)

Some funding options through Toimata (Enviroschools) and other external parties are currently open, so we are supporting interested schools in preparing applications.

As our Enviroschools had an extended period with no facilitator, we are in a period of rebuilding engagement and understanding of where schools are on their journey.

Due to the current COVID environment, we continue to bring lead teachers together digitally, but hope to resume kanohi ki te kanohi catch-ups in the coming months. The Enviroschools Kaupapa and Puna Mātauranga (Pool of knowledge and resources) is very vast and all available online so transferring to a more digital-based platform of connecting and facilitating has worked quite well. Some hui have also been transferred to a digital medium where schools from a region are brought together on Zoom. Some activities are demonstrated by the facilitator and then teachers and students carry out the activities in their schools, with everyone coming back together later to share their experiences and learnings.

There are currently 15 Enviroschools in the Waitaki district. Some are well into their sustainability journey and require less facilitation, and some are just beginning. As facilitators, we connect all lead teachers together to help collaborate, with the more experienced Enviroschools being great role models and sources of inspiration for the new ones.

PROJECTS

A20

The last amount of MBIE funding for repairs from storm events is scheduled to be used to replace the surface of the entrance to Rakis tunnel to help to control water flow and reduce the mud in this area.

Tourism Infrastructure Fund

Council has applied to MBIE for funding assistance to replace the Awamoa toilets and to construct a Norski toilet and carpark at Bushy Beach. Te Runanga o Moeraki has submitted an application to enhance their site at Takiroa.

Sports and Events Centre

The Project Board has requested some changes to concept plans. These are expected to be completed for review mid-April prior to a meeting with the Reference Group for review and discussion. As timeframes were too tight and we want to ensure that our application has the highest chance of success, applications to Lotteries have been postponed until June 2022.

PROPERTY

Holmes Wharf

Banks's Building Services has commenced removal of decking timbers within the 20-tonne loading area at Holmes Wharf, near the wharf sheds. So far, only eight lengths of reusable timber have been salvaged from a 50 square metre section of decking, with the remainder of the timber rotted beyond further use.

A containment boom has been set up underneath the wharf to stop fallen debris entering the harbour.



Figure 19 – Decking replacement on Holmes Wharf

Community Housing

Three units are currently being refurbished. Delays are being experienced due to a lack of suitable building materials, and a lack of tradespeople available to do the work.

Work is continuing on the Healthy Homes implementation; we are currently one-third of the way through the programme.

Forrester Heights consultation

The team has been gathering and preparing information for the community consultation on the future of Forrester Heights. Consultation opened on 1 April 2022 and closes at 5.00pm on 16 May 2022. Information is available online and, for those who want to access information in other ways, there is hard copy information being held at Council Service Centres and District Libraries. Council wants feedback from the whole community on the options:

1. Try to make Forrester Heights a Reserve.
2. Sell some or all of the Forrester Heights land and use the funds to benefit the community.
3. Leave Forrester Heights as it is for now. Do nothing.

Consultation on the future use of Forrester Heights has commenced. The finalisation of consultation material has been an area of focus for the team.

The first of the three public sessions at the Farmer's Market were held on 10 April, with a number of members of the community coming to speak to Elected Members to express their views and ask questions.

The Ōamaru Intermediate School is having a number of their classes undertake a project on Forrester Heights, learning about the site and forming views on what they believe the site should be used for. It is anticipated that a number of submissions may be made by the school groups on this issue. As part of this project, Officers have met with several of the classes at the site to discuss the material within the consultation document.



Figure 20 – Forrester Heights Consultation display at the Ōamaru Public Library

Otematata Lakes Centre

A new tenant, Delectables Bakery, took possession of the Otematata Lakes Centre on 1 April 2022. They have plans to turn one side of the premises into a bakery, whilst continuing to offer fresh produce and groceries on the other. This work is likely to be undertaken over the quieter winter months.

Airport Strategy and five-year business plan

AirBiz and Lockie Airport Management have been engaged to assist in the delivery of an Airport Strategy and five-year business plan for Ōamaru Airport.

7 Thames Street (formerly Steam Café) Asbestos Removal



Asbestos was found to be present underneath the carpet when it was lifted by the new tenant. This would have originated from the paper backing of the original vinyl that was removed some years ago. (refer Figure 21)

Asbestos removal contractors were commissioned to remove the asbestos as Class A, requiring full tenting of the room, and then sanding of the floor. (refer Figures 22 and 23)

Figure 21



Figures 22 & 23

This process has left the hardwood floors exposed, enabling a repair of an historic issue with the floor levels. (refer Figures 24 and 25)

This is likely to take a further 3-4 more weeks to complete.



Figures 24 & 25



WDC 642 Summary Report March 2022

PERFORMANCE

			Last month	March
CRM's	Structures	Monthly	1	1
	Culverts/Side drains	Monthly	17	12
	Fallen Trees	Monthly	1	1
	Flooding Roads/Footpaths	Monthly	1	1
	Frost and Ice Response	Monthly	0	0
	Grading/Metalling	Monthly	19	23
	Kerb and Channel	Monthly	2	3
	Road Litter	Monthly	10	8
	Signs Missing/Damaged	Monthly	0	0
	Roadside Vegetation	Monthly	16	16
	Safety Road Condition	Monthly	0	9
	Sealed Road Failures	Monthly	1	1
	Potholes	Monthly	3	5
	Footpaths	Monthly	12	17
	TOTALS		72	96
Unrelated CRM's	Monthly	20	19	

			Month	YTD
TEAM SAFETY	Medical Treatment Intervention - #	Monthly	0	0
	Lost Time Injury - #	Monthly	0	0
	Near Miss/IOF	Monthly	9	83
	Incidents	Monthly	3	37
	Safety Audits/Tours completed	Monthly	5	71

RISK & STRATEGY UPDATES

	Identified Risks	Update
Roads	Heavy intervention required on Reed, Eden, Humber, Tyne and Itchen	Repairs have been identified in these areas/ possible candidates for renewal sites
	Pre reseal Repairs for 22/23	Large unconfirmed reseal programme. Using new priority guidelines to build our pre-reseal repair programme.
Slips	Haven Street - Moeraki	Continually moving. This will continue to be monitored.
	Horse Range Road	New drop out site identified. Will need to be monitored

Note: This report is prepared and created by the SouthRoads Team for the purposes of reporting against the maintenance contract, primarily for the road team. It is provided as an "FYI" attachment to the Assets Committee report.

Welcome to the March report.

This month saw the completion of the final stages of the Airedale Road culvert replacement job. This included the construction of the pavement and chip seal surface as well as the installation of a new site rail on each side of the road. This job went really well with the work being completed within the estimate and within the allocated time frame.

The stabi crew carried out repairs on Lighthouse Rd, this was the last site to be completed on the 20/21 reseal list. Quantities completed this month have not been reported in the totals in the attached table as they had not been sealed or claimed this month.

Our 6t digger crew got diverted to Beal Street to investigate a large soft spot that had been identified by a customer. The work turned out to be related to a large 1.3m stormwater pipe that was 1m below the road surface and a couple of leaking water laterals. Once identified, responsibility for the repair was passed over to the Councils 3 waters team, the road maintenance crew remained on site to complete the reinstatement.

The 5t digger crew was in Waianakarua Rd carrying out high shoulder and drainage work as well as digging out a couple of pavement failures. They also started on the dig outs programmed on Whiterocks Rd

The south grader started the month grading in the southernmost part of the network completing Sheepwash Creek Rd and Moonlight Rd, then moved back down through Macraes and tidied up some roads around Switchback Rd. He finished the month completing roads around Herbert and Kauru Hill. The North grader started in the top of the Ahuriri grading Falston Rd, Ohau Rd and Hemburn Rd. Then travelled back down the valley picking up Backyards Rd and Awahokomo Rd, from there he graded roads around Kurow, Duntroon and onto the plains.

We carried out maintenance metalling on Woodburn Rd, McDonalds Rd McCulloch Rd, McEneaney Rd, Biggs Rd and Works Rd. We also carried out spot metalling on Glenn Settlement Rd, Doveys Rd, Tussocky Rd, Smillies Rd and Kaners Rd.

The Kerb and Channel renewal work continued on Solway St with around 50% being completed to date. At the same time we have been carrying out footpath repairs along the same section.

PROGRESS

Item	Completed	Comments
Stabi's	0m ²	16,966m ² YTD
Maintenance Metaling (20,000m ³)	2,478m ³	20,009m ³ YTD
Grading (250km target)	422km (MTD)	3,172km (YTD)
Road Sweeping	72(MTD)	348 (YTD)
Signs	Cleaned 39 (MTD) Straightened 16 (MTD)	606 (YTD) 174 (YTD)
Roadside Litter Collection	70 (MTD)	449 (YTD)
Seedlings	0 (MTD)	31 (YTD)
Traffic Counts (300 per year)	35(MTD)	167 (YTD)
Global Consent	1	2
Potholes	142(MTD)	1082(YTD)

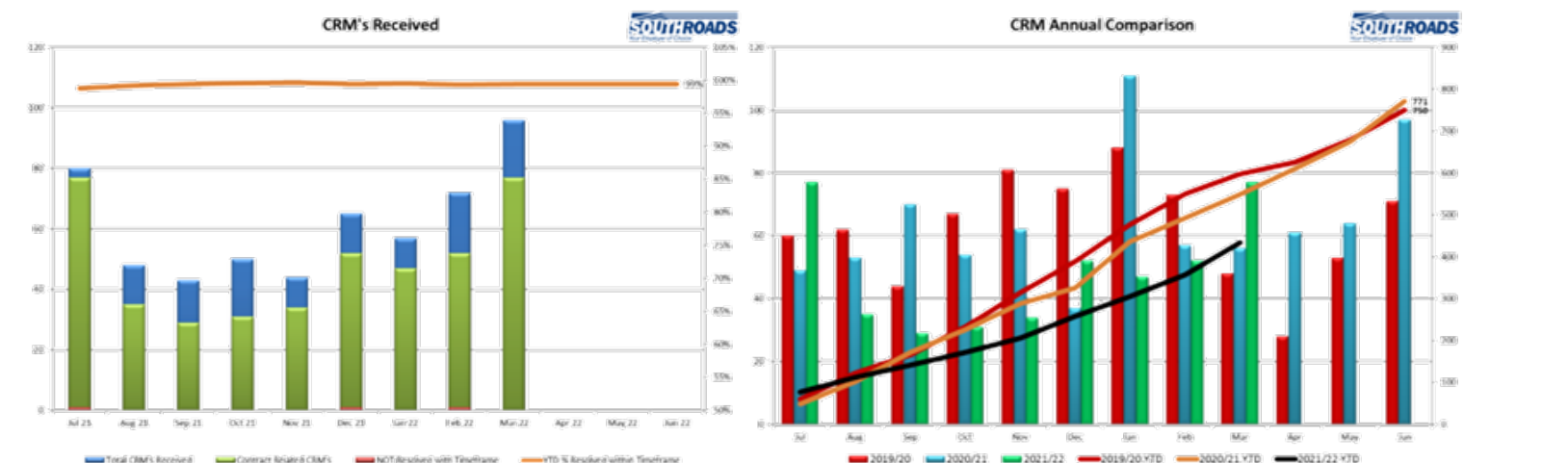
Inspection Table

Activity	Completed MTD	Completed YTD	Remaining Qty
Culvert Inspections (240/month)	20	2341	539 (18%)
Bridge Inspections (15/month)	14	128	52 (29%)

CUSTOMER SERVICE MANAGER REPORT

We received 96 CRM's for the month of March, 19 of these were either unrelated to the maintenance contract or additional calls for the same issue, unrelated CRM's are down 1 from the previous month. Overall, the total count is up 24 on last month. This is largely due to the inclusion of footpath CRM which has previously been left off the report.

CRM GRAPHS



PERFORMANCE MEASURE RESULTS –

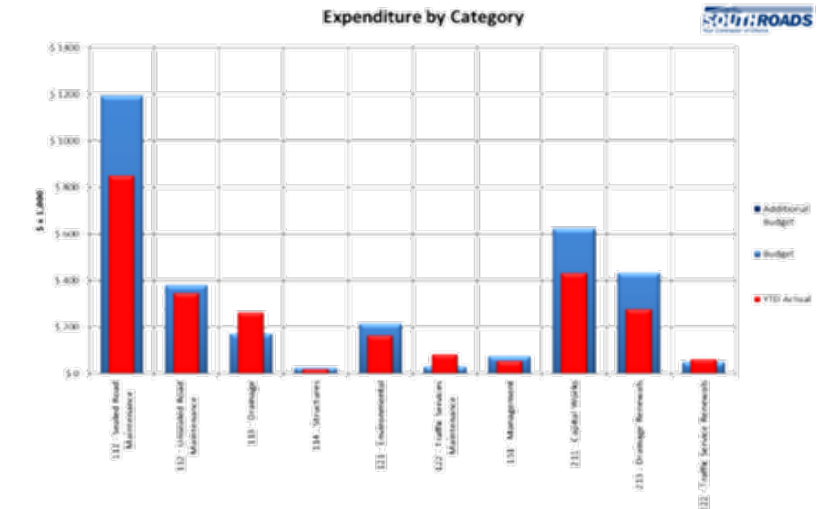
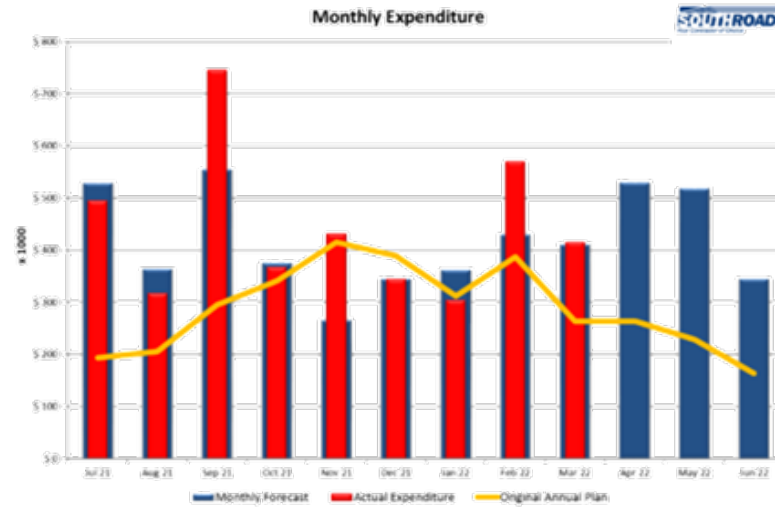
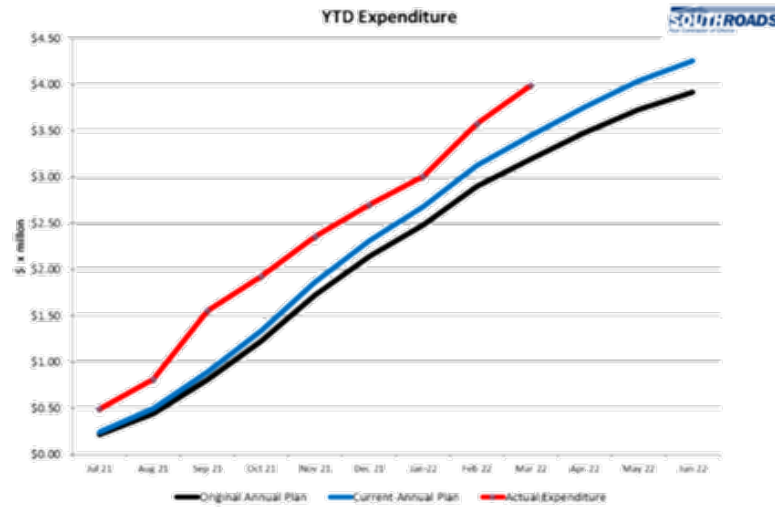
For March, the Management Performance Measures we have scored 85% compliance. Continue to work on maintaining accurate forward programs. Work required to prioritize activities within the sealed pavement budget.
The Operational Performance results are at 82% compliance. Continue to work on improving the quality of digout repairs. Focus on spraying/vegetation to ensure standards are met.

GOLD STAR INITIATIVES.

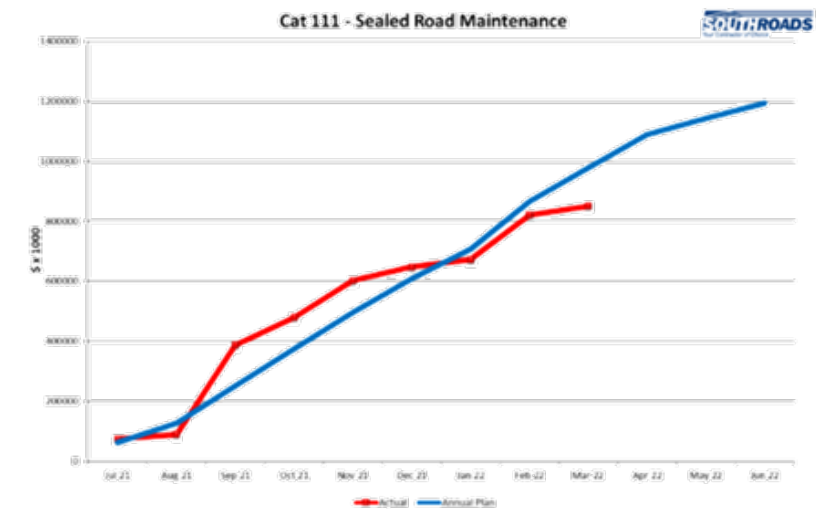
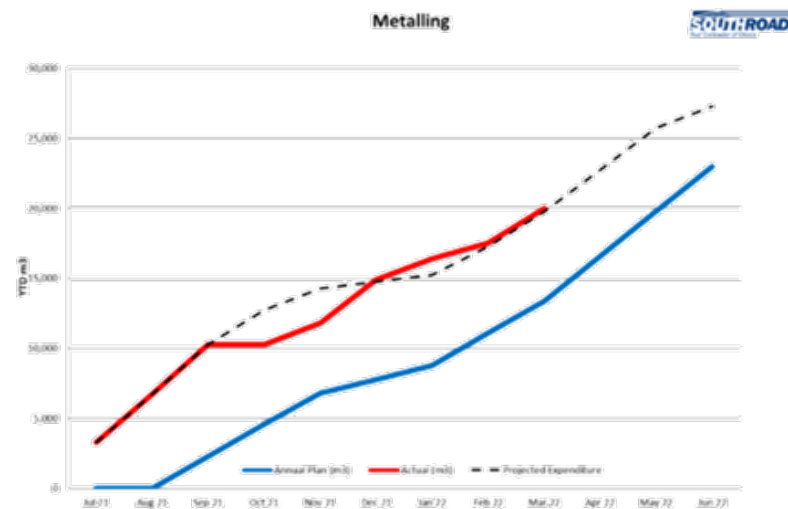
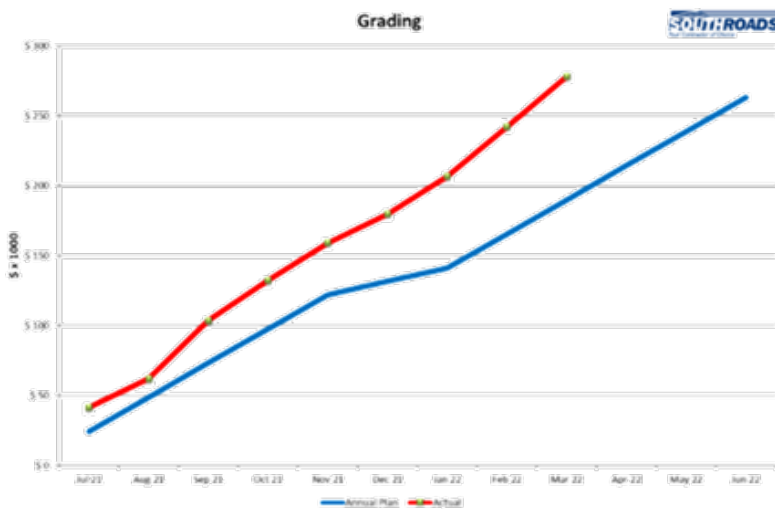
- ✓ We have implemented the Mobile Roads phone app to complete sump inspections, recording the location of these and providing photos of the asset.
- ✓ Supplied Council with a TV and software to enable GPS tracking, and real time location of SouthRoads plant.

TRAFFIC CRASH/DAMAGE REPORT

FINANCIAL GRAPHS



KEY PERFORMANCE INDICATOR GRAPHS



FINANCIAL SUMMARY

All Works Summary	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	Under(-ve)/ Over(+ve)	%age Under(-ve)/ Over(+ve)
Original Annual Plan	216160	227400	364916	418342	496276	419080	342492	416260	293172	286061	250892	185886	3916936		
Additional	28242	28242	28242	28242	28242	28242	28242	28242	28242	28242	28242	28242	338903		
Current Annual Plan	244402	255642	393158	446584	524518	447322	370734	444502	321414	314302	279134	214128	4255839		
YTD Revised Annual Plan	244402	255642	393158	446584	524518	447322	370734	444502	321414	0	0	0	3448274		
Actual Expenditure	495063	317397	745530	367879	431820	344771	304539	569705	415708	0	0	0	3992411	-263428	-6%
Remaining Cyclic	0	0	0	0	0	0	0	0	0	0	0	0	0		

FINANCIAL COMMENTARY
The year completed expenditure is \$3,992,411. The claim for the month was \$415,708 (including township works) and consisted of mainly programmed works and maintenance activities.

6.2 WAIHEMO COMMUNITY BOARD FINANCIAL UPDATE

Author: Ian Wells, Accounting Manager

Authoriser: Paul Hope, Finance and Corporate Development Group Manager

RECOMMENDATION

That the Waihemo Community Board receives and notes this report which details movements and the balance of funds available for distribution to community projects within the Board's ward.

PURPOSE

The purpose of this report is to update the Waihemo Community Board on financial matters and activities within the Waihemo ward.

BACKGROUND

Separate Rate Accounts

These represent unspent balances of targeted rates levied for specific purposes, such as water and sewer systems, township amenities (including stormwater systems if applicable), community halls and Ward Services (including operations of the Community Board, parks and reserves, etc).

The information provided reflects the position of each of the separate rate accounts within the Waihemo ward at 31 December 2021. The financial update to the Board's next meeting will provide an update on the position at 31 March 2022.

Community Funding

The annual budget for the Community Board includes amounts intended to enable it to provide a degree of additional financial support within its local community.

- **Discretionary Fund**

The 2021-22 Annual Plan allows a budget of \$5,000, to which has been added unspent funds of \$8,648 from the 2020/21 financial year, providing a pool of \$13,648 from which to fund small community projects. Any balance unspent at year-end may be carried forward and combined with the budget for the 2022/23 financial year. The current year's expenditure to date is detailed in the report.

- **Community Grants**

There is an annual budget for "Community Grants", of \$9,000, including \$5,000 "tagged" for the Palmerston Museum, for funding community groups. As with the Discretionary Fund, any unspent balances can be carried forward until spent, and \$31,853 has been brought forward from 2020/21, providing total available funding of \$40,853.

CONCLUSION

Any questions related to the information provided in these reports should be directed to Council's Financial Services unit via the Board's Chair.

Appendices:

Appendix (a) Separate Rate Account balances – 30 September 2021

Appendix (b) Funds Available for Distribution – 28 February 2022

Appendix (a) Separate Rate Account balances – 31 December 2021

	Rate Account		Depreciation Reserve		Internal Loans	
	Balance 01-Jul-21	Balance 31-Dec-21	Balance 01-Jul-21	Balance 31-Dec-21	Balance 01-Jul-21	Balance 31-Dec-21
Ward Services						
Waihemo Ward Services	169,372	97,456	306,294	310,938	(95,877)	(87,864)
Township Amenity						
Hampden	95,217	104,928				
Moeraki	50,605	50,601	595	674	-	-
Palmerston	178,154	174,250	113,125	117,186	-	-
Shag Point	2,705	2,705	-	-	-	-
Hall						
Dunback	12,011	12,847	-	-	-	-
Hampden	40,432	40,654	-	-	-	-
Macraes	3,063	3,139	-	-	-	-
Moeraki	31,825	30,770	-	-	-	-
Palmerston	(33,756)	(37,745)	60,343	65,704	-	-
Waianakarua	5,473	5,398	-	-	-	-
Water						
Stoneburn	(35,034)	(23,483)	233,214	241,443	-	-
Waihemo	(375,095)	(398,318)	(317,832)	(209,076)	(690,695)	(679,841)
Sewerage						
Moeraki	(304,091)	(399,165)	224,096	274,862	(1,269,251)	(1,259,967)
Palmerston	(15,082)	(45,358)	448,534	487,003	(108,646)	(128,578)

Appendix (b) – Funds available for distribution – 30 April 2022

	Balance 01-Jul-21	Annual Rates	Operating Expenditure	Available 30-Apr-22
Community Grants				
Palmerston Museum (specific)	15,000.00	5,000.00	-	20,000.00
Other	16,853.00	4,000.00	-	20,853.00
Discretionary Fund				
	8,648.00	5,000.00	-	13,648.00
Total available	<u>40,501.00</u>	<u>14,000.00</u>	<u>-</u>	<u>54,501.00</u>

6.3 BUILDING CONSENTS ISSUED IN THE WAIHEMO WARD FOR FEBRUARY AND MARCH 2022

Author: Karen Nicholson, Building Control Officer

Authoriser: Roger Cook, Heritage, Environment and Regulatory Group Manager

RECOMMENDATION

That the Waihemo Community Board receives and notes the information.

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PURPOSE

To provide the Board members with a list of building consents issued in the Waihemo Ward during February and March 2022.

FEBRUARY 2022

Project Address	Project Description	Cost (\$)
Nil		

Area Sub-totals	Cost \$
Nil	

MARCH 2022

Project Address	Project Description	Cost (\$)
Haven Street, Moeraki	New 2-bedroom dwelling	330,830
Start Street, Palmerston	Foundations and plumbing for relocated dwelling	15,102
Dunback Street, Palmerston	Extension to existing dwelling	140,000
Macraes Road, Macraes	New toilet into existing shed with septic tank	5,000
John Street, Palmerston	New pole shed	70,000

Area Sub-totals	Cost \$
Moeraki	330,830
Palmerston	225,102
Macraes	5,000

6.4 CHAIRPERSON'S REPORT

Author: Heather McGregor, Waihemo Community Board Chairperson

RECOMMENDATION

That the Waihemo Community Board receives and notes the information.

PURPOSE

The purpose of this report is to share the Chairperson's report with Board Members and the public.

Meetings attended

16 March 2022 Community COVID-19 Care Welfare Meeting [Zoom]
17 March 2022 Meet with Representatives of the Hampden Hall
17 March 2022 Meet with Representatives of the Hampden Skate Park
24 March 2022 Meeting with Lisa Baillie, People and Culture Manager [Zoom]
31 March 2022 16 March 2022 Community COVID-19 Care Welfare Meeting [Zoom]
01 April 2022 Palmerston Senior Citizens
02 April 2022 Palmerston Market Day
04 April 2022 Met with Parks Officer and Board Members Carol Watson, Casey Linklater
21 April 2022 Annual Plan Engagement, Palmerston Library
21 April 2022 Meet with Cr Kevin Malcolm ORC, Cr Jim Thomson and representative of the Palmerston Bus Users.
22 April 2022 Poppy Day
25 April 2022 Attended Anzac Day Services in Palmerston and Dunback
27 April 2022 Community COVID-19 Care Welfare Meeting [Zoom]
27 April 2022 Meeting with Lisa Baillie, People and Culture Manager [Zoom]
28 April 2022 Community Groups Grants Meeting, Oamaru
28 April 2022 Stronger Waitaki Management Meeting [Zoom].

Various phone calls to Officers during March and April.

The Board welcomes Casey Linklater back from her approved leave of absence.

Projects

Palmerston Bike and Skate Park.

Board members met with the Parks Officer to look at options for fencing around the Palmerston Bike Park. There has been concern from parents that there is no fence on the Ronaldsay Street / SH 1. The Board is looking at a better option to the current fence in the new Bike Park area.

East Otago Mountain Biking.

Board members and the Parks Officer met with Craig Alter to look at the work the volunteers have done to date to create a mountain bike track in the Brough Road Forestry Block. The Board contributed \$5,000 from its Discretionary Fund to assist with the building of these tracks.

Palmerston St James Presbyterian Church.

After many months of scaffolding and the spire missing, the church is looking very grand after having refurbishments done to the spire. Funding was given to this project from the Waitaki District Council Heritage Fund.

Annual Plan Engagement

Palmerston hosted the first of the three community drop-in sessions on 21 April at the Palmerston Library. Submissions close to the Annual Plan on 4 May.

Waihemo Community Board 10 Year Plan

The Board has been working on updating its 10 year plan. Once the draft updated plan is approved by the Board at this meeting, it will be released for community consultation (dates to be confirmed).

Otago Rally

It was great to have the Otago Rally on the Waihemo Roads recently. It was a good fundraiser for the Palmerston Primary School which assisted with marshalling on the day.

Community COVID-19 Care Welfare

Palmerston, like most other towns, has a lot of Covid cases. There has been some welfare support provided, along with requests from the Foodbank at Waikouaiti.

The support from the Covid Welfare Team has been great. Thank you to Cr Hana Halalele for all the organising she has done for this group.

Anzac Day

I attended all four services in Palmerston and Dunback. Cr Jim Thompson and I laid the wreaths on behalf of the Community Board and the Waitaki District Council. Given the current Covid situation, all services were well attended.

Heather McGregor
Waihemo Community Board
Chairperson

6.5 COMMUNITY BOARD MEMBERS' AND COUNCILLOR'S REPORTS

Authors: Waihemo Community Board Members and Ward Councillor

RECOMMENDATION

That the Waihemo Community Board receives and notes the information.

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PURPOSE

The purpose of this report is to provide a framework for reports from the Waihemo Community Board Members and the Waihemo Ward Councillor.

Board Deputy Chair Paul Roy

A written report was not available at the time of the final agenda production.

Board Member Katrina Dodd

Quite the roller coaster the district is on at the moment with all the Covid roaming around our community. The effects of this are being felt in our inability to get out and get things done, whether that is in business, education, health, or just us trying to keep the home fires burning.

With regard to Waihemo, unfortunately, with the current Covid outbreak, we have had trouble getting together as a board to discuss the goings on in our community. We are reviewing the Waihemo Community Board 10 Year Plan at present; it has been a little tricky without being able to discuss or debate items around the table, but we will get there. Do not forget to have your say when it goes out for public consultation in the coming weeks. The current version is available on the Waihemo Community Board page of the Waitaki District Council website, the link to which is as follows:

<https://beta.waitaki.govt.nz/files/assets/public/files/our-council/community-boards/waihemo-community-board-10-year-plan-2018-2028.pdf>

A link to the Updated Draft for the 2021-2031 period will be provided with the consultation information.

I hope you and yours are well. While it is wonderful to be able to mix and mingle again, under the Orange Covid settings, take care, stay well, have a back-up plan in case you catch it, and sing out if you need any help 😊.

Board Member Carol Watson

17 March 2022	Visit to Hampden with the Board Chair to check over Hampden Hall. The Hall Committee is looking into doing some renovations to the hall.
4 April 2022	Visit to Bike/Skate Park re Fencing Project, and then a visit to the new Mountain Bike track which is looking good.
25 April 2022	Attended an ANZAC Day service.
2 May 2022	Waihemo Community Board Meeting – unable to attend due to work commitments.

Board Member Casey Linklater

I would just like to say thank you to the Council and the Waihemo Community Board for granting my request for a leave of absence in order to enjoy the first very busy six months with my new daughter. It has been wonderful.

4 April Attended Palmerston skate/bike park to talk about possible upgrading to fencing around the perimeter. Then proceeded to take a look at the new Mountain bike park which is looking fantastic

Waitaki District Councillor Jim Thomson (Waihemo Ward)

Meetings and events attended

8 March Additional Council Meeting, Oamaru, followed by a very interesting visit to Kakanui roadside dump sites

11 March Attended meeting with the Mayor, Chief Executive and Puketapu Trust members, in Oamaru

15 March Meeting to examine progression of roading contract

22 March CCR Committee hearing for submissions on Gambling and TAB policies review

23 March Elected members had a comprehensive Zoom meeting with members of the Future For Local Government Panel.

28 March Waitaki Economic Development Strategy Governance Meeting

29 March Council Meeting, Oamaru

5 April Development Contributions Committee Meeting; presentation from Waitaki Whitestone Geopark Trust; and workshop on Oamaru Spatial Plan

18 April Requested meeting with Otago regional councillor on local ratepayer's previous submission on bus route around Palmerston.

6.6 COUNCIL INFORMATION REPORT - LINKS TO COUNCIL MEETING AGENDA PAPERS

Author: Ainslee Hooper, Governance and Policy Advisor

Authoriser: Lisa Baillie, People and Culture Group Manager

RECOMMENDATION

That the Waihemo Community Board receives and notes the information.

PURPOSE

The purpose of this report is to provide a link to the final agenda paper for the most recent Ordinary Council Meeting that contained reports by the Mayor and Chief Executive, and the latest Health and Safety Update, for the information of Community Board members and their communities.

FINAL Agenda Papers PUBLIC for the 29 March 2022 Waitaki District Council Meeting:

The link to the abovementioned final agenda papers and supporting documents on Council's website is provided below:

<https://www.waitaki.govt.nz/files/assets/public/files/agendas-and-minutes/2022/03/20220329-council-meeting-29-march-2022-final-agenda-papers-public.pdf>

- The Mayor's Report is Agenda Item 5.1, commencing on page 8.
- The Chief Executive's Progress Report is Agenda Item 5.2, commencing on page 17.
- The Health and Safety Update is Agenda Item 8.1, commencing on page 160.

7 MEETING CLOSE