



# Waitaki

DISTRICT COUNCIL

TE KAUNIHERA Ā ROHE O WAITAKI

I hereby give notice that the  
**Community, Culture and Regulatory Committee Meeting**  
will be held on:

**Date:** Tuesday, 14 June 2022  
**Time:** 10.45am  
**Location:** Council Chamber, Third Floor  
Office of the Waitaki District Council  
20 Thames Street, Oamaru

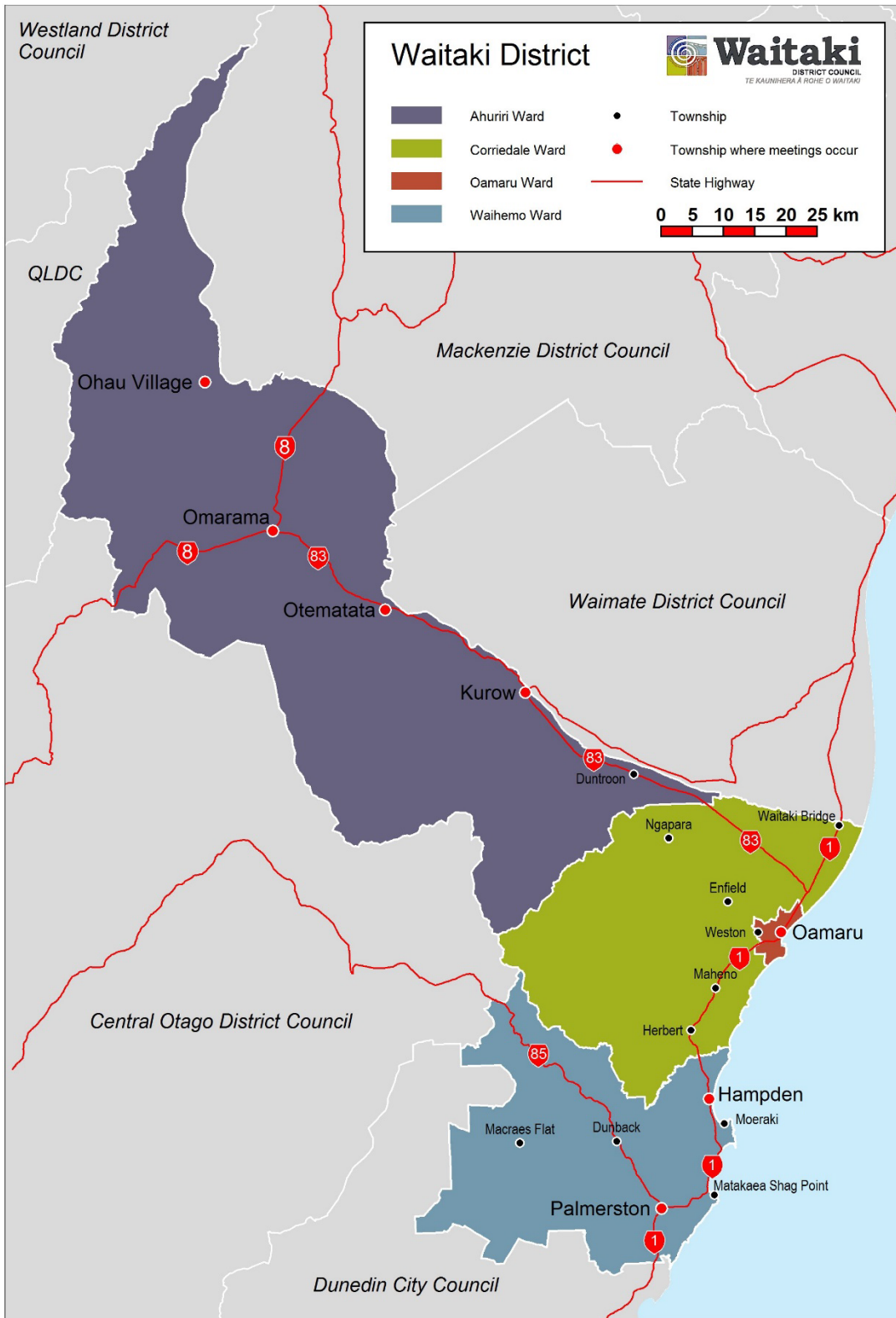
## Agenda

### Community, Culture and Regulatory Committee Meeting 14 June 2022

#### Community, Culture and Regulatory Committee

Deputy Mayor Melanie Tavendale	Chair
Cr Jim Hopkins	Associate Chair (District Plan Review)
Cr Hana Halalele	Associate Chair (Community Development)
Cr Jim Thomson	Member
Cr Kelli Williams	Member
Mayor Gary Kircher	Member

**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



## Agenda Items

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- 1 APOLOGIES**
- 2 DECLARATIONS OF INTEREST**

**3 CONFIRMATION OF PREVIOUS MEETING MINUTES**

**3.1 PUBLIC MINUTES OF THE COMMUNITY, CULTURE AND REGULATORY COMMITTEE MEETING HELD ON 8 MARCH 2022**

**Author:** Ainslee Hooper, Governance and Policy Advisor

**Authoriser:** Lisa Baillie, People and Culture Group Manager

**Attachments:** 1. **Public Minutes of the Community, Culture and Regulatory Committee Meeting held on 8 March 2022**

**RECOMMENDATION**

That the Community, Culture and Regulatory Committee confirms the Public Minutes of the Community, Culture and Regulatory Committee Meeting held on 8 March 2022, as circulated, as a true and correct record of that meeting.

**UNCONFIRMED MINUTES**

**OF THE COMMUNITY, CULTURE AND REGULATORY COMMITTEE MEETING  
HELD IN THE COUNCIL CHAMBER, THIRD FLOOR,  
OFFICE OF THE WAITAKI DISTRICT COUNCIL, 20 THAMES STREET, OAMARU  
AND VIA ZOOM VIDEO-CONFERENCE  
ON TUESDAY, 8 MARCH 2022 AT 11.05AM**

**PRESENT:** Deputy Mayor Melanie Tavendale (Chairperson), Cr Jim Hopkins (Associate Chair), Cr Jim Thomson, Cr Kelli Williams (via Zoom), Mayor Gary Kircher

**APOLOGY:** Cr Hana Halalele

**IN ATTENDANCE:** Cr Jeremy Holding (via Zoom)  
Cr Bill Kingan  
Cr Guy Percival (via Zoom)  
Cr Colin Wollstein  
Alex Parmley (Chief Executive)  
Lisa Baillie (People and Culture Group Manager / Deputy Chief Executive)  
Roger Cook (Acting Heritage, Environment and Regulatory Group Manager)  
Ainslee Hooper (Governance and Policy Advisor)

**IN ATTENDANCE FOR SPECIFIC AGENDA ITEMS (ALL VIA ZOOM UNLESS STATED):**

Andrew Bardsley (Regulatory Manager)  
David Campbell (Heritage and Planning Manager) (in the Chamber)  
Frances McElhinney (Oamaru Opera House Director)  
Chloe Searle (Museum Gallery Archive Director)  
Jenny Bean (Libraries Manager)  
Pam Hicks (Office Manager)

**MEETING OPEN**

The Chair declared the meeting open at 11.05am and welcomed everyone present.

**1 APOLOGIES**

**RESOLVED CCR 2022/005**

Moved: Mayor Gary Kircher

Seconded: Cr Jim Thomson

That the apology received from Cr Hana Halalele be accepted.

**CARRIED**

**2 DECLARATIONS OF INTEREST**

There were no declarations of interest.

### 3 CONFIRMATION OF PREVIOUS MEETING MINUTES

#### 3.1 PUBLIC MINUTES OF THE COMMUNITY, CULTURE AND REGULATORY COMMITTEE MEETING HELD ON 8 FEBRUARY 2022

##### RESOLVED CCR 2022/006

Moved: Cr Jim Hopkins

Seconded: Cr Jim Thomson

That the Community, Culture and Regulatory Committee confirms the Public Minutes of the Community, Culture and Regulatory Committee Meeting held on 8 February 2022, as circulated, as a true and correct record of that meeting.

**CARRIED**

### 4 MEMORANDUM REPORTS

#### 4.1 PEOPLE AND CULTURE GROUP ACTIVITY REPORT

The report, as circulated, updated the Committee on group projects, sector trends, activity trends and reporting by exception, about the People and Culture Group functions reporting to the Community, Culture and Regulatory Committee.

Group Manager Lisa Baillie advised that the Customer Relationship Management statistics were being collated and they would be a feature in a future report. The Governance Review report was expected any day and a workshop would be scheduled with elected members to discuss the recommendations and any actions they may want to take.

Regarding progress on the Culture and Heritage Strategy, Mrs Baillie clarified that, whilst other priorities had come to fore during the last reporting period, it was still intended to progress the work and it would come back to Council sometime soon.

The lift in the number of rates rebates processed was applauded, and congratulations to staff were passed on.

The survey on the library service was discussed briefly. It was clarified that it was qualitative, and the data was distilled by a university student who recorded the responses to six questions and then summarised them. The responses in the report were samples of responses to questions about the difference a library service provided to their lives. In response to questions, Library Manager Jenny Bean advised that demographic data was missing so there was a need to continue on the journey to gather that, and to build on the strengths identified. Mrs Baillie highlighted that the suggestions for improvement – eg 'we want to see more' – were also pleasing recognition for the work the library team was already doing. That information would be used to inform their future work and potentially to tap into future markets. Mrs Bean clarified that the sample size was significant.

Regarding the downturn in Archive attendance figures, it was noted that the team intended to do more promotion once the scaffolding comes off the museum and it was reopened. Some people were reluctant to venture far from home at the moment due to COVID, and that was also having an impact.



**RESOLVED CCR 2022/007**

Moved: Cr Jim Hopkins  
Seconded: Cr Jim Thomson

That the Community, Culture and Regulatory Committee receives and notes the information.

**CARRIED**

The Chair directed the meeting to the Heritage, Environment and Regulatory (HER) Group Activity Report.

**4.2 HERITAGE, ENVIRONMENT AND REGULATORY GROUP ACTIVITY REPORT - MARCH 2022**

The report, as circulated, informed the Committee about the strategies, planning and activities of the Heritage, Environment and Regulatory (HER) Group.

Group Manager Roger Cook advised that it had been a buoyant period for the HER group. He highlighted the change of 'traffic' light for the District Plan to Orange and advised that it was deliberate and reflected the very busy work schedule and the increased risk of a delay with the District Plan process if there were any problems with information or from a COVID-related interruption. This was acknowledged by the Chair.

Elected members congratulated the Building team for being the top performer in the country with building consents.

Cr Hana Halalele joined the meeting at 11.30am.

Mayor Gary Kircher left the meeting at 11.31am.

The meeting was advised that 18 submissions had been received thus far from the Class 4 Gambling and TAB Policy review consultation process.

Elected members extended their congratulations to Cr Hana Halalele and her team for their impressive work in supporting the far-flung areas of the district as well as Oamaru as part of the district's COVID response team.

The 55 young people employed through the Mayors' Taskforce For Jobs was highlighted as a great outcome and congratulations were extended to all involved. It was also highlighted as another good example of how local communities can and do work together successfully to identify gaps and collaborate to achieve great results. This view was endorsed by the meeting.

In response to a question, it was clarified that, whilst environmental monitoring was on hold, the Regulatory team was still meeting its responsibilities in terms of reporting under compliance monitoring and enforcement, in collaboration with the Planning team.

There was a brief question and answer session on some aspects of the land use applications included in the report.

**RESOLVED CCR 2022/008**

Moved: Cr Jim Hopkins  
Seconded: Cr Jim Thomson

That the Community, Culture and Regulatory Committee receives and notes the information.

**CARRIED**

**5 MEETING CLOSE**

There being no further business, the Chair declared the meeting closed, at 11.44am.

TO BE CONFIRMED at the Community, Culture and Regulatory Committee Meeting  
to be held on Tuesday, 14 June 2022.

.....  
CHAIRPERSON

UNCONFIRMED

**3.2 PUBLIC MINUTES OF THE COMMUNITY, CULTURE AND REGULATORY COMMITTEE  
HEARING AND DELIBERATIONS HELD ON 22 MARCH 2022**

**Author:** Ainslee Hooper, Governance and Policy Advisor

**Authoriser:** Lisa Baillie, People and Culture Group Manager

**Attachments:** 1. **Public Minutes of the Community, Culture and Regulatory  
Committee Hearing and Deliberations held on 22 March 2022**

**RECOMMENDATION**

That the Community, Culture and Regulatory Committee confirms the Public Minutes of the Community, Culture and Regulatory Committee Hearing and Deliberations held on 22 March 2022, as circulated, as a true and correct record of that meeting.

**UNCONFIRMED MINUTES**

**OF THE COMMUNITY, CULTURE AND REGULATORY COMMITTEE HEARING  
OF SUBMISSIONS ON THE GAMBLING AND TAB VENUES POLICIES  
HELD IN THE COUNCIL CHAMBER, THIRD FLOOR,  
OFFICE OF THE WAITAKI DISTRICT COUNCIL, 20 THAMES STREET, OAMARU  
ON TUESDAY, 22 MARCH 2022 AT 9.00AM**

**PRESENT:** Deputy Mayor Melanie Tavendale (Chairperson), Cr Hana Halalele (Associate Chair) (from 9.07am), Cr Jim Hopkins (Associate Chair), Cr Jim Thomson, and Mayor Gary Kircher

**APOLOGY:** Cr Kelli Williams (for absence), Cr Hana Halalele (for lateness)

**IN ATTENDANCE:** Alex Parmley (Chief Executive)  
Roger Cook (Acting Heritage, Environment and Regulatory Group Manager)  
Ainslee Hooper (Governance and Policy Advisor)

**IN ATTENDANCE FOR SPECIFIC AGENDA ITEMS:**

Andrew Bardsley (Regulatory Manager)

**MEETING OPEN**

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

**1 APOLOGIES**

**RESOLVED CCR 2022/009**

Moved: Mayor Gary Kircher  
Seconded: Cr Jim Thomson

That the apology for absence received from Cr Kelli Williams and the apology for lateness received on behalf of Cr Hana Halalele be accepted.

**CARRIED**

**2 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**3 MEMORANDUM REPORTS**

**3.1 CLASS 4 GAMBLING VENUE POLICY AND TAB VENUE POLICY CONSULTATION  
CONSIDERATION OF SUBMISSIONS**

The report, as circulated, provided via attachment the verbal and non-verbal submissions received in response to the review of the Waitaki District Council Class 4 Gambling Venues policy and TAB Venues policy, for the Committee's consideration.

### **Submission 19 – Jarrod True, Gaming Association of New Zealand**

Mr True took his submission as read and highlighted that his organisation was asking Council to retain the status quo policy, because the current cap is reasonable, there are benefits to the community from having local gaming machines, and there is no need for a sinking lid policy as it was unlikely to reduce problem-gambling but will accelerate the migration to offshore online gambling.

Cr Hana Halalele joined the hearing at 9.07am.

During the question and answer session, it was identified that, while there may be a lack of ATMs in venues, patrons of gambling venues were still able to get some cash out from the bar whilst making purchases and also to arrive with large denominations of cash in their pockets and have the bar staff swap it for lower denominations to spend on the gaming machines. Whilst harm minimisation measures were in place, and community funding from gambling machines was not easily replaced, it was acknowledged that available information on the number of problem-gamblers was not available from some important sources (eg Police, other ministries) and a broader picture was required.

### **Submission #14 Salvation Army Oasis Otepoti (Bronwyn Powell-Grubb)**

Non-verbal submissions were considered by the Committee, with the aim of highlighting any different issues to those already identified in the officer report or to request more information to be tabled at the Council meeting where the Committee's recommendations from today's meetings would be considered.

- No different issues were identified in non-verbal submissions 1, 2, 3, 4, and 5.

### **Submission #15 (Ivan Yeo – Asian Family Services), #20 (Kristy Kang – PGF Group) and Andre Froude**

Collectively, these submitters supported the adoption of a sinking lid policy with no venue relocations or mergers permitted. Key points highlighted included that harm occurs on a spectrum, and there are people harmed by gambling indirectly by those who engage in it. Sinking lid policies adopted by other territorial local agencies have been the most effective in reducing losses and harm caused by gambling. Class 4 gambling is characterised as a high risk; statistics were provided to demonstrate this); and there is no evidence that online gambling is replacing pokies. It was also highlighted that the Asian population in Waitaki is growing, and problem-gambling has a higher risk factor (by 9.5 times) amongst that population than it does amongst European and other populations. Key issues were the stigma and shame that prevented gamblers from seeking help.

Questions from elected members addressed submission issues such as trends in New Zealand (the number of machines has gone down but the spend on gambling has continued to rise) and the reasons why; stigma has been highlighted as the reason why only 16% of gamblers seek help and this had been identified as a key concern for a strategy to be developed by the Ministry; and locations of deprivation had been based on information from the Department of Internal Affairs (DIA), with 60% of problem gamblers coming from medium-high density areas but there was no specific data provided for Waitaki.

### **Submission #17 The Lion Foundation (Samantha Alexander)**

Ms Alexander acknowledged that The Lion Foundation is one of New Zealand's largest gaming machine societies by venue number, machine number, and the money returned to the community through grants. The Foundation supports the retention of the current policy and status quo (existing cap), as the rate of gambling harm was not increasing according to the report referenced in the submission. There had been natural reductions in the number of venues and gambling machines over the years based on the statistics available, and the Gambling Act was there to prevent the growth of gambling. Whilst there has been an increase in gambling expenditure in the country, that was due to a number of factors including growth in populations and people wanting

to have some legal form of adult entertainment. Ms Alexander described the harm minimisation measures adopted by the Foundation's venue managers and staff; and also explained the grants process which was based on the philosophy to return 90% of gambling profit back into the community and that it landed where it should.

Questions and answers addressed the fact that, for every dollar a player wagers on gambling, 92 cents are returned to some player (but not necessarily that particular player). Data on the number of manager exclusions in Waitaki was not available when requested, and it was noted that, due to privacy reasons, information had to be destroyed after the exclusion period.

Returning to **non-verbal submissions**, the Chair asked for questions or any requests for additional information on submissions as they were called out:

6 and 7

8 (Trust Aoraki): Elected members shared concerns about the comparatively high level of the data associated with the Otematata and Kurow Hotel, as stated in the submission. It was thought it might be skewed by holiday residents. The spend in the district and grant funding returned to it in the Trust's point 32 was also raised, as a significant component for a whole range of goods.

9 (NZCT): A request was made for a copy of the 2021 TDB Advisory report on Gambling in New Zealand – a National Wellbeing Analysis so that the formula or mechanisms for the figures quoted in the submission could be known.

**ACTION: Regulatory Manager to send link to the report's online location to elected members.**

The Chair directed the meeting back to Verbal submissions.

#### **Submission #18 Oamaru Licensing Trust (Cathy Maaka)**

Ms Maaka's key points were that now is not the time to implement a sinking lid policy given the current business climate; and if it were implemented, it would drive gambling underground. The Trust takes its responsibilities for minimise harm from gambling very seriously and does have customers that it has had to talk to. They are proud of funds that they are able to give back to the community, and they align themselves with The Lion Foundation.

Questions from elected members focused on relocation and the feasibility of having rules around whether there could be a change of ownership in, for example, 12 months' time; and training for staff (Ms Maaka was unsure about the feasibility of the former and confirmed that all of her staff had to have specific problem gambling training and that it was provided by The Lion Foundation and was very thorough). Licensing matters were also discussed, and Ms Maaka advised that the Licensing Trust venues were currently licensed for 18 at each site, one of which had 16 and one 13. Asked why the number of machines in Waitaki was reducing, Ms Maaka advised that many smaller gaming organisations had removed their machines because they were non-viable.

The Chair directed the meeting back to consideration of **non-verbal submissions**:

10, 11, 12

13 North Otago Rugby Union – it was noted that the submitter (Colin Jackson) was purporting to speak for the whole school and rugby union and 24 schools benefitted from the coaching programme. That meant that it was more than just an individual taking a position that there was no need to reduce the number of gaming machines or TAB outlets in the Waitaki district.

16 CCS Disability Action – it was highlighted that CCS Oamaru had received gambling funding, and yet the Dunedin branch which had submitted supports the sinking lid policy to have no new machine licences in the Waitaki district).

14 The Salvation Army Oasis Otepoti (Rob Rogers)

Mr Rogers highlighted the number of people affected directly or indirectly by gambling harm, the impacts on families, the increased demand for support services because of it (eg Food Bank); the

stigma involved and how businesses do not let those who have gambled have a second chance. The impact on families was 'significant' and the Salvation Army provided counselling not just to the problem gambler, but for other family members as well.

Questions from elected members focused on how many people in Waitaki the Oasis programme has helped (in Dunedin, it was around 20-30 people at any one time); and whether the combined churches Christmas parcel programme included Oamaru (the catchment went from Oamaru down to Balclutha). Mr Rogers was unable to answer the question of why the Salvation Army could be opposed to receiving funds from gambling when that programme had been supported by such funds through The Lion Foundation, as he was not involved in policy decisions.

## Deliberations:

The Chair advised the meeting that all submissions had now been heard and/or consideration and that it was time for elected members to provide guidance to staff about what the Committee wanted included in the report to go to Council for a final decision.

Key points highlighted in response are summarised below.

One Councillor commented that there was irony in some respects that some organisations were applying for funding and receiving funding that originated from gambling and yet they were submitting against it. The reliance of some organisations on the funding was acknowledged, but the problems behind it were also well known and highlighted as a concern.

The suggestion of having some flexibility in the policy that allowed relocations where it was purely a premise issue (and not as a means for a business to buy another business in order to gain their gaming machines).

A sinking lid policy would not get rid of pokie machines unless and until a business closed own and then those machines would disappear. That does limit harm.

For some people, gambling does go from entertainment to addiction.

Concern was raised about the very low number of venues in Waitaki with what were also seen as a high number of machines. Therefore, a sinking link policy would not be a step change; rather it would be a big change and there would be implications associated with that given the reliance by some community groups on gambling revenue.

In response to that concern, it was suggested that this is where central government needed to step up and ensure there was adequate funding going into sports and other non-for-profit organisations so that they did not need to rely on gambling revenue. Council needed to lobby central government to recognise that, if they wanted to be part of the solution, then they needed to step up with more funding. These comments were endorsed by several elected members.

One view was that some of the submissions had seemed to use 'online evil' (ie the threat of increased online gambling if a sinking lid policy was adopted) as a defence of what is currently evil – gambling is an addiction.

A contrasting view put forward was that a sinking lid policy was not needed as there was currently a cap of 140 machines in the Waitaki district and only 107 were in use, which indicated a declining area of interest and activity. Whilst it was clear that the potential harm of online gambling is so much greater because the restraints are so much less, but no one had contested the evidence of what was made available in \$300M in community grants. To use some of the statistics cited by the advocates of gamblers, around 95% of the population was not likely to be harmed, and a sinking lid policy would only penalise entities like the Boys High School, the rugby union and community groups. There was clear community benefit from gambling as well as a problem. The status quo had been supported by 11 of the submitters which constituted a majority in this instance. It was argued that that meant there was no need to make any amendment to either policy.



## MOTION

Mayor Gary Kircher moved report recommendation 1 as it appeared in the report, and an amended recommendation 2 as follows: “Instructs officers to modify the bylaw to reflect the sinking lid policy both for numbers of venues and number of machines in relation to the Waitaki”. Cr Jim Thomson seconded the motion.

### Discussion on the motion:

Views in favour of the motion included that the benefit to the community from gambling revenue came at a major cost; that the person who puts in a dollar to gambling does not get 92 cents out; that the current system only assists those who are self-identifying as having a problem, but what about those who are not seeking help? Council can play a role of lessening harm over time by reducing the number of machines over time. Venues need to be more proactive about not allowing cash to be given out as part of purchases made at the bar so that they are supporting the ‘no ATMs in venues’ approach. A sinking lid policy will mean that there is less harm over time, and organisations can wean themselves off gambling funding and central government needs to step into that void.

The ethical issue was also raised, given the strength of the messages that had come from some submitters and the responsibility associated with it. Community groups may find some hardship, but the detrimental effects of gambling in the community over the years are visible. The data was lacking from some other ministries and so that meant it was ‘invisible’. One way Council could participate was in monitoring.

Speaking against the motion, it was noted that, while there may be invisible statistics, there were benefits too. Submissions had demonstrated that a lot of gambling revenue was helping many in Waitaki’s communities. A sinking lid policy would potentially put at risk that critical source of income.

Another view highlighted the struggle between the two schools of thought, because as long as the gambling money was available, nothing would change. In recognising that pressure would go on the community without it, there was only a portion of the gambling money going back to the community. A sinking lid policy would mean that there would be a smaller number of venues over time. But one benefit of having people in our venues was that gambling was not so hidden at the moment; having such a policy may push more gambling online. Ultimately, the sinking lid policy would not remove machines out of venues that are already there; they would still be there the next day if Council did adopt such a policy; numbers would only reduce if and when a business closes. It was also highlighted that there were non-gaming machine business owners who made huge contributions to the wider community and that was also an important part of the solution to this issue.

### RESOLVED CCR 2022/010

Moved: Mayor Gary Kircher

Seconded: Cr Jim Thomson

That the Community, Culture and Regulatory Committee:

1. Receives the information for consideration as required under section 83 of the Local Government Act 2002; and
2. Instructs officers to modify the bylaw to reflect the sinking lid policy both for numbers of venues and number of machines in relation to the Waitaki.

**AGAINST: CR JIM HOPKINS**

**CARRIED**



**4 MEETING CLOSE**

There being no further business, the Chair declared the hearing and deliberations closed, at 10.53am.

TO BE CONFIRMED at the Community, Culture and Regulatory Committee Meeting to be held on Tuesday, 14 June 2022.

.....  
CHAIRPERSON

UNCONFIRMED

**3.3 PUBLIC MINUTES OF THE EXTRAORDINARY COMMUNITY, CULTURE AND REGULATORY COMMITTEE MEETING HELD ON 5 APRIL 2022**

**Author:** Ainslee Hooper, Governance and Policy Advisor

**Authoriser:** Lisa Baillie, People and Culture Group Manager

**Attachments:** 1. **Public Minutes of the Extraordinary Community, Culture and Regulatory Committee Meeting held on 5 April 2022**

**RECOMMENDATION**

That the Community, Culture and Regulatory Committee confirms the Public Minutes of the Extraordinary Community, Culture and Regulatory Committee Meeting held on 5 April 2022, as circulated, as a true and correct record of that meeting.

**UNCONFIRMED MINUTES**  
**OF THE EXTRAORDINARY MEETING OF THE**  
**COMMUNITY, CULTURE AND REGULATORY COMMITTEE**  
**HELD IN THE COUNCIL CHAMBER, THIRD FLOOR,**  
**OFFICE OF THE WAITAKI DISTRICT COUNCIL, 20 THAMES STREET, OAMARU**  
**AND VIA ZOOM VIDEO-CONFERENCE**  
**ON TUESDAY, 5 APRIL 2022 AT 1.00PM**

**PRESENT:** Deputy Mayor Melanie Tavendale (Chair), Cr Hana Halalele (Associate Chair), Cr Jim Hopkins (Associate Chair), Cr Jim Thomson, Cr Kelli Williams, and Mayor Gary Kircher

**IN ATTENDANCE:** Alex Parmley (Chief Executive)  
Roger Cook (Heritage, Environment and Regulatory Group Manager)  
Ainslee Hooper (Governance and Policy Advisor)

**IN ATTENDANCE FOR SPECIFIC AGENDA ITEMS (VIA ZOOM UNLESS STATED OTHERWISE)**

David Campbell (Heritage and Planning Manager) – in the Council Chamber  
Katrina Clark (Senior Planner District Plan Review)  
Ruth Evans and Briar Belgrave (Barker and Associates consultants – via Zoom)

The Chair declared the meeting open at 1.00pm and welcomed everyone present.

**1 APOLOGIES**

There were no apologies.

**2 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**3 DECISION REPORTS**

**3.1 OAMARU, WESTON AND KAKANUI SPATIAL PLAN**

The report, as circulated, sought the Committee's approval of the officer recommendations for amendments to the draft Spatial Plan based on feedback from key stakeholders and communities, for recommendation to Council that they be included in the final version and adopted by Council at the 10 May Council Meeting. Representatives from Barker and Associates, participating via Zoom, were welcomed by the Chair.

Group Manager Roger Cook advised that he was excited by the milestone of getting the Oamaru Weston and Kakanui Spatial Plan to the Committee today, because it marked the first step in the sequence of moving forward the Draft District Plan. He thanked elected members, consultants, and officers for all their work to reach this point.

The Chair outlined a process to work through the detailed officer report, whereby each of the recommendations 1 – 11 will be discussed first, with consultants and officers answering any questions raised. Then the Committee would be invited to make a decision on each of those recommendations, before addressing the additional recommendations and anything else that may be raised during discussion. Committee members agreed to this process.

Discussion on the officer recommendations then ensued. Upon completion, the Chair directed the meeting back to the officer recommendations 1 – 11 so that members could vote on each of them in turn via separate resolutions.

**RESOLVED CCR 2022/011**

Moved: Cr Jim Thomson

Seconded: Cr Jim Hopkins

That the Community, Culture and Regulatory Committee recommends:

That Council agrees to:

1. Update the growth projections to reflect more recently available information.

**CARRIED**

**RESOLVED CCR 2022/012**

Moved: Cr Kelli Williams

Seconded: Cr Jim Hopkins

That the Community, Culture and Regulatory Committee recommends:

That Council agrees to:

2. Use more plain English in the Spatial Plan Principles and/or provide links to definitions where possible.

**CARRIED**

With regard to officer recommendation number 3, the Chair clarified that the discussion earlier in the morning had agreed on removing the words “land and” so that the recommendation is now to read “Remove the proposal to explore alternative uses for Council reserves”.

**MOTION**

Cr Hana Halalele moved the motion and Cr Kelli Williams seconded the motion.

**VOTE**

The Chair ruled that the Vote by Voice was unclear and requested a Show of Hands. The Chair then declared the motion carried by a Vote of 4 – 2 in favour. The resulting resolution is recorded below.

**RESOLVED CCR 2022/013**

Moved: Cr Hana Halalele

Seconded: Cr Kelli Williams

That the Community, Culture and Regulatory Committee recommends:

That Council agrees to:

3. Remove the proposal to explore alternative uses for Council reserves.

**CARRIED**

**RESOLVED CCR 2022/014**

Moved: Cr Hana Halalele

Seconded: Cr Jim Thomson

That the Community, Culture and Regulatory Committee recommends:

That Council agrees to:

4. Update the action plan to be more specific regarding additional work required in relation to a potential youth centre, including investigating possible locations, additional targeted engagement, and including the Youth Council as a partner agency.

**CARRIED**

**RESOLVED CCR 2022/015**

Moved: Cr Jim Hopkins

Seconded: Mayor Gary Kircher

That the Community, Culture and Regulatory Committee recommends:

That Council agrees to:

5. Remove the indicative southern location for a centre in Kakanui in the draft Spatial Plan. Retain option for centre on north side of river.

**CARRIED**

**RESOLVED CCR 2022/016**

Moved: Cr Jim Hopkins

Seconded: Mayor Gary Kircher

That the Community, Culture and Regulatory Committee recommends:

That Council agrees to:

6. Review zoning at Kakanui. The draft District Plan will use a mix of General Residential and Local Centre Zone, rather than the Settlement Zone (the existing Township Zone).

**CARRIED**

**RESOLVED CCR 2022/017**

Moved: Deputy Mayor Melanie Tavendale

Seconded: Cr Jim Hopkins

That the Community, Culture and Regulatory Committee recommends:

That Council agrees to:

7. Remove potential greenfield growth areas at Kakanui and show areas to the north and south of Kakanui as 'potential future urban expansion area' with indicative medium to long term staging.

**CARRIED**

**RESOLVED CCR 2022/018**

Moved: Cr Jim Hopkins  
Seconded: Cr Jim Thomson

That the Community, Culture and Regulatory Committee recommends:

That Council agrees to:

8. Reduce the identified rural residential areas to already fragmented areas and areas adjoining the existing urban environment.

**CARRIED**

Regarding recommendation 9, concerns had been raised during discussion on this recommendation earlier in the meeting. Councillors requested more information to better understand the reason for the recommendation to remove the rural residential area from Bushy Beach Road. The Chair suggested that the reference could be retained in the Spatial Plan if the motion were lost, and then it could be considered by Council once the requested additional information had been received.

The Chair then put the motion to the meeting.

**MOTION**

Moved: Cr Jim Hopkins  
Seconded: Cr Kelli Williams

9. Remove rural residential area (SP01) identified at Bushy Beach Road.

**VOTE**

The Chair ruled that the Vote by Voice was unclear and requested a Show of Hands.

The Chair declared the vote as three in favour; and three against and proposed that the rural residential area (SP01) identified as Bushy Beach Road be retained in the Spatial Plan for now, and that the matter be considered at the Council Meeting when the requested additional information would be available for consideration. This was agreed by the Committee.

The Chair directed the meeting on to recommendation 10.

**RESOLVED CCR 2022/019**

Moved: Cr Jim Hopkins  
Seconded: Cr Jim Thomson

That the Community, Culture and Regulatory Committee recommends:

That Council agrees to:

10. Identify potential character areas where there may be a need for additional controls within the draft District Plan to ensure any intensification responds appropriately to the character.

**CARRIED**

**RESOLVED CCR 2022/020**

Moved: Cr Jim Hopkins  
Seconded: Mayor Gary Kircher

That the Community, Culture and Regulatory Committee recommends:

That Council agrees to:

11. Update the action plan to include:
  - (a) upgrading the Kakanui bridge;
  - (b) investigation of a heavy vehicle route through Ōamaru; and
  - (c) investigation of a dedicated over-dimension route.

**CARRIED**

The Chair directed the meeting to point 3 in the report to recommendations a – m listed there. Senior Planner District Plan Review Katrina Clark briefed the meeting on the nature and reasons for these further recommended changes.

The Chair then proposed to move all of recommendations a – m at once, unless elected members wanted to isolate any to be taken separately. All elected members were comfortable with the proposal to consider the recommendations as a single motion.

**RESOLVED CCR 2022/021**

Moved: Cr Jim Hopkins  
Seconded: Cr Jim Thomson

That the Community, Culture and Regulatory Committee recommends:

That Council agrees to:

- a. Remove references to draft, proposed, etc and the consultation questions.
- b. Include a foreword/introductory statement prepared by the rūnaka.
- c. Update the mana whenua statement with a newer version provided by rūnaka.
- d. Update the process section.
- e. Remove the infill residential areas. It is unlikely that the draft District Plan will include a specific planning response for these areas, and the General Residential Zone is enabling of residential, so this overlay is considered unnecessary.
- f. Include more detail on potential staging of growth areas (currently only includes reference to decade 1).
- g. Remove any reference to 'zones' on the maps and just refer to 'areas'. The Spatial Plan maps are not zone maps.
- h. Include several small areas that are currently zoned Rural Residential, but that the infrastructure team have advised can be readily serviced, as General Residential.
- i. Amend to reflect Forrester Heights (lower half) as Residential in the Spatial Plan maps – this is consistent with the operative District Plan zoning.
- j. Add a Spatial Plan review requirement to the action plan. The Spatial Plan should be reviewed every six years or so, in time for the Long Term Plan reviews. The Spatial Plan should also be reviewed and updated as required following the review to respond to national direction, changes to growth projections, etc.
- k. Update the consultation summary page to reflect the October/November 2021 engagement.

- l. Correct the spelling of Airedale Road (currently missing an 'e') and check for any other similar corrections required.
- m. Undertake consequential changes to cross referencing, etc to reflect the other changes made.

**CARRIED**

The Chair directed the meeting to the three additional areas that officers suggested for further review and noted may result in some further minor amendments.

#### **MOTION**

Cr Jim Hopkins offered to convert the report's additional statements into a resolution:

"That Council approves further minor amendments following a review of (a), (b) and (c)."

The motion was seconded by Cr Jim Thomson.

#### **Discussion on the motion:**

Clarification was sought on whether that meant the amendments would be dictated to Council rather than elected members having any choice on them. This point was supported.

#### **AMENDMENT**

The motion was reworded and agreed with the mover and seconder. The revised motion and outcome are recorded below.

#### **RESOLVED CCR 2022/022**

Moved: Cr Jim Hopkins

Seconded: Cr Jim Thomson

That the Community, Culture and Regulatory Committee recommends:

That Council:

1. Accepts further minor amendments for approval following a review of the points (a), (b), and (c) referenced below:
  - a. Legislative or national policy updates if required (eg the National Policy Statement for Highly Productive Land may be in effect before the adoption of the Spatial Plan).
  - b. Consequential changes to the Spatial strategy summary (refer to page 51 of the draft Spatial Plan).
  - c. Consequential changes to the residential intensification, residential expansion, social housing, rural residential and residential summary (refer to page 60 and 61 of the draft Spatial Plan).

**CARRIED**

The Chair invited elected members to raise any further issues for discussion. There were no issues raised.

Group Manager Roger Cook suggested that the additional information sought on the earlier officer recommendation 9 (relating to Bushy Beach) could be brought to the next Community, Culture and Regulatory Committee Meeting because it would be held on 26 April. It would then be possible to have the recommendation on that matter reported to the Council Meeting on 10 May, along with the recommendations from this Committee meeting today, which in turn would allow the Spatial Plan to be considered fully at the Council Meeting. This was endorsed by the Chair.

**ACTION: Group Manager Roger Cook and the Planning team, with Governance Advisor**



The Chair directed the meeting back to the primary recommendation at the beginning of the agenda report.

**MOTION**

Mayor Gary Kircher moved the report's recommendation, with one change – to replace the words “detailed in this report” with “as resolved at this meeting”.

**AMENDMENT**

Cr Jim Hopkins seconded the motion but suggested a further amendment – that the reference to what was resolved at this CCR meeting be added to the end of the motion, and the “detailed in this report” be retained in its original position. This was agreed by the mover.

**RESOLVED CCR 2022/023**

Moved: Mayor Gary Kircher

Seconded: Cr Jim Hopkins

That the Community, Culture and Regulatory Committee recommends:

That Council adopts the Ōamaru, Weston and Kakanui Spatial Plan, which includes all amendments detailed in this report incorporating feedback from key stakeholders and communities and as resolved at this Community, Culture and Regulatory Committee meeting.

**CARRIED**

**4 MEETING CLOSE**

The Chair declared the meeting closed at 2.43pm.

TO BE CONFIRMED at the Community, Culture and Regulatory Committee Meeting to be held on Tuesday, 14 June 2022.

.....  
CHAIRPERSON

**3.4 PUBLIC MINUTES OF THE COMMUNITY, CULTURE AND REGULATORY COMMITTEE  
MEETING HELD ON 26 APRIL 2022**

**Author: Ainslee Hooper, Governance and Policy Advisor**

**Authoriser: Lisa Baillie, People and Culture Group Manager**

**Attachments: 1. Public Minutes of the Community, Culture and Regulatory  
Committee Meeting held on 26 April 2022**

**RECOMMENDATION**

That the Community, Culture and Regulatory Committee confirms the Public Minutes of the Community, Culture and Regulatory Committee Meeting held on 26 April 2022, as circulated, as a true and correct record of that meeting.

**UNCONFIRMED MINUTES**

**OF THE COMMUNITY, CULTURE AND REGULATORY COMMITTEE MEETING  
HELD IN THE COUNCIL CHAMBER, THIRD FLOOR,  
OFFICE OF THE WAITAKI DISTRICT COUNCIL, 20 THAMES STREET, OAMARU  
AND VIA ZOOM VIDEO-CONFERENCE  
ON TUESDAY, 26 APRIL 2022 AT 10.30AM**

**PRESENT:** Deputy Mayor Melanie Tavendale (Chair), Cr Jim Hopkins (Associate Chair),  
Cr Jim Thomson, Cr Kelli Williams, and Mayor Gary Kircher

**APOLOGY:** Cr Hana Halalele

**IN ATTENDANCE:** Cr Guy Percival  
Cr Colin Wollstein  
Alex Parmley (Chief Executive)  
Paul Hope (Finance and Corporate Development Group Manager and Acting  
Assets Group Manager)  
Lisa Baillie (People and Culture Group Manager / Deputy Chief Executive)  
Roger Cook (Heritage, Environment and Regulatory Group Manager)  
Ainslee Hooper (Governance and Policy Advisor)

**IN ATTENDANCE FOR SPECIFIC AGENDA ITEMS:**

David Campbell (Heritage and Planning Manager)  
Andrew Bardsley (Regulatory Manager)  
Katrina Clark (Senior Planner District Plan Review)  
Rachael Bason (Resource Management Planner)  
Frances McElhinney (Oamaru Opera House Director) – via Zoom  
Chloe Searle (Museum, Gallery, and Archive Director) – via Zoom

**MEETING OPEN**

The Chair declared the meeting open at 11.03am and welcomed everyone present.

**1 APOLOGIES**

**RESOLVED CCR 2022/024**

Moved: Cr Jim Hopkins

Seconded: Cr Jim Thomson

That the apology for absence received from Cr Hana Halalele be accepted.

**CARRIED**

**2 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**3 CONFIRMATION OF PREVIOUS MEETING MINUTES**

The Chair advised the meeting that minutes of previous Community, Culture and Regulatory Committee Meetings in the past six weeks would be held over until the 14 June Committee Meeting, due to other priorities.

## 4 DECISION REPORTS

### 4.1 RATIFICATION OF COUNCIL'S FEEDBACK TO THE MINISTRY FOR THE ENVIRONMENT ON "ENABLING LOCAL VOICE AND ACCOUNTABILITY IN THE FUTURE RESOURCE MANAGEMENT SYSTEM" DISCUSSION DOCUMENT

The report, as circulated, sought the Committee's recommendation to Council for retrospective ratification of Council's feedback on the discussion document "Enabling Local Voice and Accountability in the Future Resource Management System", which was submitted to the Ministry for the Environment on 15 March 2022.

Although happy with Council's submission, one elected member raised concerns that the local government steering group may not be as adequately and appropriately representative of local communities and local government and suggested that there should only be one joint submission, rather than an opportunity for members of the collective group to submit another one if they wished. In response, another view was that working together on submissions provides for a strong voice, and nothing stopped any participating group member from submitting an individual submission as well.

#### **RESOLVED CCR 2022/025**

Moved: Cr Jim Thomson

Seconded: Cr Jim Hopkins

That the Community, Culture and Regulatory Committee recommends:

That Council formally ratifies Waitaki District Council's feedback to the Ministry for the Environment on the discussion paper "Enabling local voice and accountability in the future Resource Management system", as submitted on 15 March 2022.

**CARRIED**

### 4.2 UPDATED GAMBLING VENUES POLICY AND TAB VENUES POLICY 2022

The report, as circulated, sought to ensure that the Class 4 Gambling Venues Policy 2018 and the TAB Venues Policy 2018 are reviewed and amended where necessary to meet Council's legislative requirements and that any amendments required by Council are implemented.

Group Manager Roger Cook advised that, following the hearing and deliberations on these two policy reviews, the TAB Venues Policy required only a date change, and the Gambling Venues Policy required changing to include a sinking lid policy and an amendment to clause 6 of the policy.

#### **MOTION**

Cr Jim Thomson moved the report's recommendations, and Mayor Gary Kircher seconded the motion.

#### **Discussion on the motion:**

Clarification was sought, and received from officers, that it is clause 3.1 of the Class 4 Gambling Venue that relates to the sinking lid. It was then suggested that a sentence be added to recommendation 2 "that this clause does not preclude relocation". In response, Regulatory Manager Andrew Bardsley advised that clause 6 is the relocation clause and throughout the policy, there were references to the need for alignment with that clause.

Concern was raised by an elected member that the majority of the 20 submissions did not support the sinking lid policy and yet it was being recommended by the committee. Another view highlighted that a specific question around the sinking lid policy had been included in the consultation documents, and that there would be another opportunity for the matter to be

discussed again at the Council meeting when this proposed recommendation from the Committee would be considered. It was also highlighted that the quality of the argument was also important, and it was known that gaming machines do cause harm and offered a gateway path into other types of gambling. The aim of the sinking lid policy was to help remove some of that harm. It would not mean that any gaming machines in place now would be taken away as long as they are supported. The sinking lid policy would ensure that, if a venue were to close down, its allocated gaming machines could not be reallocated elsewhere and so continue to grow the problem.

The need to be careful about not putting a line through a lot of funding for the community was also raised. It was noted that there are a much larger number of machines already approved for the district than are currently in operation, and the community needs to have the opportunity to look at doing things in different ways. What is being proposed now was believed to be an interim medium point. This was supported by a number of elected members in the meeting.

#### **RESOLVED CCR 2022/026**

Moved: Cr Jim Thomson  
Seconded: Mayor Gary Kircher

That the Community, Culture and Regulatory Committee recommends:

That Council:

1. Approves the proposed 2022 TAB Venues Policy as set out in **Attachment 1**; and
2. Approves the proposed changes to the 2022 Class 4 Gambling Venues Policy, which include a 'sinking lid' policy with respect to venue and machine licences, and an amendment to clause 6 of the policy, as set out in **Attachment 2**.

**CARRIED**

#### **4.3 ŌAMARU, WESTON AND KAKANUI SPATIAL PLAN**

The report, as circulated, sought the Committee's recommendation on the amendment to remove the Rural Residential Area (SP01) identified at Bushy Beach Road before the final version of the Ōamaru, Weston and Kakanui Spatial Plan is presented to Council for adoption.

#### **MOTION**

Cr Jim Hopkins moved the report's recommendations and Cr Jim Thomson seconded the motion.

#### **Discussion on the motion:**

The arguments in the officer report were acknowledged as being detailed and reasonable.

One view put forward was a preference to have retained some of the area for development, with guardians of those areas identified and encouraged to look after the wildlife rather than having a blanket ban on development.

#### **RESOLVED CCR 2022/027**

Moved: Cr Jim Hopkins  
Seconded: Cr Jim Thomson

That the Community, Culture and Regulatory Committee recommends:

That Council:

1. Includes the amendment to remove the Rural Residential Area (SP01) identified at Bushy Beach Road from the Ōamaru, Weston and Kakanui Spatial Plan.

**CARRIED**

#### 4.4 FINAL DRAFT DISTRICT PLAN APPROVAL FOR COMMUNITY FEEDBACK

The report, as circulated, sought the Committee's recommendation to Council that the Draft Waitaki District Plan is approved so that community engagement can formally commence on 1 July 2022.

##### **MOTION**

Mayor Gary Kircher moved the motion and Cr Jim Hopkins seconded the motion.

##### **Discussion on the motion:**

The eight years plus of work behind the final draft district plan document that was before the meeting today was highlighted and acknowledged as an exciting point in the journey to now approve it for community engagement.

The Chair thanked everyone involved in the DPR team, and elected members for the 'massive' contributions that had been made through meetings, workshops, and chapter reviews. On behalf of the DPR team, Group Manager Roger Cook acknowledged that feedback from the Committee and in turn thanked elected members on behalf of the team.

Several other elected members also acknowledged the huge amount of work by 'generations of planners and councillors' to get to this milestone today. That it was being released as a 'draft plan' rather than a 'proposed plan' was highlighted as important because it recognised that it was not considered to be a perfect document and seeking feedback from the community would allow for any necessary fine-tuning. The aim was to end up with a district plan that protects what needs to be protected, that looks after people's individual property rights, and also looks after their neighbours' rights as well, and is as pragmatic as possible.

The four options in the agenda report were highlighted as the key discussion item for today's meeting. Once the Committee made its recommendations to Council on those, there would be time for the team to tidy up the document before the end of May ready for release to the community on 1 June.

It was clarified that the maps would be completed before the document was released for community engagement, and that there would be a summary of the content as part of the engagement plan. A communications specialist would be providing chapter summaries, and the maps would be interactive for people to be able to see what is relevant to their property.

It was noted that the final draft plan still had to be approved by Council and there would be more information provided on how Council will be talking to the community about it.

##### **RESOLVED CCR 2022/028**

Moved: Mayor Gary Kircher

Seconded: Cr Jim Hopkins

That the Community, Culture and Regulatory Committee recommends:

That Council approves the Draft Waitaki District Plan for community feedback commencing from 1 June 2022.

**CARRIED**

The Chair congratulated the team for achieving this 'massive milestone'.

## 5 MEMORANDUM REPORTS

### 5.1 REMOVAL OF CAR PARKING STANDARDS FROM THE OPERATIVE DISTRICT PLAN

The report, as circulated, informed the Committee about the mandated removal of provisions in the Operative District Plan that have the effect of setting minimum car parking rate requirements, to give effect to Policy 11 of the National Policy Statement on Urban Development 2020 (NPS-UD).

A suggestion was made to find ways to incentivise parking rather than imposing rules, eg boundary set-back changes, other dispensations, development contributions (DC) adjustments. It was noted that the report mentioned officers would be investigating development contributions options, and that other bigger picture issues (eg about how to collect funding to put aside and develop off-street parking) could also be explored. However, such options were a bit 'up in the air' because of the current RMA reform. It was also suggested that the weather was a consideration (ie when it was not conducive to cycling). Parks would continue to be important while cars were still being used, and there would be a need in the longer term to look at the whole picture to be ready to implement the best options when the opportunity presents itself in the future.

#### **RESOLVED CCR 2022/029**

Moved: Mayor Gary Kircher  
Seconded: Cr Jim Hopkins

That the Community, Culture and Regulatory Committee receives and notes the information.

**CARRIED**

### 5.2 HERITAGE, ENVIRONMENT AND REGULATORY GROUP ACTIVITY REPORT - APRIL 2022

The report, as circulated, informed the Committee about the strategies, planning and activities of the Heritage, Environment and Regulatory Group.

Group Manager Roger Cook encouraged elected members to subscribe to the "Gets Ready" communication system which would ensure they received any notifications and alerts relating to the updated civil defence emergency management system.

The initiatives to promote responsible cat ownership and the adoption of the housing strategy were acknowledged.

It was suggested that ARA and/or Otago Polytechnic could be approached to broaden the provision of their services to more of the Otago region as not all courses were available for the Waitaki community and its young people.

The COVID response work of Cr Hana Halalele and her community team was highlighted, and their work acknowledged and appreciated.

Mr Cook recommended that the 'on hold' status for the development of an environmental strategy could be deleted from the report for now, because it would continue to be so until such time as the changes to the RMA were confirmed which could be some time away yet. The Chair agreed to this recommendation. When asked, it was clarified that environmental monitoring was still occurring.

**RESOLVED CCR 2022/030**

Moved: Cr Jim Thomson

Seconded: Cr Jim Hopkins

That the Community, Culture and Regulatory Committee receives and notes the information.

**CARRIED**

**5.3 CFDP 2020 STAGE 2 FUNDING UPDATE**

The report, as circulated, updated the Community, Culture and Regulatory Committee on:

- (a) funding for the fitout of CFDP 2020 Stage 2 at the Waitaki Museum and Archive Te Whare Taoka o Waitaki; and
- (b) the progress of funding for the CFDP 2020 Stage 2 for the Forrester Gallery ahead of a workshop in May.

Mayor Kircher left the meeting at 12.02pm.

Group Manager Lisa Baillie highlighted the considerable amount of work going on at the Museum and Archive in the background and suggested that a visit could be arranged for elected members to view the results of the work being done. This offer was accepted by the Chair on behalf of the Committee, and it was acknowledged that the Museum is "looking fabulous".

It was clarified that the fundraising strategy was very much an operational tool and a summary of it could be presented to a future workshop with elected members.

Mayor Kircher returned to the meeting at 12.04pm.

**RESOLVED CCR 2022/031**

Moved: Cr Jim Hopkins

Seconded: Deputy Mayor Melanie Tavendale

That the Community, Culture and Regulatory Committee receives and notes the information.

**CARRIED**

**5.4 PEOPLE AND CULTURE GROUP ACTIVITY REPORT**

The report, as circulated, updated the Committee on group projects, sector trends, activity trends and reporting by exception, about the People and Culture Group functions reporting to the Community, Culture and Regulatory Committee.

Group Manager Lisa Baillie highlighted the healthy homes initiative; the return of performances in the Opera House with effect from May; and the excellent work being done in the Museum and Archive (ie online collections work) and exhibitions in the Forrester Gallery, which she encouraged elected members to view.

The report's reference to elected members being able to express interest in working with the officer team on the development of the culture and heritage strategy was raised, and the Chair invited them to email her in response. It was also suggested that the runaka are invited to be involved, especially with regard to the district's history and culture. Mrs Baillie advised that the runaka had been approached and were now expressing interest in being involved so that would be pursued with them.



It was suggested that it would be more useful for elected members if CRMs were measured through customer satisfaction rather than the number of days involved. The Chief Executive advised that the Executive Leadership Team wanted to look at a lot of measures to see if they needed to be changed for better outcomes, and that was intended to be addressed as part of the transformation programme.

The decline in attendance at the Opera House was highlighted as 'sobering' and the reasons for it were acknowledged by the meeting.

It was also noted that, while the visitor numbers at the Forrester Gallery and Museum were still very low, those for the Archives had increased to be almost back to pre-COVID levels. Museum, Gallery, and Archive Director Chloe Searle advised that the team was promoting the new exhibitions as a means to encourage greater attendance by members of the community. She also advised that the increase in archive requests were the result of emails and phone calls as well as visits, as a result of some reluctance from the public to attend in person. It was also expected that the removal of the scaffolding from the Museum the previous week would now encourage people to realise that it was open (many had assumed it had been closed because the scaffolding was still in place), and an extensive programme of promoting what is coming up at the facilities would be commencing in May.

**RESOLVED CCR 2022/032**

Moved: Cr Jim Hopkins

Seconded: Cr Kelli Williams

That the Community, Culture and Regulatory Committee receives and notes the information.

**CARRIED**

**6 MEETING CLOSE**

There being no further business, the Chair declared the meeting closed at 12.19pm.

TO BE CONFIRMED at the Community, Culture and Regulatory Committee Meeting to be held on Tuesday, 14 June 2022.

.....  
CHAIRPERSON

**4 MEMORANDUM REPORTS**

**4.1 PEOPLE AND CULTURE GROUP ACTIVITY REPORT**

**Author:** Chloe Searle, Cultural Facilities Operations Manager

**Authoriser:** Lisa Baillie, People and Culture Group Manager

**RECOMMENDATION**

That the Community, Culture and Regulatory Committee receives and notes the information.

**PURPOSE**

The purpose of this memorandum is to update the Committee on group projects, sector trends, activity trends and reporting by exception, about the People and Culture Group functions reporting to the Community, Culture and Regulatory Committee.

**INTRODUCTION**

This report is intended to be a high-level overview of activities in the People and Culture group. The Community, Culture and Regulatory Committee may wish to provide guidance and direction on the particular areas it would like focus on, for consideration in future meetings.

The project traffic light report is targeted the following way:

	Making sufficient progress / under development / on track.
	Project may be at risk if issues are not addressed. Attention is required.
	Project is at risk of missing the scheduled completion date; or may be over budget or out of scope. Action is required.



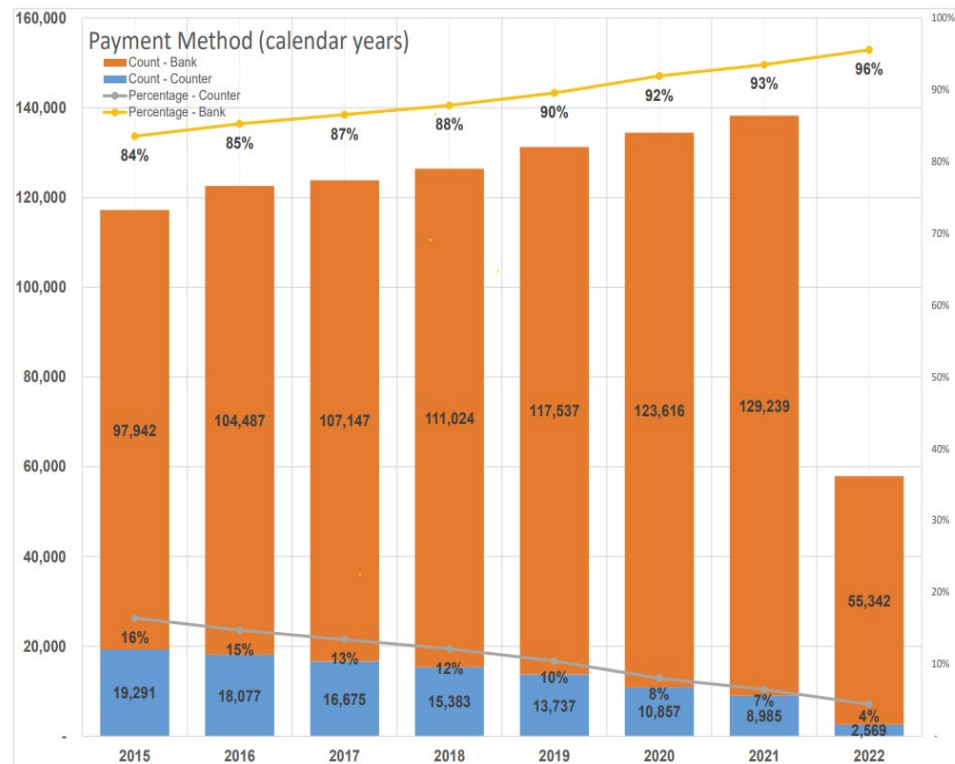
PEOPLE AND CULTURE PROJECT(S) UPDATE

Title	Commentary	Progress/Review Date
<p><b>Cultural Facilities Development Project (CFDP) 2020 Stage Two</b></p>	<p>Stage Two Museum/Archive. Breen Construction is finishing with the construction work at the museum. All spaces have been painted. Floor coverings and lighting tracks have been installed. A grant from Otago Community Trust for fit-out costs of \$600,000 has been approved. Work on the fit-out is now underway.</p> <p>Stage Two of the Forrester Gallery project work is currently focused on fundraising and refining the design of the proposed building to get an updated estimate of building costs.</p>	<p>Making sufficient progress</p>
<p><b>Culture and Heritage Strategy</b></p>	<p>A group of elected members has been identified to provide further guidance through the development of a draft strategy, including revised timeframes. The first meeting with this group will take place in June.</p> <p>The approach to the Culture and Heritage Strategy has been confirmed with the Chief Executive.</p>	<p>Progress is not as fast as planned, and attention is being given to continue progress forward</p>
<p><b>Customer Excellence Strategy</b></p>	<p>Following the 'refresh' work done by the Customer Liaison team, a revised Charter and high-level strategy document are being prepared. It is planned that this work will be included and further developed in the transformation programme.</p>	<p>Making sufficient progress</p>
<p><b>Opera House Dome Restoration</b></p>	<p>Carolina Izzo Studio, Restoration specialist, is scheduled to finish the work required in late January 2023.</p>	<p>Making sufficient progress</p>

PEOPLE AND CULTURE ACTIVITY UPDATES

<p><b>Customer Liaison</b></p>	<p><b><u>Customer Service:</u></b></p> <p>The Customer Liaison Team handled 7,458 telephone calls, answered 2,183 emails, and served 2,614 walk-in customers during this period. This volume is slightly down on that of the previous year, which was 8,587 telephone calls, 2,094 emails and 3,758 walk-in customers during the same period. As the trend continues, the most notable decrease was walk-in customers which is commensurate with the increase in online payments.</p>
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**Payment Method**  
**Calendar year January/December**



The Customer Liaison team continues to support all units within the Waitaki District Council, notably most recently by assisting Policy and Property with the logistics of the Annual Plan and Forrester Heights hearings, respectively.

**Rates Settlements:**

Rates are required to be settled when a property is sold, due to rates being paid mid-quarter. The settlement statement apportions the rates between the vendor and the purchaser. On the settlement date, the purchaser is required to pay its share of the rates paid by the vendor, in addition to the purchase price.

Rates Settlements March/April/May 2022 – 244

Rates Settlements March/April/May 2021 – 317

**Rates Rebates:**

The 2021/2022 period is nearing the final quarter, with 728 rates rebates approved and credited since the beginning of this financial year (1 July 2021), an increase of approximately 5% in comparison to the 692 rates rebates processed during this same period last year.

A total of \$467,503.39 has been paid by the Department of Internal Affairs to qualifying ratepayers during this period. The team continues with its efforts to ensure that as many qualifying ratepayers are reached and that all qualifying rates rebates received are approved and credited before the current quarter’s rates are required to be paid.

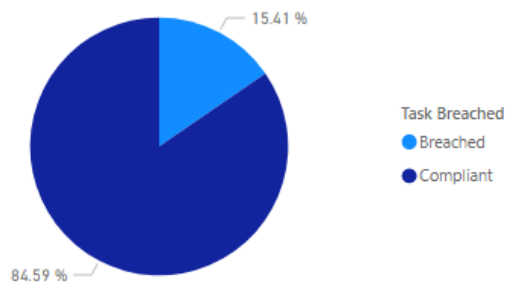
**CRM Performance March/April/May 2022**

1664 CRMs were created, with approximately 15.0% exceeding the due date Council-wide. The industry standard is a target of 85% resolved within target or Service level agreement. Waitaki District Council has consistently averaged above this.

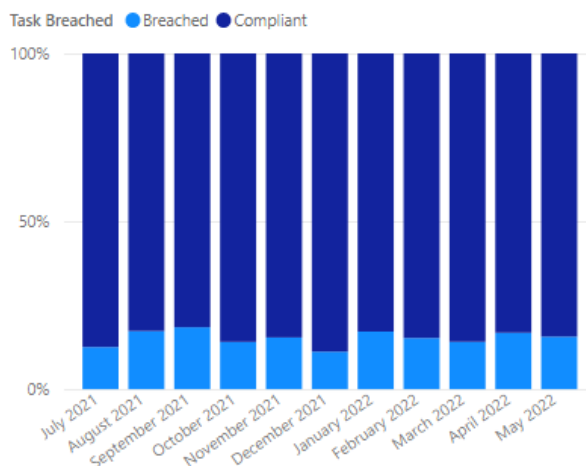
Some CRMs require two or more outside contractors to complete a request which means some CRMs will exceed the Service level agreement or resolve time while awaiting additional information.


The team is also working across departments to develop a more informative and meaningful reporting system for the CRM process, which is currently limited. This is taking some time and development but is being done in-house and will provide more trend-related reporting down to factors such as CRM type, postal code etc to provide more meaningful commentary around the effectiveness of the CRM process.

CRM Task Performance



CRM Task Performance by Month



<p><b>Waitaki District Libraries (WDL)</b></p>	<p><b>Outcomes for April / May – Literacy for All, For Life</b></p> <p>This reporting period has demonstrated the significant return and engagement of the community with all WDL programmes, and additional services developed to provide support to people dealing with the pandemic. Building a strong and resilient community in this period of change has remained a key focus.</p>  <p>Continuing to reinforce the capacity, capability, and sustainability of WDL services has provided a solid platform that underpins all aspects of service development and delivery.</p> <p>Partner-led and WDL-led service delivery has highlighted the role WDL plays in celebrating the diversity of the Waitaki community identity to:</p> <p><b>Enable Safe and Healthy Communities</b></p> <ul style="list-style-type: none"> <li>- The Healthy Home Toolbox has proved popular with residents resulting in Network Waitaki compiling two additional kits to assist with managing the number of reserves. The Library and Information Association of NZ Aotearoa interviewed staff regarding the importance of the Toolbox in assessing healthy homes, with information on the resource promulgated throughout the public library network.</li> <li>- Emphasising the importance of community access to high quality information, staff presented online to a North Island public library on reference interviewing and applying critical thinking to information sources.</li> <li>- Promoting heart health, the NZ Heart Foundation completed free 'heart age' checks in the Ōamaru Library, checking blood pressure and pulse rates. Sessions are now being organised on a regular basis.</li> <li>- The return of <i>Scrabble Club</i>, the <i>Embroiders Guild</i>, <i>Genealogy Help</i>, <i>Bookchat</i>, <i>Boardgames</i> (in partnership with Age Concern NZ) and <i>Puzzle Club</i> in the Ōamaru Public Library, is contributing to a sense community wellbeing. <i>Book Chat</i> and <i>Lego Club</i> are now being delivered in Palmerston. To complement the emphasis on wellbeing as an outcome of inhouse library programmes, a 'click and collect' service and home delivery service was developed for customers wanting to limit their exposure to COVID-19 from public facilities, and for those who have been isolating at home. Finally, rest home deliveries to Iona, Sandringham House and Observatory Village have resumed with the support of Altrusa.</li> </ul> <p><b>Connected and Inclusive Communities</b></p> <ul style="list-style-type: none"> <li>- Embodying Te Tiriti o Waitangi, programmes celebrated mātauranga Maori (Māori knowledge) and learning, such as <i>Ngā Kaitito Māori</i>, a display of Māori fiction writers and <i>Taakaro Tamariki</i>, a school holiday initiative embracing te reo for children. In addition, a display on the 28<sup>th</sup> Māori battalion was organised to commemorate ANZAC Day.</li> <li>- Continuing to build literacy in children and teenagers as foundation skills for life persists as the core of library service provision and is supported by creative activities such as a collage workshop and craft corner. In partnership with Ardgowan School the Ōamaru library hosted a diorama display of the Aquatic Centre, combined with information on swimming and the facility.</li> </ul>
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- Digital inclusion and assisting the community to learn skills to manage their world has been maintained during this reporting period. Library systems and online services are in the process of being reviewed and refreshed to enable digital equity.
- The importance of community / branch library services has drawn attention to the importance of appropriate resourcing resulting in the creation of a circulating district-wide large print collection.

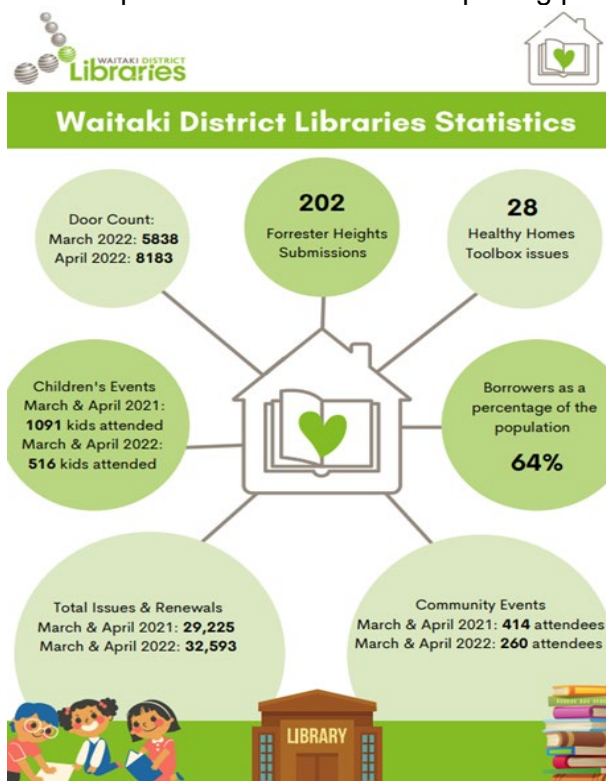
**Promote a greater voice for Waitaki**

- To facilitate democratic participation in local government, Waitaki District Council consultations were supported with the Annual Plan and the Forrester Heights public consultation process. Information was made available to the public and the library received 202 hardcopy submissions on Forrester Heights.
- To celebrate the theme of “Our Voices Matter” for *Youth Week*, the Teen Advisory Group (TAG) group made a display that invited other teens to respond with ideas on how the library could support their needs.

**Meeting environmental and climate change challenges, and protecting our diverse landscapes**

- Working with the Department of Conservation and the Menz Shed, an ecological-themed event was hosted by WDL, raising awareness of the importance of protecting native species:
  - o **Returning Native Birdsong to Ōamaru: Urban Predator Control and Predator Free 2050.** This event discussed the impact of urban predator control on native species and the use of tools associated with the trade, stressing how individuals and community organisations can make a difference. This event was well attended by 71 people.

Described below are important statistics for this reporting period.



**Ōamaru Opera House**

**Customer Service**

The bookings at the Opera House are on the rise, and the large Dairy NZ Conference is scheduled in June. The last time a conference of this size was held in Oamaru was the NZ Irrigation Conference held in 2017. 350 delegates are expected to be in Oamaru for three days following Queen’s Birthday Weekend for the event. The Opera House is managing the conference meeting spaces and all catering will be at the Brydone Hotel.



Unfortunately, the pandemic is still impacting the large touring shows. The latest cancellation of Voices Love Opera scheduled for 29 May was due to the cast being infected and having to cancel their tour. The next large touring show is a family show scheduled for 1 July. The Oamaru Performing Arts Competitions were also cancelled this year, which usually brings approximately 2500 through the venue for the weekend. This is reflected in the comparative number of attendees from last year, to this year.

The Welcome Back campaign was enthusiastically received, and it was wonderful to have the venue humming with the sound of excited children. This was a collaborative campaign with the Forrester Gallery, Museum, Library and Aquatic Centre.

Venue Hire Statistics	22 February – 8 April 2022		22 February – 8 April 2021	
	Bookings	Pax	Bookings	Pax
Not for Profit / FOC	9	225	7	220
Commercial	16	230	22	1,025
Community	8	204	14	2,397
<b>Total</b>	<b>33</b>	<b>659</b>	<b>43</b>	<b>3,642</b>

**Forrester Gallery**

**Customer Service:**

The Forrester Gallery’s autumn exhibition schedule of *Earth: Caught in Stone*, *Maritza Boutique Ōamaru – London* and *Mary Horn: At Home In The Forrester* have all been enthusiastically received by our visitors. The associated interactive activities have seen many visitors spending hours in the Gallery and even returning the following day to complete their creations. These exhibitions have also received good media exposure.

The education programme for *Earth: Caught in Stone* has been developed in collaboration with the Geopark. Many local primary and secondary schools have visited to enjoy this informative art and science sessions. The online videos related to the activities have also been popular. A webinar with the artists and scientists behind the exhibition was held in May.





Educator Elizabeth King has been attending webinars with Te Pū Tiaki Mana Taonga [formerly Museum Educators Association of Aotearoa New Zealand (MEANZ)] to keep our team informed about the new History curriculum.

Staff have welcomed the return of in person events as well as school groups. International visitors are also returning to the Gallery. A tour of the Maritza Boutique Ōamaru – London as part of The Welcome Back campaign was well attended with 21 people enjoying learning more about this exhibition.

Staff are now looking forward to the winter exhibition programme including a group show by Waitaha artists opening on 10 June and an exhibition with Dunedin artist Hannah Joynt which will open in July.



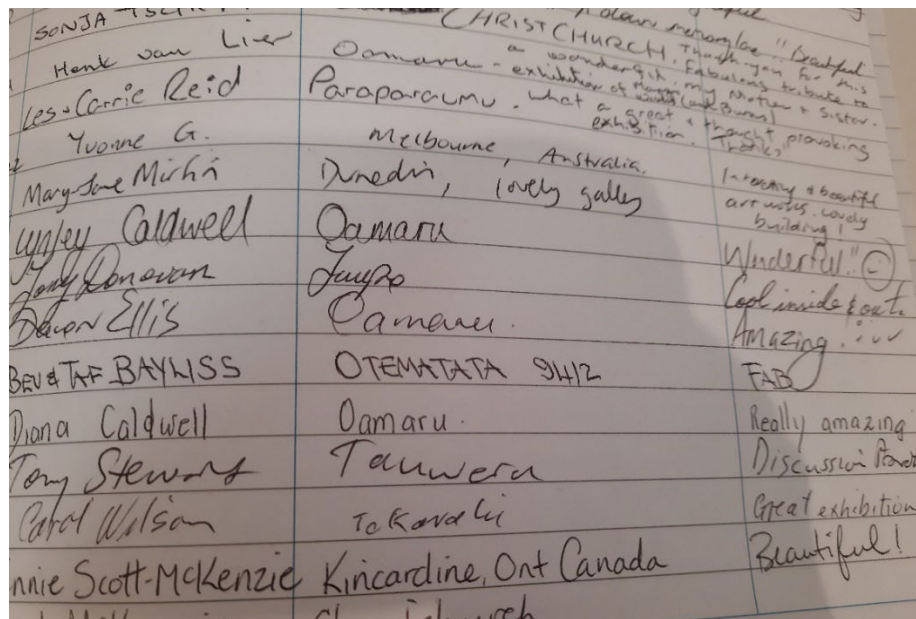
New building interpretation panels telling the story of the Forrester Gallery building have been installed.



An interactive artwork that grows with every stone visitors decorate and add. Travelling Stones Talk, Debbie Fleming from the exhibition *Earth: caught in stone*



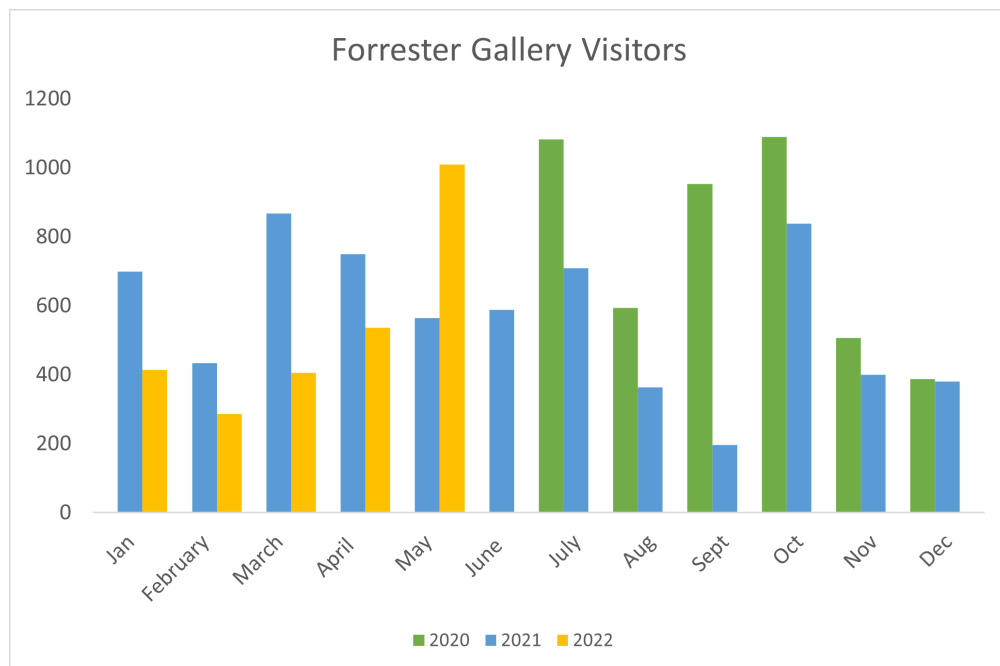
Some of the paper dolls fashioned by visitors to the Maritza Boutique | Ōamaru – London exhibition



Forrester Gallery visitors book with lots of positive comments and the return on international visitors.

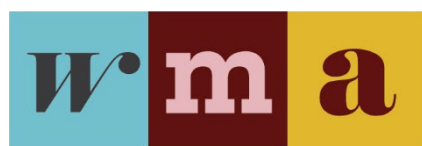
<p><b>Forrester Gallery</b></p>	<p><b>Collections:</b></p> <p>Staff are currently focused on establishing the copyright status of works in the collection and seeking permission to include further artworks on the Gallery's website.</p> <p>The Edward Gifford painting, <i>Untitled (Oamaru Harbour 1880)</i>, that had been on long term loan to the Gallery from Iona Home and Hospital will be returning to Iona.</p>
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**Visitor Numbers**



Forrester Gallery visitors: April 2022 total 536 – May 2022 total 1009

**Waitaki Museum and Archive  
Te Whare Taoka o Waitaki**



**Waitaki Museum & Archive**  
Te Whare Taoka o Waitaki



Work on the new permanent exhibition focused on 20<sup>th</sup> century local history for the upstairs exhibition space and developing concepts for new museum temporary exhibitions continues, and staff have also met with the Geopark's Lisa Heinz and Sasha Morriss to develop a new interactive display in the Museum.

Whilst archive enquiries continue to be received and responded to, building work has meant limited access to the Archive. However, staff are now preparing to set up the new archive enquiry area. Discussions continue with library staff about how to ensure the heritage collections held by each unit can work best together to ensure our customers can access all the information we hold. As a first step, staff are compiling a list of published material such as books and booklets held by the archive.

The generous grant of \$600,000 from the Otago Community Trust now allows progress on the purchase and installation of exhibition lighting, collection shelving, exhibition cabinetry and the printing of graphics and labels. Discussions with suppliers are underway to determine a realistic timeframe to complete this work.

The Waitaki District Plan review team will be making use of the renovated museum store space for their consultation work between June and August. This is a useful collaboration between Council departments providing the



planning team with a space to undertake this work and allowing the museum staff time to monitor the space before collections are transferred back on site.



New archive enquiry space taking shape



Refurbished office space for museum and archive staff



New collection store workspace



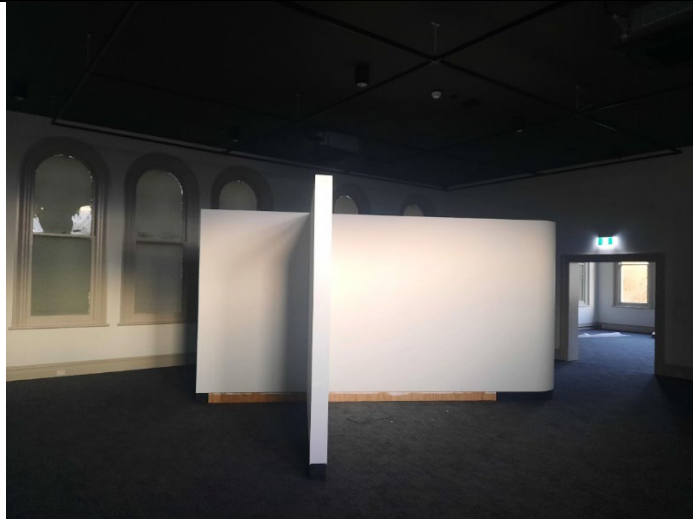
Refurbished museum collection store set up for the District Plan review consultation team



New education and meeting space upstairs



New temporary exhibition space upstairs



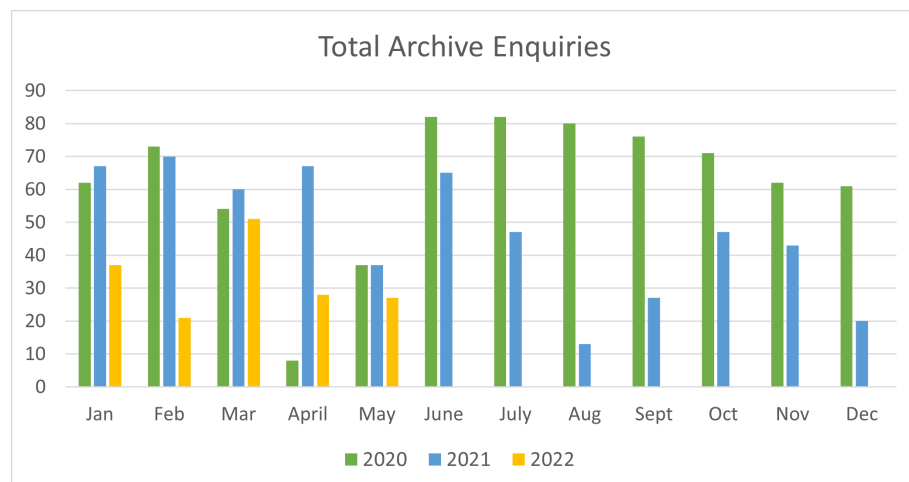
New 20<sup>th</sup> century exhibition space upstairs at the museum



Curator Henry Buckenham at the Tracing the Past activity as part of the Welcome Back weekend.

**Visitor Numbers**

**Archives**



Archive enquiries: April 2022 total 28 – May 2022 total 27

	<p><b>Museum</b></p> <table border="1"> <caption>Museum Visitors</caption> <thead> <tr> <th>Month</th> <th>2020</th> <th>2021</th> <th>2022</th> </tr> </thead> <tbody> <tr><td>Jan</td><td></td><td>730</td><td>200</td></tr> <tr><td>Feb</td><td></td><td>420</td><td>100</td></tr> <tr><td>March</td><td></td><td>720</td><td>170</td></tr> <tr><td>April</td><td></td><td>680</td><td>226</td></tr> <tr><td>May</td><td></td><td>520</td><td>414</td></tr> <tr><td>June</td><td></td><td>460</td><td></td></tr> <tr><td>July</td><td></td><td>340</td><td></td></tr> <tr><td>Aug</td><td></td><td>110</td><td></td></tr> <tr><td>Sept</td><td></td><td>130</td><td></td></tr> <tr><td>Oct</td><td></td><td>380</td><td></td></tr> <tr><td>Nov</td><td></td><td>260</td><td></td></tr> <tr><td>Dec</td><td>490</td><td>150</td><td></td></tr> </tbody> </table> <p>Museum visitors: April 2022 total 226 – May 2022 total 414</p>	Month	2020	2021	2022	Jan		730	200	Feb		420	100	March		720	170	April		680	226	May		520	414	June		460		July		340		Aug		110		Sept		130		Oct		380		Nov		260		Dec	490	150	
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<p><b>Governance</b></p>	<p><b>Review of Governance Meetings, Agendas, Minutes and Processes</b></p> <p>A decision report on the proposed trial from 9 August 2022 of a new governance meeting structure and cycle, agendas and minutes, and processes will be included in the final agenda papers to the 28 June 2022 Council Meeting. The break in the meeting cycle during the first three weeks of July will be used to reschedule future meetings leading up to the local elections on 8 October 2022, change the templates for agenda reports and minutes and embed those in technological systems, and update and circulate the new processes to management and report-writing staff.</p> <p><b>Industry Sector Collaboration</b></p> <p>At the invitation of Wellington sector agencies, the Governance Advisor has recently contributed to the following national review processes:</p> <ul style="list-style-type: none"> <li>• The Remuneration Authority’s review of Elected Members’ Determination ahead of the Local Elections in October 2022; and the</li> <li>• Local Government New Zealand’s Policy Department Review of Local Government Standing Orders for the 2022-2025 triennium.</li> </ul> <p>The Governance Advisor has been selected to be a panellist in the Taituara Governance Professionals Forum in early August.</p> <p><b>Community Board Update</b></p> <ul style="list-style-type: none"> <li>• <b><i>Waihemo Community Board – Extraordinary Vacancy created on 3 June 2022</i></b></li> </ul> <p>Ms Casey Linklater resigned as an elected member to the Waihemo Community Board on 3 June 2022. That created an extraordinary vacancy on</p>																																																				



that Board from that date. With the Local Elections only four months away, the Board has decided that it will not seek to fill that vacancy before the elections.

- **Combined Community Board Workshop – 13 June 2022**

An online workshop for both community boards will be held in the late afternoon / early evening of Monday 13 June. Discussion topics will include (i) an update/briefing from the Chief Executive on the Future for Local Government, Council's Transformation, the Governance Review, and the level of involvement in Chamber meetings and workshops; (ii) consideration of a discretionary funding form and process for community boards from the Accounting Manager and Governance Advisor; and (iii) a briefing from Electionz on the criteria around elections protocols, pre-election, and inauguration.

**Epidemic Preparedness (COVID-19) Notice Renewal**

The existing Epidemic Preparedness (COVID-19) Notice is due to expire on 17 June 2022. It is expected to be renewed again prior to that date, for a further three months (ie to 17 September 2022, or an earlier date at the direction of the Prime Minister).

**4.2 HERITAGE, ENVIRONMENT AND REGULATORY GROUP ACTIVITY REPORT - JUNE 2022**

**Authors:** Unit Managers, Heritage, Environment and Regulatory Group

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

**RECOMMENDATION**

That the Community, Culture and Regulatory Committee receives and notes the information.

**PURPOSE**

The purpose of this memorandum is to inform the Committee about the strategies, planning and activities of the Heritage, Environment and Regulatory Group.

The project traffic light report is targeted the following way.

	Making sufficient progress / under development / on track.
	Project is behind schedule or may be at risk if issues are not addressed. Attention is required.
	Project has not commenced, is at risk of missing the scheduled completion date, or may be over budget or out of scope. Action is required.

**STATUTORY ACTIVITY**

Data by month for Quarter 3, 2022 (January- March 2022)			
Activity	January	February	March
Building Consents	36	40	57
Building Inspections	253	419	465
Code Compliance Certificate Issued	38	41	42
Resource Consents (non-notified only)	12	17	20
Food Registrations	9	20	29
Food Verifications	5	8	2
Resource Consents Monitoring	15	7	9
Land Information Memorandum (LIM)	22	26	33
Project Information Memorandum ONLY (PIM)	2	1	4

Table 1: Statutory Activity Volumes by month for Quarter 3, 2022

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Item 4.2

Data for Quarter 3, 2022 (January- March 2022)							
Activity		Quarter 3 2021	Quarter 3 2022	% Change	Statutory Timeframe	Performance	Commentary
1	Building Consents	158	133	-17.18%	20 Working Days	100% issued within 20 working days. Average time to issue is 8 working days	The drop on the previous year is most likely linked to factors in the current market – local material availability, COVID, lack of available contractors and lending restrictions.
2	Building Inspections	1199	1137	-5.30%	There is no statutory timeframe. However, we have an internal KPI to undertake inspections within 48 hours of their requested date.	100% compliance to internal KPI. No delays attributed to WDC	Slight drop with inspections. Once again, the above factors would be contributing. The additional time to alter original consent applications with material substitution due to product availability is impacting the inspection time.
3	Code Compliance Certificate issued	127	121	-4.83%	20 Working Days	100% within 20 working days. 7 Days Average	Minor change only; running parallel with percentage decrease in inspections.
4	Resource consents (non-notified)	60	47	-21.7%	20 Working Days	85% issued within statutory timeframe	40 of 47 consents issued within 20 working days. Most of the outstanding 7 were only a few days over and s37 RMA invoked to extend timeframe to 30 or 40 days.
5	Food Registrations	55	58	+5.45%	There is no statutory timeframe. However, staff endeavour to have all applications processed within 5 working days.	100% processed within 5 working days	3 x New Premises Registered 6 x Businesses Closed/Sold

Data for Quarter 3, 2022 (January- March 2022)							
Activity	Quarter 3 2021	Quarter 3 2022	% Change	Statutory Timeframe	Performance	Commentary	
6	Food Inspections	18	15	-16.6%	Six weeks for new premises. COVID-related legislation under the Food Act currently allows for up to six months for inspections from due date for existing premises.	100% completed within legislated timeframes	Expected volume due to legislative requirement for businesses to be verified every 12 or 18 months
7	Land Information Memorandum (LIM)	137	81	-40.87%	10 working days WDC Urgent LIMs three working days – no statutory requirement	100% within 10 working days, 4.72 average days	Expected drop in LIMs due to the lack of property sales. Influenced by the current financial climate, loans, inflation etc.
8	Project Information Memorandum (PIM ONLY)	7	7	0%	20 Working Days	100% in 20 working days	Remains steady
9	Resource Consent Monitoring	Reporting began 4 <sup>th</sup> Quarter 2021	31	No comparable data	Dependant on the Consent Conditions and any associated compliance related timeframes.		Monitoring activity includes new consents as well as audits on historical consents. Officers report high levels of compliance with consent conditions monitored during this period, at around 97%.

Table 2: Statutory Activity Comparison Data, Quarter 3 2021 v 2022

## CIVIL DEFENCE EMERGENCY MANAGEMENT (CDEM) UPDATE



The Waitaki District Council and Otago Civil Defence joint promotion of the 'Otago Gets Ready' emergency notification tool has commenced. Community registrations have increased to 259 (an increase of approximately 186%).

Anyone who signed up before Queen's Birthday weekend went into a draw for a family-sized 'Grab and Go' survival kit full of great resources to help prepare for an emergency.

In the past few years across New Zealand, there have been multiple events that have shown it is more important than ever to be prepared for natural disasters. In the last two years, 15 natural disaster events have been declared across New Zealand, 11 of which were in the South Island.

To sign up to 'Otago Gets Ready', go to: [www.otago.getsready.net](http://www.otago.getsready.net)

Officers are currently undertaking an assessment of capability and capacity to resource a Civil Defence response following a number of staff changes and the deferment of training and exercises since the start of the Covid-19 pandemic.

## OTHER MATTERS

**Red-Billed Gulls** – Officers have received a letter of appreciation from the Department of Conservation (DOC) for their collaboration during the 2021-2022 red-billed gull nesting season. Coastal Otago Operations Manager for DOC, Annie Wallace, wrote, "The Waitaki District Council's approach of proactively engaging with residents, landlords and businesses has, in the view of Department of Conservation, been a very successful strategy. In particular, the actions undertaken by council pre-nesting season in communicating both via media channels and through sending letters to specific tenants/landlords made ongoing management of the nesting season much easier..... the leadership of WDC has been instrumental in improving the situation and process."

**Building Consent Application portal upgrade** – Officers have commenced the final preparation for upgrading the Building Consent Application portal. The Go-live date is scheduled for mid-August 2022. Industry engagement through the Waitaki Building Forum and wider stakeholders has commenced and will run for several weeks. The new portal will improve the user interface and provide additional functionality to applicants including a schedule of booked inspections, and inspection results.

**Territorial Authority Audit** – Building Department Officers have recently completed a Ministry for Building, Innovation and Employment (MBIE) Territorial Authority (TA) performance monitoring assessment under section 204 of the Building Act 2004. The assessment is for MBIE to gain an overview of the existence and maturity of council systems and processes for managing TA building control functions. The assessment sought documentation and statistics on three topics:

- Means of restricting access to residential pools
- Compliance schedules
- Building warrants of Fitness

The MBIE Compliance and Assurance team will provide a report on Council's performance in due course.

## DISTRICT PLAN UPDATE

<b>District Plan Review Programme Objective:</b>		
<i>To release a draft District Plan for community feedback in May 2022.</i>		
<b>Key Milestones:</b> District Plan Review	<ol style="list-style-type: none"> <li>1. Draft District Plan approved by Council on 10 May 2022 to release for public engagement from 1 June – 31 August 2022.</li> <li>2. Draft District Plan engagement programme commenced 1 June 2022.</li> </ol>	completed
<b>Key Milestones:</b> Spatial Plan	<ol style="list-style-type: none"> <li>1. Spatial Plan adopted by Council on 10 May 2022.</li> </ol>	completed
<b>Priorities:</b> Quarter 2	<ol style="list-style-type: none"> <li>1. Promotion and engagement with the community on the Draft District Plan;</li> <li>2. Ongoing communications and engagement responses to Draft District Plan – ensuring facts are accurately reported in the media;</li> <li>3. Proactive engagement on key issues through media releases, videos etc;</li> <li>4. Analysis of feedback received.</li> </ol>	In progress
<b>Key Risks:</b> to engagement on Draft District Plan in winter 2022	<ol style="list-style-type: none"> <li>1. Release of National Policy Statements (NPS) and other Guidance (eg NPS for Indigenous Biodiversity and Highly Productive Land) will add to the material that the community and stakeholders are exposed to/need to engage with;</li> <li>2. Resourcing due to illness;</li> <li>3. Public reception and media response to the Draft District Plan.</li> </ol>	

LEGISLATION, STRATEGIES, POLICIES, BYLAWS AND PROJECTS

Title	Commentary	Status / Review Date
<b>Community Outcome: Quality Service</b>		
Responsible Cat Ownership	The SPCA and WDC joint ‘Snip and Chip’ campaign and the Responsible Cat Ownership guidelines have been well received, 500 vouchers have been issued and 207 surgeries to date. The campaign is now complete, and it is expected the remaining surgeries will take place over the next 2 months. This will result in a significant number of cats in our district being microchipped and desexed.	In Progress
Class 4 Gambling Venues and TAB Venues Policy Review	The updated Class 4 Gambling Venues policy 2022 and the TAB Venues policy 2022 were adopted at the 10 May Council meeting and are now complete.	In Progress
<b>Community Outcome: Strong Communities</b>		
Waitaki Housing Taskforce	<p>Officers participated in two Kāinga Ora National Strategy workshops:</p> <ul style="list-style-type: none"> <li>• Kāinga Ora Strategy 2030 Online Engagement Hui 24 May</li> <li>• Partnerships Strategic Plan Online Engagement Hui 25 May</li> </ul> <p>These workshops were a useful opportunity to bring the rural voice to the table and reinforce the importance of diversity and innovation in housing solutions and partnership approaches. Both workshops were well facilitated and opportunity for meaningful participant engagement was high.</p>	In Progress
Stronger Waitaki	<p>Face to face meetings have been reinstated with some flexibility for hybrid meetings to occur. There is significant activity across all workstreams. A priority area is Mental Health and Addictions.</p> <p><b>Tamariki, Rangatahi and Whānau Wellbeing Strategy:</b> Stronger Waitaki have initiated a collaborative design process to develop a Waitaki strategy that will provide a coherent approach to mental well-being across our community. The strategy will incorporate health-promoting factors that promote the five ways to wellbeing which are: Give, Be Active, Keep Learning, Connect, and Take Notice. It will be underpinned by Stronger Waitaki Strategic Outcomes and United Nations Sustainable Development Goals and aligned with the NZ Child and Youth Wellbeing Strategy. Input is being sought from stakeholders across all sectors of our communities to ensure a genuine collaborative approach.</p>	In Progress



	<p><b>Age Friendly Community / Elder Abuse Awareness Campaign:</b> Application for funding for the campaign submitted to the Office of Seniors. Awaiting outcome of application</p> <p><b>Youth Film Competition:</b> All four local high schools participated. Held over four days (one day in each school). Theme: Respectful Relationships. 70 students participated, with 19 movies (90 second duration) produced. Film screening event held 27 May – free and open to the public.</p> <p><b>Meth / Drug Family Support Group:</b> This is a community led initiative and has gone from strength to strength. Feedback has been that the group is highly successful, is covering a wide variety of needs, and is making a difference for people.</p> <p><b>Rob Veale Family Harm workshops:</b> Two workshops held: 1 June Family Harm Theory to Practice; 2 June Strangulation in the context of Intimate Partner Violence. Workshops were fully subscribed.</p>	
<p>Education and Employment</p>	<p>Regional Skills Leadership Groups (RSLGs) have been created to identify and support better ways of meeting future skills and workforce needs in our regions and cities. Community Development facilitated engagement with local stakeholders including feedback on the draft Otago Regional Workforce Plan.</p> <p>Tertiary Education Youth Guarantee Provision: Led by YMCA South and Mid Canterbury in collaboration with Stronger Waitaki and Mayors Taskforce for Jobs, to provide foundation level education (Level 1 and 2) to youth 16 – 19 years of age who have not achieved NCEA Level 1 and 2 skills. Launched in Ōamaru on 2 May.</p>	<p>In Progress</p>
<p>Neighbourhood Support</p>	<p>Neighbourhood Support Otago are working hard to enable this initiative to launch early in the financial year. Community Development Team are providing support with information, funding applications and local networks.</p>	<p>In Progress</p>
<p>Activities</p>	<p>Project funding applications are being prepared for:</p> <ul style="list-style-type: none"> <li>• Elder Abuse Awareness Campaign– funding achieved</li> <li>• Hine Ora – project likely to go ahead in term three</li> <li>• Stronger Waitaki Meeting Venue Hire – funding achieved</li> </ul> <p>Wellbeing Projects</p> <ul style="list-style-type: none"> <li>• Age Friendly</li> </ul>	<p>In Progress</p>

	<ul style="list-style-type: none"> <li>• Family Violence Prevention (numerous projects and activities occurring ongoing)</li> <li>• Mental Health and Addictions</li> <li>• Housing Taskforce</li> <li>• Neighbourhood Support</li> <li>• Facilitation of Community Economic Development Working Group</li> <li>• Mayors' Taskforce for Jobs</li> </ul> <p>Officers continue to participate in local regional and national hui as appropriate. Examples of these include: Southern District Health Board Sector group and Locality Chair meetings. Regional Skills Leadership Group hui, Fire and Emergency New Zealand Otago Locality Network and community engagement meetings, Health Reform, and Interim Pacific Health Plan Fono with the Pacific Health Team.</p>	
<b>Community Outcome: Valued Environment</b>		
RMA reform / Natural and Built Environment Act submission	A submission by Waitaki District Council was made on the exposure draft. This was considered by Parliament's Environment Select Committee before leading to the complete bill being outlined. A draft submission was approved by Council on the discussion document "Our Future Resource Management System", which is the latest round of feedback on RMA reform.	Complete
Otago Proposed Regional Policy Statement (RPS) submission	A submission was made by Waitaki District Council on the Proposed RPS. The mechanism for hearing the submissions is currently being challenged and is with the High Court for consideration following the hearing of legal submissions in early February 2022. A refinement of issues is proposed, and Council officers are preparing for this and evidence preparation for future hearings.	Complete
Waitaki District Indigenous Biodiversity Strategy 2014-2017	Many of the goals and aims in this strategy are still current, including ongoing business as usual. Officers have reviewed the actions contained in the strategy and will look to progress the document once the Biodiversity Officer role is filled.	Some progress/ On Hold

RESOURCE MANAGEMENT RELATED DECISIONS MADE UNDER DELEGATED AUTHORITY

Landuse Resource Consent Applications January – February 2022				
Date Closed	Description	Location	Target Days	Process Days
11 January 2022	Deemed Permitted Boundary Activity for a family flat in the Rural General Zone	Maheno-Herbert Road, Herbert-Maheno	10	2
19 January 2022	3 lot subdivision with density and setback breach in Rural Residential Zone	Saleyards Road, Ōamaru	20	17
25 January 2022	Road Setback breach for pole shed in Rural Residential Zone	Homestead Road, Weston-Ardgowan	20	20
26 January 2022	Repair to church roof and spire in Residential Zone	Tiverton Street, Palmerston	20	12
27 January 2022	Toilet block in Rural Scenic Zone	Ōmārama-Otematata Road, Ōmārama-Otematata Road	20	19
28 January 2022	Toilet addition in heritage building in Business Heritage Zone	Harbour Street, South Hill	10	9
1 February 2022	New dwelling in rural scenic zone	Twizel-Ōmārama Road, Ōmārama	20	0
10 February 2022	Deemed Permitted Boundary Activity in Residential Zone	Lismore Street, Ōamaru North	10	0
17 February 2022	5 lot subdivision in Rural General Zone	Parsons Road, Weston	40	28
23 February 2022	Operate coffee cart at campground in Rural Scenic Zone	Falston Road, Totara Peak	20	15

Landuse Resource Consent Applications January – February 2022				
Date Closed	Description	Location	Target Days	Process Days
3 March 2022	Earthworks for centre pivot irrigation in Rural General Zone	Glenn Settlement Road, Georgetown-Awamoko	30	18
4 March 2022	Alterations to a heritage building in Rural General Zone	Weston-Ngapara Road, Ngapara-Weston	20	4
7 March 2022	Establish cleanfill site in Rural General Zone	Stenhouse Road, Mount Trotter	20	7
8 March 2022	s133 amendment in Rural Scenic Zone	Dunrobin Road, Five Forks	20	1
9 March 2022	Retrospective consent entrance structure within road setback Rural Scenic Zone	Birchwood Road, Ōmārama	20	13
11 March 2022	Extensions to Old Bones backpackers: addition of hot tubs, cabins, sauna	Beach Road, Kakanui	20	0
16 March 2022	Visitor accommodation in Residential Zone	Wynyard Street, Kurow	20	17
16 March 2022	s127 relocation of diesel tank install	Pukeuri-Ōamaru Road, Fernbrook-Pukeuri	20	0
25 March 2022	Earthworks for facilities in Rural Residential Zone	Cattle Valley Road, Kurow	20	5
25 March 2022	Earthworks in Rural General Zone	Woolshed Road, Reidston	20	15
29 March 2022	5 lot subdivision in Rural General Zone	Sussex Street, Weston	20	8
30 March 2022	Deemed Permitted Boundary Activity in Rural Residential Zone	Macs Ridge Road, Ōamaru	10	5

Subdivision Resource Consent Applications January – February 2022				
Date Closed	Description	Location	Target Days	Process Days
13 January 2022	2 stage subdivision with boundary adjacent in Rural Residential Zone	Prohibition Road, Ōmārama	20	12
19 January 2022	3 lot subdivision with density and setback breach in Rural Residential Zone	Saleyards Road, Ōamaru	20	10
20 January 2022	3 lot subdivision in Rural General Zone	Station Road, Totara	20	13
20 January 2022	2 lot subdivision in Rural General Zone	Georgetown-Pukeuri Road, Pukeuri-Georgetown	20	11
21 January	3 lot subdivision in Residential Zone	Burransess Street, Palmerston	20	9
28 January 2022	3 lot subdivision in Township Zone	Cardiff Street, Moeraki	40	28
28 January 2022	2 lot subdivision in Residential Zone	Roxby Street, South Hill	20	5
4 February 2022	5 lot subdivision in Rural General Zone	Whiterocks Road, Weston-Alma	20	12
10 February 2022	Subdivision in Rural General Zone	Jardine Road, Peebles	20	8
17 February 2022	5 lot subdivision in Rural General Zone	Parsons Road, Weston	40	28
17 February 2022	3 lot subdivision in Residential Zone	Blue Stone Drive, Waiareka Junction	20	20
18 February 2022	2 lot subdivision in Rural General Zone	Hampden-Palmerston Road, Hampden-Palmerston	20	6

Subdivision Resource Consent Applications January – February 2022				
Date Closed	Description	Location	Target Days	Process Days
22 February 2022	3 lot subdivision in Rural General Zone	Station Road, Totara	20	20
22 February 2022	3 lot subdivision in Rural General Zone	Reid Road, Herbert	20	20
25 February 2022	Subdivision to create 2 records of Title in Residential Zone	Traill Street, South Hill	20	12
9 March 2022	2 lot subdivision in Residential Zone	Stirling Street, Ōamaru North	20	12
16 March 2022	3 lot subdivision in Rural General Zone	Gees Road, Kakanui	20	20
16 March 2022	Subdivision general in Rural General Zone	Commonage Road, Hampden	20	16
18 March 2022	S127 to change access lot in Residential Zone	Whitehaven Street, Weston	20	1
18 March 2022	4 lot subdivision in Residential Zone	Brough Street, Palmerston	20	3
25 March 2022	Subdivision in Business 3A Zone	Pukeuri-Ōamaru Road, Fernbrook-Pukeuri	40	35
25 March 2022	3 lot subdivision in Rural Residential Zone	Homestead Road, Weston-Ardgowan	20	33
29 March 2022	S127 Financial Contribution in Residential Zone	Bywell Street, South Hill	20	10
29 March 2022	5 lot subdivision in Rural General Zone	Sussex Street, Weston	20	8
29 March 2022	2 lot subdivision in Rural General Zone	Simm Road, Kia Ora	20	3

Other Consent Applications January – February 2022				
Date Closed	Description	Location	Target Days	Process Days
10 March 2022	Certificate of Compliance: Communications Hub in Rural Scenic Zone	Lake Ōhau Road, Lake Ōhau	20	13
10 February 2022	Designation: Outline Plan Approval for sports and events centre in Residential Zone	Taward Street, Ōamaru North	20	23
26 January 2022	S241 cancellation on amalgamation in Residential Zone	Meek Street, Weston	10	5

**5 MEETING CLOSE**