



Waitaki

DISTRICT COUNCIL

TE KAUNIHERA Ā ROHE O WAITAKI

Notice of Meeting

and

AGENDA

Ordinary Council Meeting

**Tuesday 19 February 2019
9.00am**

A Public Forum will be held at the commencement of the meeting.

**VENUE: Council Chamber, Third Floor
Office of the Waitaki District Council,
20 Thames Street, Oamaru**

Waitaki District Council Meeting

Council Chamber, Third Floor,
Office of the Waitaki District Council
20 Thames Street, Oamaru

9.00am, Tuesday 19 February 2019

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"That the public be excluded from the following parts of the proceedings of this meeting, namely items 19, 20, 21 and 22.

The general subject of each matter to be considered while the public is excluded; the reasons for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter - Section 48(1)
Public Excluded:	To protect the privacy of natural persons.
• Confirmation of Public Excluded Meeting Minutes – Council Meeting 4 December 2018 PE	Section 48(1) (a). (The disclosure of the information would cause unnecessary personal embarrassment to the persons concerned.)
	To enable the Council to carry out commercial negotiations without prejudice or disadvantage.
	Section 48(1)(a) (Premature disclosure of the information would detrimentally affect the Council's position in the negotiations.)
Public Excluded:	To enable the Council to carry out commercial negotiations without prejudice or disadvantage.
• Recommendations from Assets Committee Meeting, 5 February 2019 PE	Section 48(1)(a) (Premature disclosure of the information would detrimentally affect the Council's position in the negotiations.)

Public Excluded:

- Oamaru Airport Lease PE – Referral from Assets Committee Meeting, 5 February 2019 PE

To enable the Council to carry out commercial negotiations without prejudice or disadvantage. Section 48(1)(a)
(Premature disclosure of the information would detrimentally affect the Council's position in the negotiations.)

Public Excluded:

- Decisions Regarding Release of Public Excluded Information PE

To protect the privacy of natural persons. Section 48(1) (a).

(The disclosure of the information would cause unnecessary personal embarrassment to the persons concerned.)

To enable the Council to carry out commercial negotiations without prejudice or disadvantage. Section 48(1)(a)
(Premature disclosure of the information would detrimentally affect the Council's position in the negotiations.)

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

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|------------|--|---------------|
| 19. | Confirmation of Public Excluded Meeting Minutes PE | |
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| 20. | Recommendations from Assets Committee Meeting, 5 February 2019 PE | |
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| 21. | Oamaru Airport Lease PE – Referral from Assets Committee Meeting, 5 February 2019 PE | |
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| 22. | Decisions Regarding Release of Public Excluded Information PE | |
| 23. | Resolution to Return to Public Session (<i>to be resolved</i>) | |
| | <p>"That Council resumes in open meeting and decisions made in public excluded session are confirmed and made public as and when required and considered."</p> | |
| 24. | Release of Public Excluded Information | |
| | <p>Public excluded information that is approved for release during the Public Excluded session of this meeting will be included in the public minutes of this meeting, under Agenda Item 24.</p> | |

Waitaki District Council**Council**

**UNCONFIRMED MINUTES of a meeting of the
Waitaki District Council held in the Council Chamber,
Office of the Waitaki District Council, Third Floor, 20 Thames Street, Oamaru
on Tuesday 4 December 2018 at 9.16am**

Present Mayor Gary Kircher (Chair), Deputy Mayor Melanie Tavendale, Cr Craig Dawson, Cr Peter Garvan, Cr Jeremy Holding, Cr Jim Hopkins (from 9.46am), Cr Bill Kingan, Cr Guy Percival, Cr Hugh Perkins (from 9.22am), Cr Colin Wollstein, and Cr Jan Wheeler

In Attendance Fergus Power (Chief Executive)
Neil Jorgensen (Assets Group Manager / Deputy Chief Executive)
Paul Hope (Finance and Corporate Development Group Manager)
Lisa Baillie (People and Culture Group Manager)
Bill Chou (Information Systems Group Manager)
Ainslee Hooper (Governance and Policy Advisor)

In attendance for specific agenda items:

Roger Cook (Building Services Manager); Jason Evered (Environmental Services Manager); Erik van der Spek (Recreation Manager); Lisa Scott (Communications Specialist); Renee Julius (Property Manager); Hamish Barrell (Heritage and Planning Manager); Richard Maher (Programme Manager)

The Chair declared the meeting open at 9.16am and welcomed everyone present.

A minute's silence was observed for Donald Dennison (husband of current Community Board Chair and former Councillor Kathy Dennison) who was tragically killed over the weekend.

1. Apologies

RESOLVED

WDC 2018/236

Deputy Mayor Melanie Tavendale / Cr Bill Kingan
That Council accepts apologies for lateness from Cr Jim Hopkins and Cr Hugh Perkins.

CARRIED

2. Declarations of Interest

There were no declarations of interest.

Intern Presentations

Mariette Wijnstra said she was from The Netherlands and her internship had focused on starting a communications strategy for Council; finishing an e-magazine to attract interns; and to develop the concept for a community engagement plan. She had very much enjoyed dressing up for the Victorian Fete and helping at Otago Field Days by conducting a survey and collecting data from the community regarding their thoughts on the Geopark. She had also enjoyed working on Council's Instagram platform.

With other interns, she had enjoyed 'fun times', with road trips to Trotters Gorge, Hokitika Gorge, Mt Cook and The Remarkables (which were "amazing"). She would be finishing her bachelor's degree in June 2019 and was aiming to start a pre-master course in neuro-marketing or communication sciences. She thanked Council, management and staff for the internship opportunity.

In response to a question, Mariette explained that “neuro-marketing” was about looking into the brain with neuro trackers, to see what catches people’s eye, activates their brain, and how people view websites. This information can be used to enhance the marketing experience.

Mayor Kircher thanked Mariette for her presentation and acknowledged how good it was to learn the stories of the adventures of interns during their time with Council. He presented Mariette with her Internship Completion Certificate and thanked her for the contribution she had made to the work of Council. Chief Executive Fergus Power presented Mariette with a small gift as a memento of her time in the Waitaki and thanked her for throwing herself so energetically into the community life and becoming part of the stories of the district.

Jeroen Smeets said he was also from The Netherlands, where he was studying marketing management and entrepreneurship. He had been keen to get international experience and had long dreamt of going to New Zealand so was delighted to have been accepted into the internship programme at Waitaki District Council. It was a long journey to get here, but the people in Oamaru were amazing and he had immediately felt at home.

His internship had been focused on increasing brand awareness and membership of the Oamaru Whitestone Civic Trust. The problem to resolve was that people are very busy. But he made a concerted effort to have more interaction with stakeholders and those in the Victorian precinct to find out what is important to them and they had welcomed those one-on-one communications. He had organised workshops as well, because the idea was to organise an online crowd-funding campaign. He was doing some preparatory work on that now so that they could pick it up next year in earnest. He had created a database to help improve communication between current members and to encourage the interest of new members. A special focus had been on “Vlogs (video blogs), which used storytelling to facilitate engagement.

Jeroen said he had also been active in the community events – at the Victorian Fete, he had helped with the marketing, been a volunteer coordinator, planned the communications, and worked at the OWCT stall. He had also helped at the Otago Field Days, been Assistant Captain Pinky in the Opera (he had to act like a pirate and dance for 45 minutes – he did not believe himself to be a good dancer!). He had also worked at the Collective, which had been a good way to interact with others.

On the personal development side, his self-confidence had been boosted significantly, and he was more content to do his own thing and be less concerned about what others might think. Jeroen said he was very grateful to all for the opportunity of the internship and was keen to come back in a couple of years and hoped to see everyone again then!

In response to questions, Jeroen added that he now had the ambition to have his own business – a job agency – a technical branch – and within 20 years, to own a restaurant for which his job agency would handle the recruitment, along with other hospitality entities.

Cr Jim Hopkins arrived at 9.46am.

Mayor Kircher thanked Jeroen for his great presentation and for all that he had done to assist the Trust, Council and the wider Waitaki community during his time here. He also congratulated Jeroen on his business aspirations, and maitre’d skills at the intern dinner, before presenting Jeroen with his Internship Completion Certificate.

Chief Executive Fergus Power presented Jeroen with a small gift as a memento of his time here and noted that, in 2018, Jeroen had been the intern that stood out – he had especially strong skills in interacting with people and was likely destined to have his own TV show. He said he would love to see Jeroen back in the Waitaki and wished him well on his ongoing journey.

At this time, the Chair advised that the Public Forum would begin at 10.20am and directed the meeting to forward agenda items ahead of the morning tea break.

4. Confirmation of Previous Meeting Minutes

The Chair conveyed his thanks to the Governance Advisor for getting through the many sets of minutes (including the detailed ones for three days of hearings) in addition to her other work in the last few weeks.

(a) Council Hearings (Class 4 Gambling and TAB Venues Policies), 11 September 2018

RESOLVED

WDC 2018/237

Deputy Mayor Melanie Tavendale / Cr Jim Hopkins
That Council confirms the public minutes of the 11 September 2018 Council Hearings (Class 4 Gambling and TAB Venues Policies), as circulated, as a true and correct record of those hearings.

CARRIED

(b) Extraordinary Council Meeting, 2 October 2018

RESOLVED

WDC 2018/238

Cr Peter Garvan / Cr Hugh Perkins
That Council confirms the public minutes of the 2 October 2018 Extraordinary Council Meeting, as circulated, as a true and correct record of that meeting.

CARRIED

(c) Council Hearings (Representation Review 2018), 9 October 2018

RESOLVED

WDC 2018/239

Cr Colin Wollstein / Deputy Mayor Melanie Tavendale
That Council confirms the public minutes of the 9 October 2018 Council Hearings on the Representation Review 2018, as circulated, as a true and correct record of those hearings.

CARRIED

(d) Council Hearings (Dangerous and Insanitary Buildings and Alcohol Ban Bylaw), 29 October 2018

RESOLVED

WDC 2018/240

Cr Jim Hopkins / Cr Craig Dawson
That Council confirms the public minutes of the 29 October 2018 Council Hearings (Dangerous and Insanitary Buildings and Alcohol Ban Bylaw), as circulated, as a true and correct record of those hearings.

CARRIED

(e) Council Meeting, 30 October 2018

RESOLVED

WDC 2018/241

Cr Bill Kingan / Cr Colin Wollstein
That Council confirms the public minutes of the 30 October 2018 Council Meeting, as circulated, as a true and correct record of that meeting.

CARRIED

(f) Council Meeting (additional), 13 November 2018

RESOLVED

WDC 2018/242

Cr Craig Dawson / Cr Jeremy Holding
That Council confirms the public minutes of the 13 November 2018 Council Meeting (additional), as circulated, as a true and correct record of that meeting.

CARRIED

5. Mayor's Report

The Mayor's report, as circulated, was taken as read. It provided comments to bring Councillors and the public up-to-date with a number of issues that have arisen since the last Council meeting. Topics included the Oamaru Harbour and Heritage Quarter Strategy; the official 'reopening' of the Phoenix Mill Water Wheel; Rural broadband improvements; Working with the Department of Conservation (DoC); Making it count in Waitaki; A visit to Kuriheka; The latest flooding, and the clean-up; Sand sausages and uncomfortable results; Oamaru Mail deliveries; HMHS Maheno; East Otago High School – Ignite Palmerston; Duntroon Fire Brigade; and Meetings Attended.

[NOTE: The full version of the Mayor's Report is available on Council's website as part of the "4 December 2018 Council Meeting Final Agenda Papers PUBLIC", and can be accessed through the pathway "Council / Council Meetings / Agendas and Minutes".]

Mayor Kircher acknowledged that a lot of things were happening, and that it had been a challenging couple of months for all. He believed it was likely to remain that way right through to Friday 21 December when the office was due to close for the Christmas/New Year statutory holiday period.

Highlights in the ensuing discussion on the Mayor's report included:

- That more than 827 people had contributed to the initial harbour area plan engagement, which was a very good response.
- The Kuriheka homestead had impressed those who participated in the visit, especially with regard to the extensive collections it held and very important farming and other diaries.
- The meeting with the Lou Sanson, Director-General of the Department of Conservation, had gone well, and discussions had touched on the public interest in reopening Grave's track and what would need to be investigated to see if that could happen. Chief Executive Fergus Power added that, in a follow up meeting, Mr Sanson had been very positive about the Waitaki Whitestone Global Geopark and said he had asked his senior managers to meet with Waitaki District Council to talk about the conservation estate and its relationship with the global geopark. He also advised that many DoC managers had read the geopark dossier and felt that it was an excellent document.

The meeting was adjourned at 10.10am for morning tea and reconvened at 10.24am for the Public Forum.

The Chair declared the Public Forum open and apologised for the late timing of it. He then welcomed the first speaker, Mr Hazlewood.

3. Public Forum

Speaker 1 – Mr Chris Hazlewood

Mr Hazlewood expressed his concern about the lack of maintenance for the last decade in Leicester Street. He tabled photographs showing how boggy it had become and asked that Council organise a grader in the area and put some gravel onto it, just as far as his property. He did not expect that to happen immediately; perhaps just next time the grader was in Duncan Road.

The Chair thanked Mr Hazlewood for his presentation and said that officers would need more information about the location and what needed to be done.

ACTION: Group Manager Neil Jorgensen for follow up

Speaker 2 – Ms Bath

Ms Bath said she was concerned that she had not received a rates bill since 25 November. She had come into the Council building to discuss it, but there was no one attending the front desk. Ms Bath also expressed concerns about the way she felt the township looked, about the recycle centre, and about stray dogs messing up her lawn.

The Chair apologised to Ms Bath that she was left at the front counter without some assistance and assured her that the rates bill issue would be referred to the relevant Group Manager for follow up. He noted that Council had a bylaw to control dogs, and if she was able to supply any information about who owned the stray dogs that were defecating on her lawn, then officers would be able to look further into that matter. He thanked Ms Bath for presenting to Council.

The Chair declared the Public Forum closed at 10.42am and directed the meeting back to Agenda Item 5 (Mayor's Report).

5. Mayor's Report (continued)

Several Councillors reported receiving glowing feedback from residents in their local communities about the proactive way Council had communicated about the water shortage and what they could do to help. Many had put a lot of time and thought into how they could contribute. They also extended congratulations to staff who had immediately mobilised with posters, posts on social media, information everywhere and being referred to as many outlets as possible across all media channels to get the word out. It was an immediate and concerted effort by all that had worked extremely well, and the community's response had been fantastic.

Cr Wollstein left the meeting at 10.50am and returned at 10.52am.

RESOLVED
WDC 2018/243

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

CARRIED

6. Chief Executive's Report

The Chief Executive's Report, as circulated, was taken as read. It provided comments to bring Councillors up-to-date with issues that had arisen since the last Council meeting. Topics included: UNESCO Global Geopark Application; Drinking Water; New urban development agency unveiled to build more homes; Oamaru Victorian Heritage Festival; Business and Site Visits; and Meetings Attended.

[NOTE: The full version of the Chief Executive's Report is available on Council's website as part of the "4 December 2018 Council Meeting Final Agenda Papers PUBLIC", and can be accessed through the pathway "Council / Council Meetings / Agendas and Minutes".]

Water New Zealand's approach was discussed, with the more assertive stance of Local Government New Zealand, the different risk picture presented by Dr Bates at the recent Rural and Provincial Chief Executives' Forum, and whether Water New Zealand was representing the views of its members were key issues that were in a state of flux now. There was an opportunity for LGNZ to put its position more strongly to central government, some Councils believed, and that message had been delivered by its members.

RESOLVED
WDC 2018/244

Cr Bill Kingan / Cr Colin Wollstein
That Council receives and notes the information.

CARRIED

7. Recommendations from Assets Committee Meeting, 20 November 2018

Committee Agenda Item – Palmerston Walking Track

The report, as circulated to the Committee, sought a recommendation to Council to approve a boundary adjustment between District Road and Ronaldsay Street, Palmerston in order to allow for an easy graded recreation track connection.

RESOLVED
WDC 2018/245

Cr Jim Hopkins / Cr Hugh Perkins
That Council:

1. Approves a boundary adjustment between District Road and Ronaldsay Street (Palmerston) in order to allow for an easy graded recreation track connection.
2. Delegates to the Chief Executive the power necessary to negotiate the boundary adjustment including the creation of easements and land exchange.

CARRIED

Committee Agenda Item – Sale of Leasehold Land to Current Lessee

The report, as circulated to the Committee, sought a recommendation to Council to sell a piece of endowment land, with the proceeds from the sale then available for other Oamaru Endowment purposes.

RESOLVED
WDC 2018/246

Cr Colin Wollstein / Cr Bill Kingan
That Council approves the sale of the fee simple estate in Oamaru Endowment (residential) land at 12 Dee Street Oamaru (Lot: 2DP: 8464) to the current lessee, subject to financial criteria being met.

CARRIED

8. Recommendation from Heritage, Environment and Regulatory Committee Meeting, 20 November 2018

Committee Agenda Item – Public Consultation of Strategic Routes and Priority Thoroughfares

The report, as circulated to the Committee, sought a recommendation that Council approve public consultation on the Strategic Routes and Priority Thoroughfares.

RESOLVED
WDC 2018/247

Cr Jim Hopkins / Cr Guy Percival
That Council:

1. Approves Option 1 to consult with the public during March 2019
2. Approves the draft Statement of Proposal for Consultation, with amendments
3. Approves the Community Engagement Plan
4. Notes that consultation will commence in March 2019 and deliberation dates will align with 2019 Committee Meetings.

CARRIED

9. Recommendation from District Plan Review Committee Meeting, 20 November 2018

Committee Agenda Item – District Plan Review Timeline

The report, as circulated to the District Plan Review Committee, sought a recommendation to Council to determine the District Plan Review process and timeframes from now to formal public notification, and to confirm key stakeholder engagement.

One Councillor believed the officer's recommendation that the Streamline approach be investigated was valid, because it could have offered savings to ratepayers. Several other Councillors had opposing views, and said they supported the first recommendation because it was the best way forward.

RESOLVED
WDC 2018/248

Deputy Mayor Melanie Tavendale / Cr Jan Wheeler
That Council:

1. Does not proceed with Option 1 in the report to the Committee to investigate the Streamline approach for geo-preservation sites and the notification of the proposed district plan in mid-2020.
2. Approves the District Plan Review Option 1 excluding the use of the Streamline approach but including the release of a draft District Plan and timeframes as outlined in the Committee Agenda report.
3. Approves the adoption of the Engagement and Communication Plan, with amendments.

CARRIED

AGAINST: Cr Hugh Perkins

10. Adoption of Dangerous and Insanitary Buildings Policy 2018

The report, as circulated, recommended that Council adopt the Dangerous and Insanitary Buildings Policy 2018, and noted that it would take effect from 10 December 2018.

RESOLVED
WDC 2018/249

Cr Jim Hopkins / Cr Craig Dawson
That Council:

1. Adopts the Dangerous and Insanitary Buildings Policy 2018, with amendments.
2. Notes that the Policy will take effect from 10 December 2018

CARRIED

The Chair directed the meeting straight to Agenda Item 15 for discussion before his departure to attend another event, at which time he would hand over the role of Chair to the Deputy Mayor.

Agenda Items were taken out of order from this point forward. The minutes follow the revised order of agenda items as they were discussed at the meeting.

15. Tourism Waitaki Contract Extension

The report, as circulated, sought Council decisions on a number of financial matters raised by the Tourism Waitaki Limited (TWL) Board at the workshop held on 27 November 2018.

The Chair advised that he had received a Notice of Motion from the Deputy Mayor with proposed changes to the report's recommendation 2 to enable changes to local pricing for the penguin colony.

During the ensuing discussion, the following points were highlighted:

- Local pricing at the penguin colony was in the existing contract, and it had not been an intention of Council, when handing over responsibility for the penguin colony to Tourism Waitaki, that that element would be omitted by the organisation.
- Council had provided additional funding to Tourism Waitaki to enable the new general manager and board to sort out inherited problems. That was ratepayer money, and local pricing at the penguin colony was a small request in return for that support.
- Some Councillors raised concerns about constitutional matters and whether Council, as opposed to the Chief Executive during the contract negotiations with Tourism Waitaki, could request the reinstatement of the local pricing. In reply, it was noted that Council had the right to set service levels for Tourism Waitaki, and to direct the Chief Executive to adhere to those in contract negotiations.
- Future workshops with Tourism Waitaki were planned and would focus on elements of the contract where the views of Council and the Tourism Waitaki Board differed so that matters could be resolved for incorporation into the new service agreement.

At 11.30am, the Chair left the meeting, and Deputy Mayor Melanie Tavendale assumed the role of Acting Chair.

It was also noted that the hours for the event coordinator had been set at a previous workshop based on the events that were known would be work for that role. If there had been an expectation at that time that additional events would be added, then there would likely have been a need for those event coordinator hours to be more than 10 hours a week.

RESOLVED
WDC 2018/250

Deputy Mayor Melanie Tavendale / Cr Craig Dawson
That Council:

1. Notes the recently announced change management plan developed by the board of Tourism Waitaki Limited to reshape the business so that it is fit for purpose.

2. Extends the current service agreement with Tourism Waitaki until 30 June 2019 subject to agreement that the previous local pricing which was in place prior to 1 October 2018 be reinstated for the period of the extension of the current service agreement and an agreed level of events management is provided to Council.
3. Pays the full amount due under the extension in the first month of the extension period.
4. Instructs the Chief Executive to negotiate to ensure that an update of the district tourism strategy be significantly advanced by Tourism Waitaki Limited prior to the development of a new service agreement between Council and Tourism Waitaki Limited.
5. Instructs the Chief Executive to negotiate a revised draft service agreement with Tourism Waitaki Limited, taking account of discussions at future workshops with Councillors on the draft service agreement before negotiations take place, strategies developed, or any other relevant matters or developments, and that the revised agreement be presented to Council for final approval.
6. Confirms the Mayor's authority to provide undertakings required from third parties in relation to Council's ongoing support of Tourism Waitaki's operations while these matters are being addressed.

CARRIED

The Acting Chair then directed the meeting back to Agenda Item 11.

11. Adoption of Alcohol Ban Bylaw 2018

The report, as circulated, recommended that Council adopt the revised Alcohol Ban Bylaw 2018, and noted that it would come into effect from 10 December 2018. Environmental Services Manager Jason Evered introduced the report.

Cr Craig Dawson said he was happy to move the report's recommendations, and Cr Guy Percival said he would second that motion.

Discussion on the motion:

It was suggested that there was a need to make changes to the bylaw under the headings 2.2 and 2.3 to reflect the "unopened bottle or container" references in the Exemptions section at 6.1. Both the mover and seconder agreed to those changes being made, and to inclusion of the words "with additions" to recommendation 1.

RESOLVED

WDC 2018/251

Cr Craig Dawson / Cr Guy Percival

That Council:

1. Adopts the Alcohol Ban Bylaw 2018, with additions
2. Notes that the Policy will take effect from 10 December 2018.

CARRIED

At 11.42am, the Acting Chair directed the meeting forward to item 13.

13. Warrants of Appointment

RESOLVED

WDC 2018/252

Cr Craig Dawson / Cr Guy Percival

That, subject to successful Police Vetting clearances, Waitaki District Council resolves as follows:

- 1) Waitaki District Council hereby appoints **Genevieve Naomi Paisley** (3 Waters Department) as:
 - a) An 'Enforcement Officer' under Section 177 of the Local Government Act 2002 with authority to exercise the following powers:
 - i) Entry of private land or building other than a dwellinghouse (s171);

- ii) Entry of land or building (including dwellinghouse, if accompanied by a constable) for enforcement purposes (s172);
 - iii) Entry of land or buildings in cases of emergency (s173); and
 - iv) Authority to act (s174).
 - b) An 'Enforcement Officer' under Section 38 of the Resource Management Act 1991 with authority to exercise all the powers of an Enforcement Officer under the Resource Management Act 1991, and in particular the following powers:
 - i) Avoid, remedy or mitigate adverse effects (s17);
 - ii) Acquire information (s22);
 - iii) Serve abatement notices (s322);
 - iv) Compliance with abatement notices (power to seize, if with a constable) (s323);
 - v) Issue and effect of excessive noise direction (s327);
 - vi) Compliance with an excessive noise direction (s328);
 - vii) Take preventative or remedial action (s330);
 - viii) Carry out, at any reasonable time, inspections of any place or structure (except a dwelling house) (s332);
 - ix) Enter for survey (s333); and
 - x) Issue infringement notices (s343C).
 - c) A 'Litter Control Officer' under Section 5 of the Litter Act 1979 with authority to exercise all the powers of a Litter Control Officer under the Litter Act 1979.
- 2) Waitaki District Council hereby appoints **Katrina Dawn Clark** (Planning Department) as:
- a) An 'Enforcement Officer' under Section 177 of the Local Government Act 2002 with authority to exercise the following powers:
 - i) Entry of private land or building other than a dwellinghouse (s171);
 - ii) Entry of land or building (including dwellinghouse, if accompanied by a constable) for enforcement purposes (s172);
 - iii) Entry of land or buildings in cases of emergency (s173); and
 - iv) Authority to act (s174).
 - b) An 'Enforcement Officer' under Section 38 of the Resource Management Act 1991 with authority to exercise all the powers of an Enforcement Officer under the Resource Management Act 1991, and in particular the following powers:
 - i) Avoid, remedy or mitigate adverse effects (s17);
 - ii) Acquire information (s22);
 - iii) Serve abatement notices (s322);
 - iv) Compliance with abatement notices (power to seize, if with a constable) (s323);
 - v) Issue and effect of excessive noise direction (s327);
 - vi) Compliance with an excessive noise direction (s328);
 - vii) Take preventative or remedial action (s330);
 - viii) Carry out, at any reasonable time, inspections of any place or structure (except a dwelling house) (s332);
 - ix) Enter for survey (s333); and
 - x) Issue infringement notices (s343C).
 - c) A 'Litter Control Officer' under Section 5 of the Litter Act 1979 with authority to exercise all the powers of a Litter Control Officer under the Litter Act 1979.
- 3) Waitaki District Council hereby appoints **Anna Jane McKenzie** (Planning Department) as:
- a) An 'Enforcement Officer' under Section 177 of the Local Government Act 2002 with authority to exercise the following powers:
 - i) Entry of private land or building other than a dwellinghouse (s171);
 - ii) Entry of land or building (including dwellinghouse, if accompanied by a constable) for enforcement purposes (s172);
 - iii) Entry of land or buildings in cases of emergency (s173); and
 - iv) Authority to act (s174).

- b) An 'Enforcement Officer' under Section 38 of the Resource Management Act 1991 with authority to exercise all the powers of an Enforcement Officer under the Resource Management Act 1991, and in particular the following powers:
 - i) Avoid, remedy or mitigate adverse effects (s17);
 - ii) Acquire information (s22);
 - iii) Serve abatement notices (s322);
 - iv) Compliance with abatement notices (power to seize, if with a constable) (s323);
 - v) Issue and effect of excessive noise direction (s327);
 - vi) Compliance with an excessive noise direction (s328);
 - vii) Take preventative or remedial action (s330);
 - viii) Carry out, at any reasonable time, inspections of any place or structure (except a dwelling house) (s332);
 - ix) Enter for survey (s333); and
 - x) Issue infringement notices (s343C).
 - c) A 'Litter Control Officer' under Section 5 of the Litter Act 1979 with authority to exercise all the powers of a Litter Control Officer under the Litter Act 1979.
- 4) Waitaki District Council hereby appoints **Ramanpreet Singh** (an employee of North Otago Security Services Ltd – a contractor to Council) as:
- a) An 'Enforcement Officer' under Section 177 of the Local Government Act 2002 with authority to exercise the following powers:
 - i) Entry of private land or building other than a dwellinghouse (s171);
 - ii) Entry of land or building (including dwellinghouse, if accompanied by a constable) for enforcement purposes (s172);
 - iii) Entry of land or buildings in cases of emergency (s173); and
 - iv) Authority to act (s174).
 - b) An 'Enforcement Officer' under Section 38 of the Resource Management Act 1991 with authority to exercise all the powers of an Enforcement Officer under the Resource Management Act 1991, and in particular the following powers:
 - i) Acquire information (s22);
 - ii) Serve abatement notices (s322);
 - iii) Compliance with abatement notices (power to seize, with a constable) (s323);
 - iv) Issue and effect of excessive noise direction (s327);
 - v) Compliance with an excessive noise direction (s328);
 - vi) Carry out, at any reasonable time, inspections of any place or structure (except a dwelling house) (s332);
 - vii) Enter for survey (s333); and
 - viii) Issue infringement notices (s343C).

CARRIED

14. Introduction to PayMyPark

The report, as circulated, sought Council's approval to allow for parking fees to be collected through Mobile apps/Online and/or web-based sites.

Environmental Services Manager Jason Evered introduced the report, and Programme Manager Richard Maher explained how the app worked. The app was already in operation in Timaru and Dunedin and it had been well received in both places. Most people found it very convenient; it was especially great for those without coins in their pocket. It was noted that all the updates on payments were available to wardens on their phones.

RESOLVED
WDC 2018/253

Cr Jim Hopkins / Cr Bill Kingan
That Council:

1. Approves Mobile apps/Online and/or web-based sites as acceptable methods for payment of parking fees.
2. Notes that when the Roding Bylaw 2013 is reviewed during 2019, Mobile apps/Online and/or web-based sites will be included as a valid payment method.
3. Notes that Mobile apps/Online and/or web-based sites will be available to the public before Christmas (if approved).
4. Notes the requirements of 5.2.4 Roding Bylaw 2013 (as noted in **Appendix 1**) and approves changes to signage.

CARRIED

The Acting Chair then directed the meeting forward to Agenda Item 16.

16. Waitaki Whitestone Global Geopark Update

The memorandum report, as circulated, presented information on the current status and the future work and activity streams of the Geopark project.

Economic Development Manager Gerard Quinn introduced the report. The following points were highlighted during the ensuing discussion:

The development of the master plan would include consideration of costs and who bears them. The Chief Executive had met with Professor Julian Hayes at Massey, who had undertaken to escalate the conversation to the entire university to establish a link between it and the Waitaki Whitestone Geopark. Their interest was in geogastronomy and leveraging the profitability of our primary producers in the district by encouraging others to associate with it. The intention was to invite Federated Farmers, local businesses (eg Topflite and Milligans) to have early discussions with Massey to discuss capability, diversification of production and agriculture, and opportunities for beef and lamb that might not otherwise have been there.

The Mayor rejoined the meeting and resumed the role of Chair.

- The team was looking into issues like Council's liability for the protection of geosites.
- Mr Quinn also gave an overview of the Waitaki Whitestone Global Geopark application to UNESCO; what was unique about it; how the logo had been developed; the dossier contents.
- The Chief Executive added that the dossier had been submitted on 27 November, three days ahead of the deadline. The expert advisory panel had commended its detail and due diligence and assessed it as "outstanding". Specific mention was made of the engagements throughout the process, right up to Ministerial level, and the fact that Memoranda of Understanding were being established with key stakeholders.
- Mr Quinn also advised that the Waitaki Whitestone Geopark Trust and company were being established, with approval of the constitution for the company expected this side of Christmas. Achieving the best mix of Trustees would be a key priority in the new year. The Trust's income would be only government funding. Mayor Kircher added that Council was pursuing the WWG on behalf of the community, because it was believed it would provide important economic development opportunities to the whole district.

It was suggested that the Economic Development Manager follow up with Dunedin officials about how it was utilising the UNESCO brand with its City of Literature accreditation and investigate opportunities through that initiative for the Oamaru Opera House, for example. It was noted that the University of Otago was also in the process of establishing itself as New Zealand's foremost UNESCO university for sustainability, which also provided more strength and opportunities to the WWG story.

ACTION: Economic Development Manager

RESOLVED
WDC 2018/254

Cr Hugh Perkins / Cr Peter Garvan
That Council receives the information.

CARRIED

The Chair thanked Mr Quinn for his presentation and advised that Councillors very much appreciated what he and his team were doing. The dossier and ongoing work were of “fantastic quality”, and Council was very pleased with the progress that had been made so far in seeking UNESCO global geopark status for the Waitaki district.

At 12.24pm, the Chair directed the meeting back to Agenda Item 12.

12. Waitaki Resource Recovery Trust Funding Request

The report, as circulated, recommended that Council consider a request from the Waitaki Resource Recovery Trust (WRRT) for financial assistance. Manager Dave Clare was present for this item.

The Chair advised that this was a challenging time in the recycling industry, and WRRT was asking for some assistance. He invited Mr Clare to speak to his report.

Mr Clare advised that it was a fine line for the Trust between charging more and having things fly-tipped. They were working with major players in the market, and everyone was cooperating fully. It was hoped that shipments would begin into South-east Asia in January.

It was noted that the district was taking on recycling seriously now – 3000 tonnes had been diverted from landfill last year alone. A baler had been purchased to assist with the volume, which had made a big difference to workflow. The rest of the operation was “running on the smell of an oily rag”. The proposed development would make things easier to manage, as there would be defined areas for each part of the operation.

The Chair congratulated the Trust on the significant social benefit that it was delivering to the district. He noted that Council had not provided increased funding to the operation in the past because it had been able to sustain itself through growth. The current situation was really a failure of the international recycling market. Council was keen to see the operation succeed and recognised there was a need to be commercial about supporting that.

RESOLVED
WDC 2018/255

Deputy Mayor Melanie Tavendale / Cr Peter Garvan
That Council:

1. Provides the Waitaki Resource Recovery Trust with a one-off grant of \$55,000, to cover loss of income in the current financial year, funded from the waste minimisation reserve.
2. Provides the Waitaki Resource Recovery Trust with a one-off grant of \$30,000, to reimburse the cost of a second baler purchased in 2017, funded from the waste minimisation reserve.
3. Increases the annual grant to the Waitaki Resource Recovery Trust from \$220,000 to \$242,000 effective from 1 January 2019 onwards and adjusts the annual plan accordingly;
4. Agrees that the \$11,000 contribution from the current financial year be funded from the waste minimisation reserve.

CARRIED

At 12.37pm, the Chair adjourned the meeting for lunch, and advised that the meeting would come back into Public Excluded session.

The Chair reconvened the meeting at 1.33pm and signalled his intention to move into Public Excluded via the resolution under Agenda Item 17.

17. Resolution to Exclude the Public

RESOLVED
WDC 2018/256

Cr Jim Hopkins / Cr Colin Wollstein
That the public be excluded from the following part of the proceedings of this meeting, namely agenda items 18, 19, 20, 21, 22 and 23.

The general subject of each matter to be considered while the public is excluded; the reasons for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter – Section 48(1)
Public Excluded:	
18. Confirmation of Public Excluded Meeting Minutes – Council Meeting 30 October 2018 PE	To protect the privacy of natural persons. Section 48(1)(a) (The disclosure of the information would cause unnecessary personal embarrassment to the persons concerned.)
19. Recommendations from Executive Committee Meeting, 25 September 2018 PE	To enable the Council to carry out negotiations without prejudice or disadvantage. Section 48(1)(a) (Premature disclosure of the information would detrimentally affect the Council's position in the negotiations.)
20. Recommendation from Executive Committee Meeting, 20 November 2018 PE	
21. Recommendation from Assets Committee Meeting, 20 November 2018 PE	
22. Upper and Lower Waitaki Zone Committee Refresh Reports PE	
23. Decisions Regarding Release of Public Excluded Information PE	

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

CARRIED

Public Excluded Minutes apply

24. Resolution to Return to the Public Meeting

RESOLVED
WDC 2018/266

Deputy Mayor Melanie Tavendale / Cr Colin Wollstein
That Council resumes in open meeting and decisions made in public excluded session are confirmed and made public as and when required and considered.

CARRIED

25. Release of Previously Public Excluded Information

In accordance with Clause 17.5 of the Waitaki District Council Standing Orders 2016 to 2019, and pursuant to Resolution WDC 2018/265 of this meeting, Council agreed to release in the public minutes of this 4 December 2018 Council Meeting the following previously public excluded information:

18. Confirmation of Public Excluded Meeting Minutes PE

RESOLVED
WDC 2018/258

Cr Jim Hopkins / Cr Jeremy Holding
That Council confirms public excluded minutes of the
30 October 2018 Council meeting, as circulated, as a true and correct
record.

CARRIED

There being no further business, the Chair declared the meeting closed at 2.20pm.

TO BE CONFIRMED at the Council Meeting to be held on the 19th day of February 2019 in the Council Chamber, Third Floor, Office of the Waitaki District Council, 20 Thames Street, Oamaru.

Chairperson

Waitaki District Council**Extraordinary Council**

**UNCONFIRMED MINUTES of
an Extraordinary Meeting of the Waitaki District Council
held in the Council Chamber, Third Floor,
Office of the Waitaki District Council, 20 Thames Street, Oamaru,
on Tuesday 5 February 2019 at 8.45am**

Present	Mayor Gary Kircher (Chair), Deputy Mayor Melanie Tavendale, Cr Peter Garvan, Cr Jeremy Holding (from 8.50am), Cr Jim Hopkins, Cr Bill Kingan, Cr Guy Percival, Cr Hugh Perkins, and Cr Jan Wheeler
Apologies	Cr Craig Dawson and Cr Colin Wollstein (approved leave of absence)
In Attendance	Neil Jorgensen (Assets Group Manager / Deputy Chief Executive) Lisa Baillie (People and Culture Group Manager) Lichelle Guyan (Heritage, Environment and Regulatory Group Manager) Ainslee Hooper (Governance Advisor)

The Chair declared the meeting open at 8.45am and welcomed everyone present.

1. Apologies

RESOLVED
WDC 2019/001

Cr Bill Kingan / Cr Jim Hopkins
That Council accepts apologies from Cr Craig Dawson and Cr Colin Wollstein who are each absent on approved leave of absence, and an apology from Cr Jeremy Holding for lateness.

CARRIED

2. Declarations of Interest

There were no declarations of interest.

Intern presentation by Danielle van Duin

Danielle had been an intern at Waitaki District Council for the last six months. Her main tasks were in assisting the UNESCO Global Geopark effort, and on sustainable tourism and development projects. On her first day, she joined the tour of the Waitaki Whitestone UNESCO Global Geopark sites with other staff and UNESCO officials. She had also researched other geoparks and discovered that the Burren and Cliffs of Moher Geopark in Ireland had set up a programme called "GeoparkLife", which had created a sustainable destination brand and guidelines. The latter included a "Social Licence to Operate", which she had researched further for application to the Waitaki Whitestone Geopark. It is a tool for businesses to use to engage in sustainable tourism development. With the help of a book written on the subject, Danielle had written a strategy plan for Waitaki's geopark and proposed that Waitaki also does a "Social Licence to Operate" survey in the future based on her intern work.

Cr Jeremy Holding joined the meeting at 8.50am.

Danielle had also volunteered at the Palmerston Field Days, and had dressed up "quite a lot of times" (which she had never done before, but enjoyed) – for the Victorian Fete and the Courthouse opening. Along with colleagues, she had featured on the front page of the local page in full Victorian costume, which had been a "cool accomplishment". With regard to her sustainable development project, she had estimated that Council used around 6000 plastic cups a year for coffee, which had a significant cost on the environment. She put forward a proposal that Council purchase company-branded reusable cups for all of its employees, which was approved by the Executive Management Team and

the cups have now been ordered. Danielle had also, with fellow intern Arianne, been working in Council's social media spaces, in particular Instagram. They had become really active by following other businesses in the region, organising photography trips and posting their photographs to Instagram. Over the six-month period, they have gained more than 1300 followers.

Danielle had also visited Queenstown to ski ("one of the best trips I have ever done"), and from the top of the mountain overlooking Lake Wakatipu had "the most incredible view I have ever seen". With Arianne, she had travelled to the North Island too, and they had attended the Rhythm and Vines event. Overall, Danielle said she had learned a lot – about places and herself, seen some "amazing places" and made some wonderful new friends.

In response to questions from Councillors, Danielle advised that she would be travelling back to Holland via Australia, and would then do a Masters degree, perhaps in Industrial Ecology.

Mayor Gary Kircher thanked Danielle for her presentation and for the work she had done which would be valuable to the district. He presented her with her signed Internship Completion certificate and wished her all the very best for her future. Deputy Chief Executive Neil Jorgensen also congratulated Danielle for her contribution to the work of Council, and for her presentation. Mr Jorgensen then presented Danielle with a gift as a memento of her time in Waitaki.

At 9.00am, the Chair directed the meeting to Agenda Item 3.

3. Warrants of Appointment

The report, as circulated, sought Council's approval to provide enforcement powers for five employees of FIRST Security (a contractor to Council) and a building control contractor to Council.

In response to comments on the extent of powers being given to the security firm, it was noted that, with security contractors, the police vetting had already occurred, as well as drug and alcohol testing, before the warrant applications came to Council. In terms of the scope of enforcement powers being sought in the warrants, it was also noted that Council had obligations under the law and in line with public expectations to be able to exercise such powers and could not meet those obligations if the warrants were not in place.

It was also clarified that the legal clause cited in the additional decision-making considerations of the agenda report required contractors to be escorted by Police when they were seizing assets from private property (eg a stereo), but not when they were seizing, for example, vehicles which were on Council or public land.

As a final remark, the Chair noted that it was through the efforts of Cr Percival who had voiced his concerns about the warrants process for some time which had led to the fine-tuning and additional controls that the process was now as robust as it could be. Council needed to enforce its bylaws and meet legal requirements and public expectations, and the warrants process was a critical part of that. He thanked all Councillors for contributing to the discussion and said that he believed there was now an opportunity to move forward and accept that warrants of appointment were a requirement of the work that some officers did.

RESOLVED

WDC 2019/002

Cr Hugh Perkins / Cr Jim Hopkins

That, subject to successful Police Vetting clearances, Waitaki District Council resolves as follows:

- 1) Waitaki District Council hereby appoints **Robert Anson** (an employee of FIRST Security – a contractor to Council) as:
 - a) An 'Enforcement Officer' under Section 177 of the Local Government Act 2002 with authority to exercise the following powers:
 - i) Enter private land or buildings other than a dwellinghouse (s171);
 - ii) Enter land or buildings (including dwellinghouse, if accompanied by a constable) for enforcement purposes (s172);
 - iii) Enter land or buildings in cases of emergency (s173); and
 - iv) Authority to act (s174).

- b) An 'Enforcement Officer' under Section 38 of the Resource Management Act 1991 with authority to exercise all the powers of an Enforcement Officer under said Act, and in particular the following powers:
 - i) Avoid, remedy or mitigate adverse effects on the environment (s17);
 - ii) Acquire information from anyone who has breached obligations under this Act (s22);
 - iii) Serve abatement notice on any person doing or commencing anything likely to contravene this Act (s322);
 - iv) Enter place of noise source (including a dwellinghouse, if accompanied by a constable) and seize/impound noise source (s323);
 - v) Direct person responsible for excessive noise to immediately reduce noise to a reasonable level (s327);
 - vi) Seize, remove, render inoperable, lock or seal any source of excessive noise (if accompanied by a constable) (s328);
 - vii) Take preventative or remedial action (s330);
 - viii) Carry out, at any reasonable time, inspections of any place or structure (except a dwelling house) (s332);
 - ix) Enter for surveys, tests, or investigations (except a dwellinghouse) (s333); and
 - x) Issue infringement notices (s343C).
 - c) A 'Dog Control Officer' under Section 11 of the Dog Control Act 1996 with authority to exercise all the powers of a Dog Control Officer under said Act.
 - d) An 'Enforcement Officer' under Section 32 of the Freedom Camping Act 2011 with authority to exercise all the powers of an Enforcement Officer under said Act, and in particular the following powers:
 - i) Issue infringement notices for offences (s27);
 - ii) Direct person committing an offence to provide certain information (s35);
 - iii) Require person committing an offence to leave local authority or conservation land area (s36); and
 - iv) Seize or impound boat, caravan, car, campervan, housetruck or other motor vehicle as is necessary for compliance under this Act (s38).
- 2) Waitaki District Council hereby appoints **Christine Anne Smith** (an employee of FIRST Security – a contractor to Council) as:
- a) An 'Enforcement Officer' under Section 177 of the Local Government Act 2002 with authority to exercise the following powers:
 - i) Entry of private land or building other than a dwellinghouse (s171);
 - ii) Entry of land or building (including dwellinghouse, if accompanied by a constable) for enforcement purposes (s172);
 - iii) Entry of land or buildings in cases of emergency (s173); and
 - iv) Authority to act (s174).
 - b) An 'Enforcement Officer' under Section 38 of the Resource Management Act 1991 with authority to exercise all the powers of an Enforcement Officer under said Act, and in particular the following powers:
 - i) Avoid, remedy or mitigate adverse effects on the environment (s17);
 - ii) Acquire information from anyone who has breached obligations under this Act (s22);
 - iii) Serve abatement notice on any person doing or commencing anything likely to contravene this Act (s322);
 - iv) Enter place of noise source (including a dwellinghouse, if accompanied by a constable) and seize/impound noise source (if accompanied by a constable) (s323);
 - v) Direct person responsible for excessive noise to immediately reduce noise to a reasonable level (s327);
 - vi) Seize, remove, render inoperable, lock or seal any source of excessive noise (if accompanied by a constable) (s328);

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- vii) Take preventative or remedial action (s330);
 - viii) Carry out, at any reasonable time, inspections of any place or structure (except a dwelling house) (s332);
 - ix) Enter for surveys, tests, or investigations (except a dwellinghouse) (s333); and
 - x) Issue infringement notices (s343C).
- c) An 'Enforcement Officer' under Section 32 of the Freedom Camping Act 2011 with authority to exercise all the powers of an Enforcement Officer under said Act, and in particular the following powers:
- i) Issue infringement notices for offences (s27);
 - ii) Direct person committing an offence to provide certain information (s35);
 - iii) Require person committing an offence to leave local authority or conservation land area (s36); and
 - iv) Seize or impound boat, caravan, car, campervan, housetruck or other motor vehicle as is necessary for compliance under this Act (s38).
- 3) Waitaki District Council hereby appoints **Adonijah Squires** (an employee of FIRST Security – a contractor to Council) as:
- a) An 'Enforcement Officer' under Section 177 of the Local Government Act 2002 with authority to exercise the following powers:
- i) Entry of private land or building other than a dwellinghouse (s171);
 - ii) Entry of land or building (including dwellinghouse, if accompanied by a constable) for enforcement purposes (s172);
 - iii) Entry of land or buildings in cases of emergency (s173); and
 - iv) Authority to act (s174).
- b) An 'Enforcement Officer' under Section 38 of the Resource Management Act 1991 with authority to exercise all the powers of an Enforcement Officer under said Act, and in particular the following powers:
- i) Avoid, remedy or mitigate adverse effects on the environment (s17);
 - ii) Acquire information from anyone who has breached obligations under this Act (s22);
 - iii) Serve abatement notice on any person doing or commencing anything likely to contravene this Act (s322);
 - iv) Enter place of noise source (including a dwellinghouse, if accompanied by a constable) and seize/impound noise source (if accompanied by a constable) (s323);
 - v) Direct person responsible for excessive noise to immediately reduce noise to a reasonable level (s327);
 - vi) Seize, remove, render inoperable, lock or seal any source of excessive noise (if accompanied by a constable) (s328);
 - vii) Take preventative or remedial action (s330);
 - viii) Carry out, at any reasonable time, inspections of any place or structure (except a dwelling house) (s332);
 - ix) Enter for surveys, tests, or investigations (except a dwellinghouse) (s333); and
 - x) Issue infringement notices (s343C).
- c) An 'Enforcement Officer' under Section 32 of the Freedom Camping Act 2011 with authority to exercise all the powers of an Enforcement Officer under said Act, and in particular the following powers:
- i) Issue infringement notices for offences (s27);
 - ii) Direct person committing an offence to provide certain information (s35);
 - iii) Require person committing an offence to leave local authority or conservation land area (s36); and
 - iv) Seize or impound boat, caravan, car, campervan, housetruck or other motor vehicle as is necessary for compliance under this Act (s38).

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- 4) Waitaki District Council hereby appoints **Narissa Celine Blair** (an employee of FIRST Security – a contractor to Council) as:
- a) An 'Enforcement Officer' under Section 177 of the Local Government Act 2002 with authority to exercise the following powers:
 - i) Entry of private land or building other than a dwellinghouse (s171);
 - ii) Entry of land or building (including dwellinghouse, if accompanied by a constable) for enforcement purposes (s172);
 - iii) Entry of land or buildings in cases of emergency (s173); and
 - iv) Authority to act (s174).
 - b) An 'Enforcement Officer' under Section 38 of the Resource Management Act 1991 with authority to exercise all the powers of an Enforcement Officer under said Act, and in particular the following powers:
 - i) Avoid, remedy or mitigate adverse effects on the environment (s17);
 - ii) Acquire information from anyone who has breached obligations under this Act (s22);
 - iii) Serve abatement notice on any person doing or commencing anything likely to contravene this Act (s322);
 - iv) Enter place of noise source (including a dwellinghouse, if accompanied by a constable) and seize/impound noise source (if accompanied by a constable) (s323);
 - v) Direct person responsible for excessive noise to immediately reduce noise to a reasonable level (s327);
 - vi) Seize, remove, render inoperable, lock or seal any source of excessive noise (if accompanied by a constable) (s328);
 - vii) Take preventative or remedial action (s330);
 - viii) Carry out, at any reasonable time, inspections of any place or structure (except a dwelling house) (s332);
 - ix) Enter for surveys, tests, or investigations (except a dwellinghouse) (s333); and
 - x) Issue infringement notices (s343C).
 - c) An 'Enforcement Officer' under Section 32 of the Freedom Camping Act 2011 with authority to exercise all the powers of an Enforcement Officer under said Act, and in particular the following powers:
 - i) Issue infringement notices for offences (s27);
 - ii) Direct person committing an offence to provide certain information (s35);
 - iii) Require person committing an offence to leave local authority or conservation land area (s36); and
 - iv) Seize or impound boat, caravan, car, campervan, housetruck or other motor vehicle as is necessary for compliance under this Act (s38).
- 5) Waitaki District Council hereby appoints **Martin John Craigen** (an employee of FIRST Security – a contractor to Council) as:
- a) An 'Enforcement Officer' under Section 177 of the Local Government Act 2002 with authority to exercise the following powers:
 - i) Entry of private land or building other than a dwellinghouse (s171);
 - ii) Entry of land or building (including dwellinghouse, if accompanied by a constable) for enforcement purposes (s172);
 - iii) Entry of land or buildings in cases of emergency (s173); and
 - iv) Authority to act (s174).
 - b) An 'Enforcement Officer' under Section 38 of the Resource Management Act 1991 with authority to exercise all the powers of an Enforcement Officer under said Act, and in particular the following powers:
 - i) Avoid, remedy or mitigate adverse effects on the environment (s17);
 - ii) Acquire information from anyone who has breached obligations under this Act (s22);

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- iii) Serve abatement notice on any person doing or commencing anything likely to contravene this Act (s322);
 - iv) Enter place of noise source (including a dwellinghouse, if accompanied by a constable) and seize/impound noise source (if accompanied by a constable) (s323);
 - v) Direct person responsible for excessive noise to immediately reduce noise to a reasonable level (s327);
 - vi) Seize, remove, render inoperable, lock or seal any source of excessive noise (if accompanied by a constable) (s328);
 - vii) Take preventative or remedial action (s330);
 - viii) Carry out, at any reasonable time, inspections of any place or structure (except a dwelling house) (s332);
 - ix) Enter for surveys, tests, or investigations (except a dwellinghouse) (s333); and
 - x) Issue infringement notices (s343C).
- c) An 'Enforcement Officer' under Section 32 of the Freedom Camping Act 2011 with authority to exercise all the powers of an Enforcement Officer under said Act, and in particular the following powers:
- i) Issue infringement notices for offences (s27);
 - ii) Direct person committing an offence to provide certain information (s35);
 - iii) Require person committing an offence to leave local authority or conservation land area (s36); and
 - iv) Seize or impound boat, caravan, car, campervan, housetruck or other motor vehicle as is necessary for compliance under this Act (s38).
- 6) Waitaki District Council hereby appoints **Shane Allan Hammond** (a building control contractor to Council) as:

An 'Agent' under Section 90 of the Building Act 2004 with the following powers of an Agent:

At all times during normal working hours or while building work is being done, to inspect –

- a) Land on which building work is being or is proposed to be carried out;
- b) Building work that has been or is being carried out on or off the building site; and
- c) Any building.

CARRIED
AGAINST: Cr Guy Percival

There being no further business, the Chair declared the meeting closed, at 9.11am.

TO BE CONFIRMED at the Council Meeting to be held on the 19th day of February 2019, in the Council Chamber, Third Floor, Office of the Waitaki District Council, 20 Thames Street, Oamaru.

Chairperson

Waitaki District Council Memorandum

From Mayor Gary Kircher

Date 19 February 2019

Mayor's Report

Recommendation

That Council receives and notes the information.

Purpose

The following comments are provided to bring Councillors and the public up-to-date with a number of issues and happenings that have arisen since the last Council meeting on 4 December 2018.

Oamaru Hospital

As one of our Council Controlled Organisations, we have a higher-than-usual interest in our local hospital. In recent times, we have met with the board and management where they have shared their vision for a better hospital offering more services, safely and efficiently.

At the moment, there is a lot of angst, and even anger in the community as the board carries out what they see is necessary to get them into that position. This is due to the extensive restructure proposal that the hospital management has come up with and put to staff. Understandably, it is an upsetting time for staff and by extension, the community. The health system is a complicated beast and this restructure proposal reflects that. It is difficult to understand the workings of the hospital with its many departments, its 24-hour operation, the wide range of roles within the hospital, and the qualifications and abilities required to carry out the varied tasks.

Unfortunately, the Council is getting drawn into the debate as we are both the owners (on behalf of the community) and the elected leaders of the community. My vision for the hospital is simple – To provide the best possible health services for the people of Waitaki. It is why we own the hospital, it is why we monitor its performance and spend the time on it that we do, and it is why we have been very involved in the development of the Observatory Retirement Village. Like many in our community, I will fight for the future of the hospital!

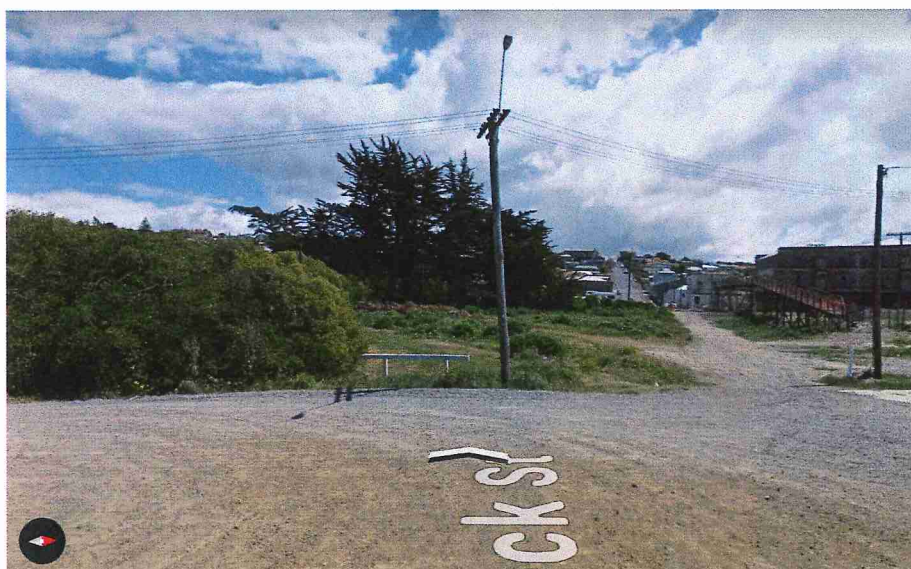
However... the angst at the moment is because our community does not know what the vision of the board is. It has not been communicated to the wider public, and actions are being taken which seem to be in opposition to achieving better, safer services for the hospital. More has to be done to convey the vision, and to tie in actions being taken to how they will help achieve it. I am doing what I can to help, but when the Council has appointed a board to get on with delivering the service, we are limited in what we can do. We will continue to monitor the situation and do what we can to help the board provide a better service for our community than what we have.



Oamaru Harbour and Heritage Quarter Strategy – Update

Having gone through a very successful initial engagement process, we are now faced with some hard decisions to make on how we now mould all of that information into a draft plan to go out to the public for consultation and feedback. As I have told our community, it is important for them to have a say in the final document. The question is – to what level of detail do we go to in the masterplan? – because essentially this is a case of having to decide how long the piece of proverbial string is.

At today's Council meeting, we have a number of options to consider around that level of detail, and the professional services required to get it. I have to admit that it was a surprise to find out that this was not included in our original project, but the cost of getting a good job is the cost, and we need to complete this job. I look forward to going out to the public with a comprehensive plan which has good guidelines, good protections, and which will help inform us and the next Council when decisions have to be made. It will of course require updating from time to time, but it should become the guiding document for the next twenty years or more.



A reminder of how it used to be...

Our parks contract

In my last Oamaru Mail column, I was critical of how poor a number of our parks and gardens were looking. After more than two years of defending our decision to change contractor, it was another growth period where our contractor just could not keep up. I was frustrated, our staff were frustrated, the public was frustrated; it reflected poorly on Council and enough was enough. My comments were aimed at the contractor's management, as I acknowledged the good people they have on the ground

here in Waitaki, and the good people we have working for us in our Parks and Recreation department. Unfortunately, it did not come across that way to everyone and I apologise to those who felt that way.

There are some great things happening – North Otago Cricket tells me that its grounds have never been better in the past ten years, and I have been told that N.O. Tennis is also very happy with how its courts have been maintained.

The further good news is that there has now been some action at the contractor's head office and I had a meeting with their national manager for open spaces contracts. He acknowledged some of the shortcomings and apologised for the situation getting to where it did. We talked about how we can avoid this situation arising again and how we can work together more closely to manage the challenges of high-growth periods. I came away from the meeting feeling more confident that this can be sorted, that we get what was agreed in the contract, and that our public get the level of amenities they are paying for.

I want to thank Erik van der Spek and his team for their good work which includes many parks, reserves, public toilets, sports grounds, rubbish bins and more across Waitaki. It is a huge job, and it is very appreciated by many.

Tuia Programme

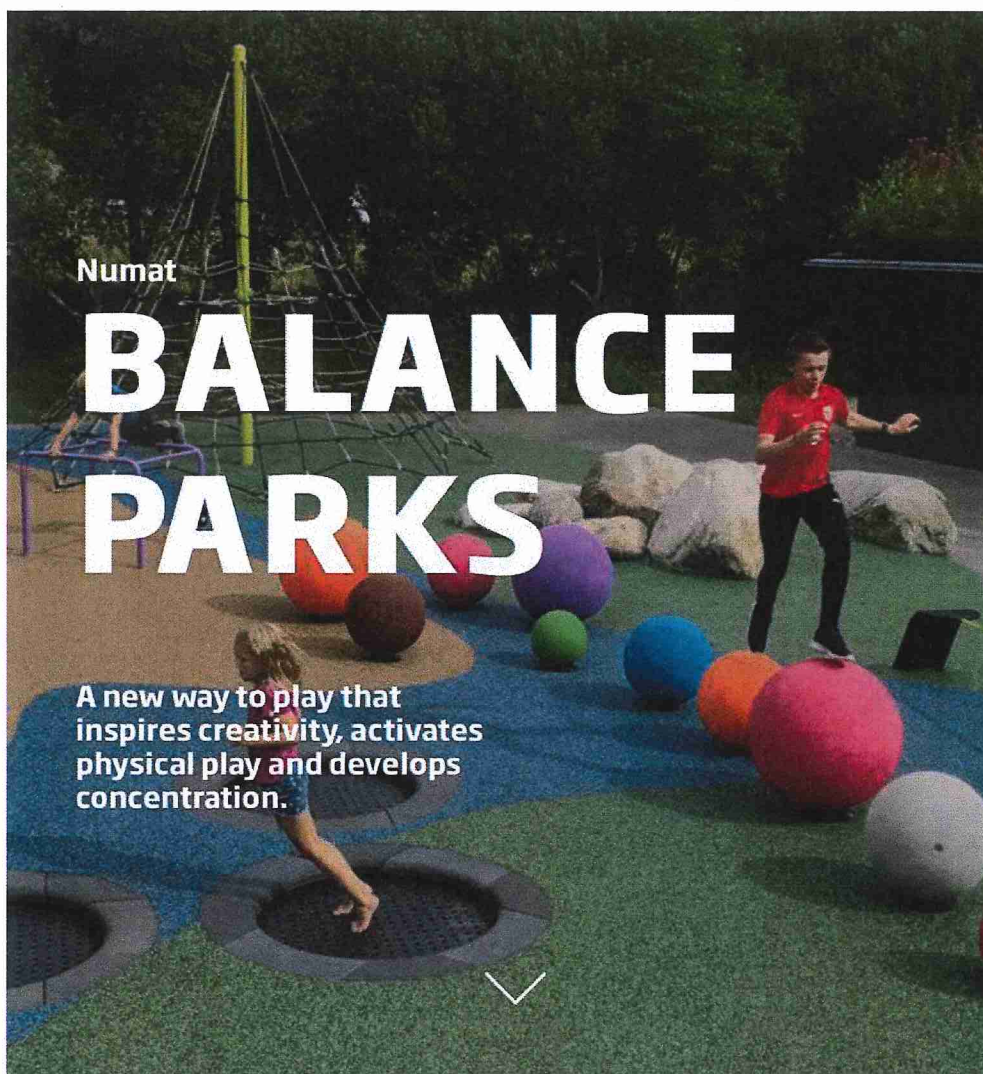
The Tuia Programme is being run under the umbrella of the Mayors' Taskforce for Jobs. It is a leadership mentoring programme targeted at young Maori and has been running for the past several years. I have decided to participate this year, because of the value that other Mayors are telling me they get out of it. Although it is about the Mayor mentoring the young person, it is in fact a two-way exchange with many Mayors saying they get as much out of it as they put in.

In addition to the mentoring, there are several wananga (leadership training sessions) that the rangatahi (young person) goes to, getting to meet all of the other participants and learning how to become better leaders in their communities.

To select a local rangatahi, I asked a couple of local contacts for potential applicants, and was pleased to get a list of around a dozen names. That was then whittled down, and I met with three young people. All showed good promise and it was actually a much more difficult decision than I had expected. In the end, Irihapeta Parker-Davies was chosen and she was pleased to accept. Iri, as she is known, was head girl at Waitaki Girls' High a few years ago and is employed locally as a dental assistant. She is of Ngai Tahu descent and regularly attends Te Runanga O Moeraki meetings. I look forward to introducing Iri to Councillors soon.

Thanks Numat!

Although you all know about the new balance park play area at the Steampunk Playground, I want to again thank Numat for their generous donation to our community. This innovative, local company has made a name for itself through its excellent products, originally in the farming industry, but more recently with its brightly coloured safety matting for playgrounds. The balance park concept is an imported one and it promises to be an excellent addition to their range. It is a lot of fun, it is challenging, and as we have seen with our example, it is very versatile. Numat has been able to come up with more muted colours to suit the Steampunk Playground and the new area is being well used and enjoyed by young and old! Just as our community relies on many wonderful volunteers to help make it great, we also are lucky to have some very generous companies that add value to what we have.



Waitangi Day

In recent years, Waitangi Day in the southern region has been celebrated by Ngai Tahu in one location, with the venue moving to a different location each year. This year it was the turn of Queenstown to host the event, the first time there, and the first time it was held away from the coast. As a sign of the significance of celebrating the day as a region, the Mayors of Southland and Otago have agreed to take part whenever possible, and whilst it takes us away from our own districts on the day, it is a great sign of solidarity for the south.

The weather was excellent in Queenstown, the scenery from the rugby ground venue was spectacular, and given that we walked to the ground, the traffic was tolerable. We were welcomed onto the ground in the traditional way, and the welcome and speeches were made. The Crown was represented by MPs from Labour, National, and New Zealand First, and Mayors and regional Chairs were almost all there.

The entertainment was excellent, as was the kai. One of the good opportunities of these events is of course the chance to cement the partnership we have with Maori, and our presence was appreciated. I managed to have a number of good discussions, including with Mark Patterson who represented New Zealand First. As the party which essentially is responsible for the Provincial Growth Fund, it was a valuable opportunity to discuss that fund and to invite Mark to Waitaki to show him some of the great projects we have on the go, or in the pipeline. I am looking forward to hosting him here soon.

The day itself went off really well and it was a true celebration of the partnership we enjoy with Ngai Tahu. It certainly is a very good contrast to the political activism which features in some other parts of the country.



The welcome and some of the entertainment, including a very good speech by David Higgins from Te Runanga O Moeraki

Meetings Attended:

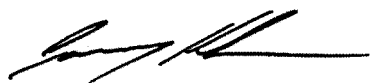
26 November	Mayor and CEO catch-up
26 November	Meeting with Directorship candidate
26 November	St Kevin's College Assembly Presentation – Harbour Area Engagement
26 November	Interview 45 South TV
26 November	Citizenship Ceremony
26 November	Community Meeting, re Duntroon Fire Unit
27 November	Draft Agenda Meeting
27 November	Business Visit to Kuriheka
27 November	Councillors' Meeting with Tourism Waitaki Board
27 November	Annual Plan update Workshop
27 November	Councillor briefing
28 November	Meeting with April Dickson re potential exhibition
28 November	Meeting re Hospital Issues
28 November	Corporate Planning Meeting
28 November	Observatory Retirement Village Presentation – Harbour Area Engagement
28 November	Meeting with Mark Julius – Oamaru Mail
28 November	Meeting and Site Visit with Mr and Mrs Lough, Grove Avenue
28 November	Opening of the new Oamaru PlaceMakers Store
29 November	Meeting with Gerard Quinn, EDM
29 November	Phoenix Mill Water Wheel Meeting
29 November	Meeting with Thelma Bear and others – Hospital concerns
29 November	Meeting with Ken McKeown re harbour matters
29 November	Meeting with Heather Bauchop re heritage matters
29 November	Lennox Sharp's Retirement – East Otago High School
29 November	Meeting with Waikouaiti Museum Trust
29 November	Meeting with Palmerston Museum representatives
29 November	Meeting with Mr Hall, re flooding
30 November	Radio Interview with OJ on The Breeze
30 November	Waitaki Resource Recovery Trust – Presentations and Site Visit
30 November	Meeting with Waitaha representatives
30 November	Otago Business Awards
1 December	Kakanui School Beach Day
1 December	Heritage Celebrations – catch-up
3 December	Newshub Interview
3 December	Mayor and CEO catch-up
4 December	Meeting with Mitre 10 Mega representatives
4 December	Council Meeting

4 December	North Otago Riding for the Disabled – Presentation of Trust Power Award
4 December	Councillor Briefing
4 December	Forget Me Not – Remembrance Service
5 December	Meeting Network Waitaki Team – Wellington
5 December	Meeting Hon Megan Wood – Parliamentary Office
6 December	Meeting Gerard Quinn – EDM
6 December	Meeting with NZ Whiskey Collection
6 December	Meeting re St Paul's renovations
6 December	Visit to Iona Home
6 December	Canterbury Mayoral Forum working dinner
7 December	Canterbury Mayoral Forum
10 December	Interview with Real Radio
10 December	Mayor and CEO catch-up
10 December	Meeting with Dan Lewis re Radio
10 December	Waitaki Whitestone Geopark Trust Meeting
10 December	Meeting Tourism Strategy Discussions
10 December	Interview 45 South TV
10 December	Waihemo Community Board Meeting
11 December	Infocouncil/LG Hub Installation and Training
11 December	Workshop – Coastal Hazards
11 December	Workshop – Oamaru Harbour
11 December	Workshop – Library Review with Steven Finlay LGNZ
11 December	Councillor briefing
11 December	Meeting with North Otago Tennis
11 December	North Otago Hospice Opening
11 December	Youth Council End of Year Event
12 December	Workshop – Engagement via Social Media
12 December	Workshop – Local Government Funding and Financing
12 December	Meeting with Pamela Peters re governance
12 December	Executive Committee Meeting
12 December	East Otago High School Prizegiving
13 December	Iona Residents and Family Christmas Party
14 December	Phoenix Mill Water Wheel – Site Visit
14 December	Meeting Tuia Programme and Prospectus
14 December	Meeting with Pam Kennedy and Chelmer Street Residents
14 December	Carol Melville's Retirement Party – Dunedin
16 December	Christmas in the Park
17 December	Mayor and CEO catch-up
17 December	Oamaru Police Station – Presentation of bravery awards
17 December	Ahuriri Community Board Meeting
18 December	Workshop – Recreation Centre
18 December	Workshop – Oamaru Gardens Playground Redevelopment
18 December	Workshop – Campbells Bay Toilet Renewal
18 December	Workshop – Annual Plan update
18 December	Site Visit to Observatory Hill Retirement Village
18 December	Site Visit to Oamaru Whitestone Civic Trust
18 December	Mayoral Christmas Function
19 December	Meeting with Ruth Kibble, Oamaru Hospital
19 December	Oamaru Library – Volunteers Morning Tea
19 December	Corporate Planning Meeting
21 December	Meeting Observatory Hill Retirement Village Trust

2019:

7 January	Mayor and CEO catch-up
9 January	Interview Oamaru Heritage Radio
9 January	Meeting with Ruth Kibble, Oamaru Hospital
9 January	Meeting and Lunch with Dunedin Airport representatives
10 January	Meeting with Bruce Comfort re safety concerns
10 January	Meeting with Rebecca Ryan – ODT
10 January	Meeting with Ian and Gloria Hurst
11 January	Meeting with Lisa Scott – Communications Specialist
11 January	On-site briefing – Tyne Street Tree Removal
11 January	Poshtel Tour
14 January	Mayor and CEO catch-up
14 January	Site visit to River-T Winery
14 January	Meeting with Waitaki Valley Winegrowers Association

14 January	Interview with 45 South TV
15 January	Meeting with re Skate park issues
16 January	Meeting with Kathy Dennison, Waihemo Community Board
16 January	Corporate Planning Meeting
24 January	Interview with Oamaru Mail
25 January	Interview OJ – The Breeze
25 January	Meeting with Mayor Donna Favel re newcomers programme
28 January	Mayor and CEO catch-up
28 January	Draft Agenda Meeting for Committees Day
28 January	Briefing for Mayors and Chairs
28 January	Communications Portfolio meeting
28 January	Chinese Spring Festival
29 January	Briefing from Waitaki District Health Services
29 January	Meeting Lichelle Guyan to discuss Delegations Manual
29 January	Meeting Tihou Messenger-Weepu, re Tuia Programme 2019
29 January	HUB Meeting
29 January	Meeting with Hon Jacqui Dean MP
29 January	Community Meeting – re Our Rural Hospital
30 January	Heritage Radio Interview
30 January	Meeting Jos and Melita van Wordragen – project Low Impact Living
30 January	Meeting Ray Souness – RSA Building
30 January	Femke's Final Presentation
30 January	Corporate Planning Meeting
31 January	Canterbury Mayoral Forum working dinner
1 February	Canterbury Mayoral Forum
1 February	Meeting with Jim Harland, NZTA



Mayor Gary Kircher

Waitaki District Council Memorandum

From Chief Executive

Date 19 February 2019

Chief Executive's Report

Recommendation

That Council receives the information.

Purpose

The following comments are provided to bring Councillors up-to-date with issues that have arisen since the last Council meeting on 4 December 2018.

1. The Year Ahead

2019 has commenced with staff in all areas of Council's operations 'hitting the ground running'. Growth within the district is accelerating, placing increased demands and pressures on the Heritage, Environment and Regulatory and the Assets Groups in particular. Our building consents team is currently trialing e-services and the use of electronic building consent processing. The use of such technologies to make processes more efficient and customer-friendly will assist with managing this increasing workload. However, if activity continues to steadily increase, we may need to address resourcing.

There has been significant maintenance activity over the summer months on the Ōamaru Breakwater, the Forrester Gallery and the North Otago Museum, and work continues on these.

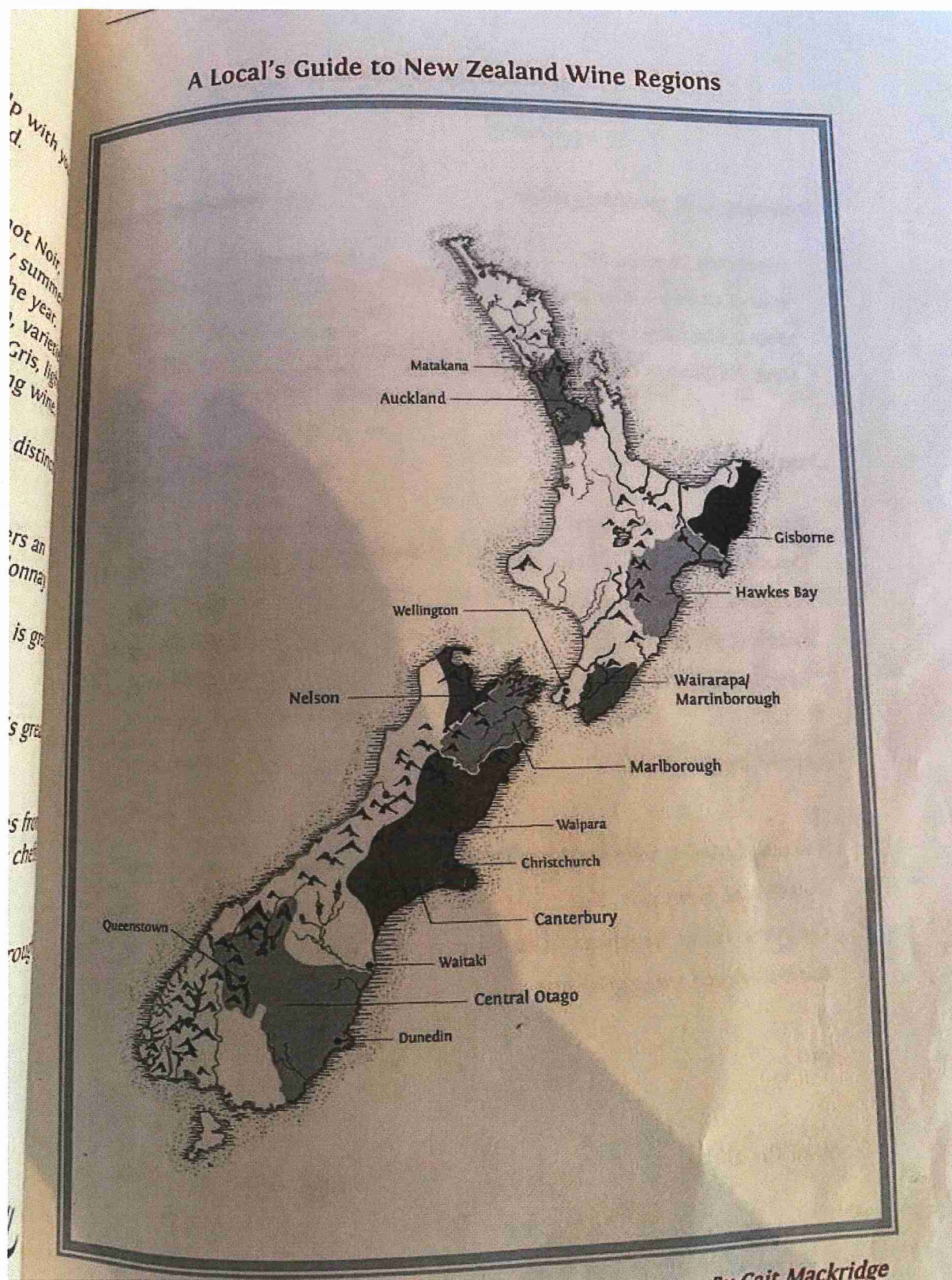
2. Waitaki Whitestone Geopark

Recently retired from UNESCO, Professor McKeever was the Global Coordinator for the Global Geoparks Network, Secretary of the International Geoscience Programme (IGCP) and Head of Global Earth Observation within the Division of Ecological and Earth Sciences, UNESCO.

Recognised as a world expert on UNESCO Global Geoparks, Professor McKeever will give a public lecture on 'The Role of Geoparks in a Changing World' at the Ōamaru Opera House at 6.00pm on Tuesday 19 February 2019.

The potential for Waitaki becoming recognised as the home of geogastronomy has strengthened as a result of Massey University agreeing to cooperate in providing science support for the concept.

It was great to see Waitaki Valley wines being recognised as a distinct 'wine region' in a Queenstown restaurant wine list recently. Waitaki Valley North Otago wines have been granted their own geographical indication by the Intellectual Property Office of New Zealand (making them distinct from Central Otago wines).



With kind permission of: The Grille by Eichardt's, Queenstown

The distinctiveness of the Waitaki Valley North Otago wines is now celebrated on nzwine.com:

The screenshot shows the New Zealand Wine website. At the top, there's a navigation bar with 'NEW ZEALAND WINE' and 'PURE DISCOVERY' on the left, and 'MEMBERS', 'LANGUAGE', and social media icons on the right. Below this is a secondary navigation bar with links: 'VISIT US', 'OUR REGIONS', 'OUR WINESTYLES', 'SUSTAINABILITY', 'INNOVATION', 'NEWS & MEDIA', 'EVENTS', and 'CONTACT US'. The main content area features a map of New Zealand on the left with regional labels: NORTHLAND, KUMBUH, AUCKLAND, WAIRARAPA, HAWKE'S BAY, GIBBORNE, NELSON, MARLBOROUGH, and CENTRAL OTAGO. The 'Waitaki Valley, North Otago' region is highlighted. To the right of the map is a detailed satellite view of the Waitaki Valley, showing the river and surrounding mountains. Below the map, the 'Our Regions' section lists various regions, with 'Waitaki Valley, North Otago' selected. To the right of this list, the 'Waitaki Valley, North Otago' section provides a description: 'Located on the 45th Parallel South, the Waitaki Valley vineyards stretch along a 75 kilometre strip from the limestone escarpments above the village of Duntroon, up the south bank of the Waitaki River inland to the township of Omarama.' It also mentions the region's location, climate, and signature wine varieties.

Our Regions

- Marlborough
- Hawke's Bay
- Gisborne
- Wairarapa
- Nelson
- Central Otago
- Auckland
- Canterbury & North Canterbury
- Waitaki Valley, North Otago**
- Waitaki Valley Wineries
- Northeast
- Waikato
- Bay of Plenty
- Geographical Indications

Waitaki Valley, North Otago

Located on the 45th Parallel South, the Waitaki Valley vineyards stretch along a 75 kilometre strip from the limestone escarpments above the village of Duntroon, up the south bank of the Waitaki River inland to the township of Omarama.

Flanked by the cool south Pacific Ocean to the east and the high peaks of the Southern Alps to the west, the Waitaki River is one of New Zealand's largest, draining the waters of our highest Mountain Aoraki-Mount Cook.

Local Maori call the river Te Waitaki o Aoraki – the tears of their ancestor Aoraki.

This unique terroir combines the coastal breezes of the South Pacific with the dry, rain shadow cast by the Southern Alps.

Typically the region enjoys hot, dry summers, cold winters and long dry autumns.

These climatic characteristics overlay the complex geology of the Waitakian Limestones to produce distinctive wines highly reflective of their origin.

Signature varieties from the area include Pinot Noir, Pinot Gris, Riesling, Chardonnay and Gewürztraminer.

The second in a series of booklets on elements of interest throughout the geopark is currently being compiled. The first 'Limestone Escarpments of the Waitaki Whitestone Geopark' was generously donated to the geopark by Emeritus Professor Mike Crozier of Victoria University. The second – 'Water & Rock' – will describe the influence of water on rock within the geopark, and the history of the uses of water within the geopark. The recent 'Following Twain' episode (Episode 3) (featuring Ōamaru's very own Bruce Comfort) devoted a substantial part of the programme to 'The Borough Race' – a remarkable feat of engineering in its day. The link to Episode 3 is here:

<https://www.tvnz.co.nz/shows/following-twain-with-oscar-kightley>

The Waitaki Whitestone Geopark provides a fantastic framework within which stories such as this – and a thousand more – can be made available to our community and visitors, helping to keep our rich heritage both alive and accessible, and contributing to our strategic priority of 'supporting a high quality of life and a vibrant district'.


A recent presentation to Canterbury Mayors highlighted the poor state of the Canterbury region's biodiversity:


Canterbury biodiversity snapshot


Canterbury mudfish slipping towards extinction

The New Zealand Threat Classification System report on freshwater fish provides the latest conservation status of New Zealand's 76 known freshwater fish species.

- Canterbury leads national rankings of threatened and at risk plant species
- Proportion of threatened freshwater fish species, reptiles and birds increased from 2002 – 2013

 10% → 40% threatened

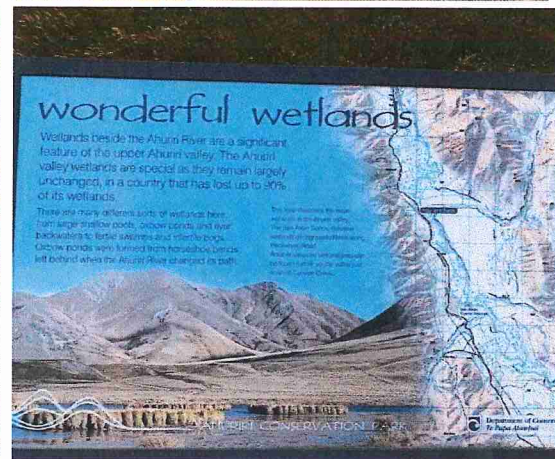
 10% → 35% threatened

 20% → 25% threatened

Environment
Canterbury
Regional Council
Restoring Nature to Progress

Source: Landcare Research

The proposed Waitaki Whitestone UNESCO Global Geopark will provide a vehicle for enhanced education regarding the importance of maintaining biodiversity. As an example, wetland biodiversity is already well-featured in the Ahuriri Conservation Park – an area that will soon be widely recognised as one of the major landscapes of Disney's Mulan movie (due for release in 2020):





3. Business and Site Visits

11 January 2019	Poshtel Tour
14 January	Waitaki Valley Winegrowers Association, Kurow
16 January	Columba Church Site Visit

4. Meetings Attended

6 December 2018	Joint Waitaki District Council and Otago Regional Council Executive Team Meeting, Oamaru
6 December	Canterbury Mayoral Forum Working Dinner, Christchurch
7 December	Canterbury Mayoral Forum, Christchurch
12 December	Workshop with Pamela Peters, LGNZ
14 December	Meeting with Anthony Morton, Electionz
14 December	Meeting with Joan Edridge
17 December	Teleconference with Acting CE Glen Snelgrove of Mackenzie District Council
18 December	Mayoral Christmas Function
20 December	Celebration of 40 Years' Service of David Blair and Maxine Murphy
8 January	Meeting with Matthew Harris, St Kevin's College
10 January	Meeting with Gloria and Ian Hurst, Gerard Quinn, Lisa Scott and Mayor Gary Kircher
18 January	Meeting with Ian Graham, GNS Science
18 January	Meeting with Lake Ohau Water Task Force
29 January	Meeting with the Hon Jacqui Dean MP
29 January	Waitaki District Health Services Limited Community Forum
30 January	Meeting with Ewen Graham, CDEM
30 January	Meeting with Stan Lusby
31 January	Canterbury Mayoral Forum Working Dinner
1 February	Canterbury Mayoral Forum
1 February	Meeting with Jim Harland, NZTA
4 February	Skype meeting with SoundsAir
5 February	Joint Otago and Southland Mayoral Forum, Queenstown
6 February	Ngāi Tahu Treaty of Waitangi Day, Queenstown
11 February	Teleconference with Sarah Gardner, Otago Regional Council
13 February	Meeting with Anton Roswell, Big O
14 February	Meeting with New Zealand Airline Academy

Fergus Power
Chief Executive Officer

Waitaki District Council Report

From People and Culture Group Manager

Date 19 February 2019

Recommendations from Assets Committee Meeting, 5 February 2019

1. Palmerston Dump Station

RESOLVED
AC 2019/003

Mayor Gary Kircher / Cr Hugh Perkins
That the Assets Committee recommends:
That Council approves the location of the new Palmerston campervan dump station near the entrance to Mill Domain with a budget of \$120,000 funded from existing Tourism Infrastructure Fund (TIF) and Council budgets.

CARRIED

2. Seal Extension Policy

RESOLVED
AC 2019/005

Mayor Gary Kircher / Deputy Mayor Melanie Tavendale
That the Assets Committee recommends:
That Council approves a budget of \$62,000 to seal Tutu Hill Road from the existing traction seal to Parsons Road, contingent on receiving the equivalent New Zealand Transport Agency contribution from other parties and with the local share being funded from the seal extension budget.

CARRIED

RESOLVED
AC 2019/006

Deputy Mayor Melanie Tavendale / Cr Hugh Perkins
That the Assets Committee recommends:
That Council reviews the seal extension policy before allocating any further funding from the Sealing budget.

CARRIED

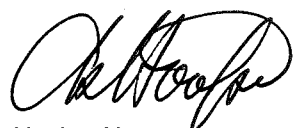
3. Tyne Street Stormwater

RESOLVED
AC 2019/007

Mayor Gary Kircher / Deputy Mayor Melanie Tavendale
That the Assets Committee recommends:
That Council:

1. Realigns the stormwater main, currently adjacent to King George Park and installed along the closed section of Arun Street, along Tyne Street as part of a planned renewal project;
2. Removes the trees planted within the recommended alignment to facilitate construction of the proposed stormwater main, kerb and channelling;
3. Prepares an information sheet for neighbouring property owners affected by the removal of the Sycamore trees.
4. Prepares a suitable landscaping plan to replace the trees, which is to be agreed to by Council.

CARRIED



Ainslee Hooper
Governance and Policy Advisor



Lisa Baillie
People and Culture Group Manager

Waitaki District Council Report

From People and Culture Group Manager

Date 19 February 2019

Recommendation from Heritage, Environment and Regulatory Committee Meeting, 5 February 2019

1. Parking Review 2019

The report, as circulated to the 5 February 2019 Committee Meeting, sought the Heritage, Environment and Regulatory Committee's recommendation that Council approves two options in the agenda report, to continue with the status quo for parking arrangements, and to establish a parking strategy.

As a result of discussion at the Committee meeting, the following resolution is put forward as a recommendation from the Committee to Council for a decision.

RESOLVED
HERC 2019/003

Mayor Gary Kircher / Cr Jim Hopkins

That the Heritage, Environment and Regulatory Committee recommends that Council:

- (a) Establishes a Waitaki district parking strategy; and
- (b) Develops a plan for car parking in Oamaru CBD in conjunction with the annual plan.

CARRIED



Ainslee Hooper
Governance and Policy Advisor



Lisa Baillie
People and Culture Group Manager

Waitaki District Council Report

From People and Culture Group Manager

Date 19 February 2019

Forrester Gallery Update and Funding Options

Recommendations

That Council:

1. Approves the establishment of a \$270,000 budget for remediation works at the Forrester Gallery, funded from the Disaster Fund;
2. Approves a budget of \$305,000 for capital works that can be completed alongside remediation works, funded by loan;
3. Approves the targeted reopening of the Forrester Gallery in July 2019.

Objective of the Decision

The purpose of this report is to approve budgets for remediation and capital works at the Forrester Gallery and to agree the proposed timeframe for reopening the Forrester Gallery.

Summary

This report provides the latest information that brings Council up-to-date with the work that has been carried out at the Forrester Gallery, including associated costs and funding streams, and to highlight the potential efficiencies that can be made by carrying out proposed capital works required to achieve fire compliance status for the Forrester.

Decision-Making Expectations

Governance Decision-Making:

Funding stream approval for remediation works.
Approval for capital upgrade work proposed outside of the Cultural Facilities Development Project.
Approval for reopening date.

Operational Decision-Making:

Building specifications
Project management
Procurement of contractors and specialists
Compliance with regulations
Display / fit-out

Communications:

Design concepts – shared with stakeholders for feedback
Media releases – contributed to by officers and elected members
Media/public enquiries regarding governance decision-making topics above can be addressed by governance
Media/public inquiries regarding operational decision-making topics above can be addressed by officers

Summary of Decision-Making Criteria

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

Background

The Forrester Gallery has been closed as a result of mould discovery in the upstairs gallery in December 2018. More detailed investigations highlighted the scale of the mould issue throughout all levels of the building, as well as the identification of asbestos in some areas. Councillors and the community have been kept updated throughout this period.

Officers sourced immediate support to investigate and remediate the Forrester Gallery and to protect people and collections. This remediation project required concentrated support from the Property and Forrester Gallery teams. A timeline of the building-related action is attached as Appendix 2 to this report and has been discussed with Councilors in a workshop held on Tuesday 5 February 2019.

Work is progressing well, with approximately half of the potential risk areas of the building exposed and treated for mould. The majority of the first-floor level has now been refurbished, with finishing work still required in the office, community gallery and stairwell. The linings in the two gallery areas on the upper ground floor have been removed and are almost ready for relining. The initial inspection of the lower ground floor archive Store 2 highlighted that only minor remedial work was required. At this stage, linings in the other two archive stores and basement gallery areas have not been inspected. Asbestos encapsulation/cleaning, repointing and exterior Oamaru stone repairs commenced on 11 February.

Remediation work as a result of the mould has been estimated to cost some \$270,000.

At the same time that work was undertaken by officers in November 2018, it was revealed that there are also substantial fire compliance issues requiring visitor numbers to be limited in the building, particularly on the first floor (maximum of 10 people in total).

Efficiencies can be gained by utilising the current logistics to carry out works required as part of the fire compliance work. Therefore, the following capital upgrade work is proposed to be completed now, while the gallery is closed:

- Remove the kitchen/office/storeroom addition to the rear of the building as it is in a very poor state of repair and has mould and asbestos issues. Estimated to cost \$30,000 to remove.
- Install a new kitchenette on the first-floor level. Cost \$5,000.
- Fire rate ceilings and stairwell including new fire doors with electro-magnetic hold backs. Estimated cost \$150,000 (to be confirmed)
- New HVAC system. Options and pricing are currently being investigated. Estimated cost \$100,000 (to be confirmed)
- Emergency lighting. Estimated cost \$20,000 (to be confirmed)

The total estimated cost of these proposed capital upgrades is \$305,000.

It is also planned to install a new Type 4 addressable fire alarm system while the building is under refurbishment which will be funded from depreciation reserves at an additional cost of \$27,000. The addressable part means that the fire department can see exactly where the alarm is triggered.

Forrester Gallery staff have continued to run exhibition and education programmes during the closure, albeit in an even more creative manner than usual, including but not limited to the following:

- A successful offsite January holiday programme was run in the Oamaru Gardens
- Social media and website content and updates continue, including recent blog posts to recognise the Chinese New Year and Waitangi Day
- Collaborative work is taking place with the Oamaru Opera House and Library staff to deliver an art programme in support of the upcoming show 'Still Life with Chickens' – aimed at engaging with the Pasifika community
- Staff are working collaboratively with Steampunk HQ to continue to deliver the proposed 10-year anniversary of Steampunk exhibition from May 2019
- An outreach programme is being delivered to schools during terms 1 and 2
- Officers are working on stage one of the Collections Online project, whilst working on the new display spaces for the North Otago Museum.

If the building is not fire-rated, the first floor will continue to be limited to 10 people, and a building consent may not be able to be obtained to install the new Type 4 alarm system and proposed kitchenette.

Whilst an insurance claim is underway for this work, there is also the ability to access the Disaster Fund, to fund all works associated with the discovery, investigation and remediation of the mould and asbestos in the Forrester Gallery. Council's finance team have advised that this would be an appropriate source of funds for this work.

Capital works carried out during this process would need to be funded by loan and any other minor renewal work would be funded from depreciation reserves.

Summary of Options Considered

Option 1 – Fund rehabilitation and capital works (recommended option)

Under this option, both the rehabilitation and the capital works are funded and efficiencies can be gained by doing works while the building is empty and contractors are established on site.

This means that the estimated reopening date for the Forrester Gallery will be July 2019.

Option 2 – Fund rehabilitation works only

This would mean that rehabilitation works only were completed now, with no further fire compliance upgrades approved at this time. Those upgrades would then need to be carried out at a later date as part of the Cultural Facilities Development Project.

This option will allow the facility to reopen within a shorter timeframe. However, delaying the fire compliance capital upgrade work will limit the Forrester Gallery to having 10 people per floor at any time in the building. This will significantly impact on the programme offered to the public until such time as the Cultural Facilities Development Project is fully completed.

Assessment of Preferred Option

Option 1 provides the opportunity for efficiencies to be gained by utilising the current logistics to carry out works required as part of the fire compliance work, whilst the facility is closed to the public. This option will also address the limitations currently placed on the facility in terms of total numbers of people allowed per floor in the building.

An estimated July 2019 opening will allow a well-planned re-launch of the facility to the public. The Finance team has advised that it is appropriate to use the Disaster Fund for the rehabilitation part of the works and a loan for the capital upgrade component. The loan will mean an approximate \$30,000 per annum addition to ongoing budgets. By comparison, the Disaster Fund does not need to be repaid, unless Councillors decide to do so, as the Finance team has advised that it is currently being added to each year.

Conclusion

Completion of this remediation work will develop the current facility to a healthy level for both the building, our staff and our customers, and allow it to reopen to the public. All work carried out thus far, as well as proposed capital upgrade works, has been considered in a manner to compliment the proposed Cultural Facilities Development Project (Stage 2), should it be approved in the future.

As per previous Council resolutions, an options analysis and costing work continues on the Cultural Facilities Development Project in relation to utilising both the Forrester Gallery and the North Otago Museum in a manner that meets the original project objectives. Once these options are discussed and selected as appropriate, repackaged applications will be made to the current funders of the project, as well as additional funding applications where possible.



Lisa Baillie
People and Culture Group Manager

Additional Decision-Making Considerations

The following matters have been considered in making the decisions.

Outcomes

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

We maintain the safest community we can

Publicity and Communication Considerations

It is recommended that Council continues to keep the community informed with regular updates on progress and that a re-opening is planned in due course.

Waitaki District Council Report

From People and Culture Group Manager

Date 19 February 2019

North Otago Museum Reopening

Recommendations

That Council:

1. Approves the reopening of North Otago Museum to align with the UNESCO visit for the Geopark application assessment;
2. Approves a budget of \$385,000 for capital and deferred maintenance works, with \$280,000 funded by depreciation and \$105,000 funded by loan;
3. Approves a budget of \$420,000 for the development of the four identified themes for the proposed display and fit-out associated with the reopening plan, to be funded from loan.

Objective of the Decision

The purpose of this report is to confirm the reopening date of the North Otago Museum and to confirm the approval of budgets to allow this to occur.

Summary

In November 2018, guidance was given by Council to progress to reopen the main display space on the ground floor of the North Otago Museum, as support for the proposed visit from the UNESCO Global Geopark Commissioners which is planned for late May/early June 2019.

Decisions are now required to formalise this guidance if Council chooses to continue in this direction. This project is moving quickly, and a key component now is the level of governance oversight into the detail of the project. Ensuring clarity of governance and operational decision-making responsibility is vital if Council wishes to meet the delivery targets recommended in this report.

Decision-Making Expectations

Governance Decision-Making:	Approval of reopening date Project budget allocation Outcomes of reopening project – themes Service Level – overall desired customer experience
Operational Decision-Making:	Building specifications Project management Procurement of contractors and specialists Compliance with regulations Display and fit-out
Communications:	Design concepts – shared with stakeholders for feedback Media releases – contributed to by officers and elected members Media/public enquiries regarding governance decision-making topics above to be addressed by governance Media/public inquiries regarding operational decision-making topics above to be addressed by officers

Summary of Decision Making Criteria

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

Background

In accordance with Council's guidance to plan for the reopening of the North Otago Museum in mid-2019, officers have been focused on advancing both the building work and the internal display and fit-out required.

1. Building Requirements:

The property team has been focused on carrying out the building work as planned in late 2018. This work is progressing well, with building work expected to be completed by early April 2019.

The projected cost of this portion of the work is \$385,000, apportioned as follows:

- Capital work of \$105,000 (including HVAC system, fire-rated suspended ceiling, fire rating columns/beams and windows, portion of professional fees, new internal wall and emergency lighting); and
- Renewal work of \$280,000 funded from depreciation reserves.

2. Display and Fit-Out Requirements:

The Gallery/Museum team has been focused on the internal display space requirements, liaising and consulting with various stakeholders including iwi, Otago University (Professor Ewan Fordyce and Professor Richard Walter), Vanished World and the like. Further consultations will take place as this project progresses.

The design proposal is still in its preliminary stages but will feature a special artwork for the entry (which will also address historical issues around access, orientation and context).

The full main display area will then feature four main themed sections:

- Our Land (specifically designed to highlight the riches of the geopark especially as they link to significant museum cultural collections and entice visitors to offsite locations including Vanished World);
- Waitaki Toaka, featuring the Willett's collection;
- The story of Ngai Tahu, featuring Te Huru Manu (cultural mapping project); and
- European arrival (this is being designed on the basis that a later stage might see the reopening of the upstairs spaces for additional displays related to this theme).

The projected cost of the full main display area is \$420,000. It is estimated that just doing "Our Land" would require a budget of \$180,000.

It is proposed that concept drawings will be made available to Councillors and stakeholders for feedback once they are ready.

Officers will work to investigate and maximise external funding opportunities as they become available to assist with the funding of Cultural Facilities Development Project.

Completing this work to reopen the North Otago Museum will position this facility at a more advanced starting point for the proposed Cultural Facilities Development Project, in that required maintenance that had been previously deferred has been carried out with the potential options of the next stage in mind, as well as the original objectives of the project.

Summary of Options Considered

Option 1 – Reopens the North Otago Museum to align with the UNESCO visit with the one full theme developed

Under this option, the North Otago Museum would be reopened in line with the planned UNESCO visit in late May or early June and be fitted out with one theme:

- (a) Our Land (specifically designed to highlight the riches of the geopark especially as they link to significant museum cultural collections and entice visitors to offsite locations including Vanished World);

The \$280,000 of deferred maintenance would be funded from depreciation reserves and \$105,000 of capital works by loan. This would add approximately \$10,000 per annum of loan servicing costs to the budget. The \$180,000 of fit-out would also be funded by loan, with an approximately \$18,000 budget impact.

Option 2 – Reopens the North Otago Museum to align with the UNESCO visit with the four full themes developed (recommended)

Under this option the North Otago Museum would be reopened in line with the planned UNESCO visit in late May or early June and be fitted out with four themes:

- (a) Our Land (specifically designed to highlight the riches of the geopark especially as they link to significant museum cultural collections and entice visitors to offsite locations including Vanished World);
- (b) Waitaki Toaka, featuring the Willett's collection;
- (c) The story of Ngai Tahu, featuring Te Huru Manu (cultural mapping project); and
- (d) European arrival (this is being designed on the basis that a later stage might see the reopening of the upstairs spaces for additional displays related to this theme).

The \$280,000 of deferred maintenance would be funded from depreciation reserves and \$105,000 of capital works by loan. This would add approximately \$10,000 per annum of loan servicing costs to the budget. The \$420,000 of fit-out would also be funded by loan, with an approximately \$42,000 budget impact.

Option 3 – The North Otago Museum be opened at a later date

This option would mean that the deferred maintenance and capital works were completed, but that the fit-out is put on hold pending further decision-making. This would mean that Councillors would have more time to consider the fit-out themes, but also that the Museum would not be available for the community during this time.

Assessment of Preferred Option

Option 2 is recommended and will mean that a functioning museum is delivered to the community by the time of the UNESCO visit. Further upgrade options can then be considered by Council at a future date.

Conclusion

Completion of this work by officers, if approved, will develop the current facility to a level that will allow it to reopen to the public. All work carried out thus far, as well as proposed work, has been considered in a manner to compliment the proposed Cultural Facilities Development Project (Stage 2), should that be approved in the future.

As per previous Council resolutions, an options analysis and costing work continues on the Cultural Facilities Development Project in relation to utilising both the North Otago Museum and Forrester Gallery in a manner that meets the original project objectives. Once these options are discussed and selected as appropriate, repackaged applications will be made to the current funders of the project, as well as additional funding applications where possible.



Lisa Baillie
People and Culture Group Manager

Attachments

Additional decision-making considerations

Additional Decision-Making Considerations

The following matters have been considered in making the decisions.

Outcomes

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

We understand the diverse needs of our community

Publicity and Communication Considerations

It is recommended that the community be kept informed with regular updates.

Waitaki District Council Memorandum

From Finance and Corporate Development Group Manager

Date 19 February 2019

Development Contributions Decisions Made Under Delegated Authority

Recommendation

That Council receives and notes the information.

Objective

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

Summary

The Development Contributions Committee has made three decisions requests for waiver, review or deferral of development contributions under delegated authority since last reported in September 2018.

Discussion

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

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

As attached, there have been three decisions made by the Development Contributions Committee under delegated authority since last reported in September 2018.

There have been no recommendations to Council made by the Development Contributions Committee under delegated authority since last reported.



Paul Hope

Finance and Corporate Development Group Manager

Attachments

Attachment 1: Copy of decisions made under Delegated Authority

Attachment 1

Development Contributions

There have been three decisions made under the Development Contributions Committee's delegated authority, and three decisions made under Officer-delegated authority since the last report to Council in September 2018.

Decisions Made Under Delegated Authority

There have been three decisions made under the delegated authority of the Development Contributions Committee and confirmed since the last report to Council in September 2018.

Property Address	Decision Requested	Decision Made
Awamoa Road, Oamaru	Defer development contributions	Defer development contributions for 6 months.
Irvine Road, Herbert	Allow repayment of roading development contributions over 2 years.	Allowed repayment over two years.
Tyne Street, Oamaru	Review development contributions and allow repayment over 2 years.	Reviewed and allowed repayment over two years.
Birchwood Road, Ahuriri	Review roading development contributions	Reviewed and reduced roading contributions as an unusual development.

There have been no recommendations to Council made under the delegated authority of the Development Contributions Committee since the last report to Council in September 2018.

Waitaki District Council Report

From Corporate Development Officer

Date 19 February 2019

Phoenix Mill Water Wheel Restoration

Recommendations

That Council:

1. Receives and notes the information in this report.
2. Approves a \$5,000 grant funded from the RMA fund towards funding for the bridge repair on the Old Mill Road site, as part of the completion of the Phoenix Mill Water Wheel (PMWW) project.

Objective of the Decision

To recommend that Council approves a \$5,000 grant funded from the RMA fund towards funding the bridge repair as part of the Phoenix Mill Water Wheel (PMWW) project that was led by the Phoenix Mill Restoration Trust.

Summary

The Phoenix Mill Restoration Trust is seeking a \$5,000 grant from the RMA fund to assist with the cost of repairing the bridge on the site of the Phoenix Mill Water Wheel. The bridge is the only pedestrian access to the Water Wheel, and will serve as access for maintenance vehicles as required.

The Phoenix Mill Water Wheel has been fully restored by volunteers and is now back in its original (repaired and strengthened) wheel pit.

While the key project tasks are completed, there are some further site beautification works planned for which the Trust has applied for further funding.

Summary of Decision Making Criteria

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

Background

Approximately 10 years ago, a benefactor gathered a group of volunteers to restore the Phoenix Mill Water Wheel, a Council-owned heritage asset with a Heritage New Zealand (HNZ) designation.

The restoration required volunteer and expert labour and a lease for \$1 was given to the Phoenix Mill Restoration Trust over the Water Wheel which gave it the right to progress restoration of this Council asset.

In 2011, work commenced in earnest and good faith to restore the wheel. As a result of early concerns raised regarding the approved process for dismantling the wheel, the dismantled wheel was moved to the freezer building for storage. Progress then stalled until 2015 when Council and the Trust were re-approached by volunteers wanting to continue the restoration work.

After obtaining Heritage New Zealand approval and successful funding applications were made (grants in excess of \$110,000 were received), the restoration began by volunteers in 2017. Hundreds of volunteer hours were invested over the next 18 months, until the wheel was finally reinstated in September 2018, with an official "re-opening" in November 2018.

There are some final elements of site beautification that the Trust is wanting to complete, including topsoiling and grass sowing, and purchasing picnic sets for the site.

Making the bridge access safer for pedestrians was also planned work after the re-opening, with the intention for it to be completed by volunteers before Christmas.

Unfortunately, rain during the last few weeks of November 2018 caused a number of the bridge planks to be torn off, which deemed the bridge unsafe and the site was closed to the public.

With Christmas approaching, it was important to get the repairs done to ensure safe and easy access to allow locals and visitors to the district to enjoy the site during the holiday period. As the rain stopped the work for a time, Whitestone Contracting was engaged to complete the work ahead of Christmas.

Phoenix Mill Restoration Trust funds to undertake the balance of the site beautification work are now depleted. The Trust is making further funding applications to enable the topsoiling and grass sowing to progress, as well as for the purchase of picnic table sets.

The Trust is seeking the assistance of Council by means of a \$5,000 grant from the RMA fund to help with the repair of the bridge.

Summary of Options Considered

Option 1 – Approve the grant of \$5,000 towards the PMWW project funded from the RMA fund

Option 2 – Council does not approve the \$5,000 grant.

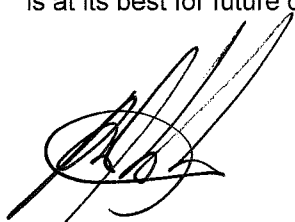
Assessment of Preferred Option

Option 1: The PMWW is the property of Council and listed as a HNZ Category 2 (No. 2313) structure. Enabling public on-site to appreciate the historic water wheel is the heart of the project, therefore approval of the grant of \$5,000 is key to the overall success of the project.

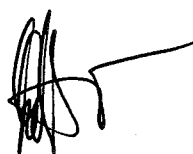
Conclusion

The project was started in good faith, for the benefit of the community, and in the best interests of restoring a valued heritage asset.

As the project nears completion, the Trust will continue to secure further funding to ensure the site is at its best for future community enjoyment.



Mandy McIntosh
Corporate Development Officer



Paul Hope
Finance and Corporate Development Group Manager

Attachments

Additional decision-making considerations

Additional Decision-Making Considerations

The following matters have been considered in making the decisions.

Outcomes

We understand the diverse needs of our community.
Waitaki's distinctive environment is valued and protected.

Financial Considerations

Council approves a \$5,000 grant funded from the RMA fund towards the funding of the PMWW project.

Legal Considerations

As the PMWW is a HNZ category 2 structure any work undertaken has been completed with an HNZ approved work plan, and archaeologist approval and onsite inspections as required.

Cultural Considerations

The PMWW is a HNZ category 2 listed structure. This is Council property, therefore the Community may see there is a level of responsibility for the Council to support the bridge repair.

Publicity and Communication Considerations

Media was invited to attend the official opening in November 2019 during Victorian Week.

Waitaki District Council Report

From Payroll Administrator
People and Culture Group Manager

Date 19 February 2019

Warrant of Appointment

Recommendation

That, subject to successful Police Vetting clearance, Waitaki District Council resolves as follows:

Waitaki District Council hereby appoints **Deborah Woods** (an employee of FIRST Security – a contractor to Council) as:

- a) An 'Enforcement Officer' under Section 177 of the Local Government Act 2002 with authority to exercise the following powers:
 - i) Entry of private land or building other than a dwellinghouse (s171);
 - ii) Entry of land or building (including dwellinghouse, if accompanied by a constable) for enforcement purposes (s172);
 - iii) Entry of land or buildings in cases of emergency (s173); and
 - iv) Authority to act (s174).
- b) A 'Dog Control Officer' under Section 11 of the Dog Control Act 1996 with authority to exercise all the powers of a Dog Control Officer under said Act, and in particular the following powers:
 - i) Enter land or premises (except dwellinghouse) to inspect dog (s14);
 - ii) Seize and remove dog to provide food and shelter (s14);
 - iii) Request information about dog owner (s19);
 - iv) Request information about dog (s19);
 - v) Enter land, premises or dwellinghouse in relation to dog attack (s57);
 - vi) Seize or destroy dog in relation to dog attack (s57);
 - vii) Remove dog from land or premises in relation to barking dog (s55); and
 - viii) Issue infringement notices (s66).

Background and Objective

This resolution is required to provide enforcement powers for an employee of FIRST Security – a contractor to Council.

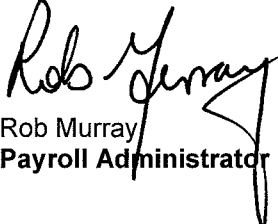
Summary of Decision Making Criteria

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

Significance and Outcomes

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

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


Rob Murray
Payroll Administrator


Lisa Baillie
People and Culture Group Manager

Waitaki District Council Report

From Lisa Scott, Communications Specialist

Date 19 February 2019

Community Engagement Proposal

Recommendation

That Council approves the purchase of a caravan up to \$20k from the Whitestone Dividend to be utilised for community engagements.

Objective of the Decision

The objective in purchasing a caravan is to increase community engagement options, provide a fit-for-purpose vehicle to cope with engagements in inclement weather, increase Council's reach around the district, and to increase access to Councillors and staff.

Summary

Waitaki is a big district with a lot of ground to cover and is currently seen as very Ōamaru-centric. A suitably modest (retro-looking) New Zealand-made caravan will allow Council to offer flexible access arrangements to people throughout the district and avoid paying for venues which are not always entirely suitable. In some locations, meeting venues may not exist (or be unavailable). Venue hire savings over a five-year period make a caravan purchase an economically attractive option. Additionally, Council will receive favourable branding and exposure at no additional cost.

Summary of Decision Making Criteria

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

Background

The range of Council's offsite engagements means that often Council consultations or community engagement sessions result in the additional expense of booking venues or hiring facilities and equipment which are not fit for purpose. Last year's first round of Waitaki Whitestone Geopark public engagements and the HarbOUR Space consultation's drop-in sessions illustrated the need for a weather-proof mobile site carrying Council branding. During the Waitaki Whitestone Geopark application process, staff were out in challenging weather sharing information and judging levels of interest and commitment – it was a great way to solicit real views and honest opinions.

This hire does not come with a huge amount of opportunity for branding. A retro caravan with custom designed graphics is suited to the identity of rural Waitaki, a place where many residents associate caravans with low-cost family holidays and camping in the Waitaki lakes area, and presents Council as a friendly presence with a consistent brand.

The Council caravan can be at the Ōamaru Farmers Market on Sundays, Campbells Bay in summertime, Palmerston at Field Days, at various towns during the District Plan review process, and at Geosites inside the Waitaki Whitestone Geopark during UNESCO's visit this year. This kind of approach has been successful in Gisborne, where that council's staff went out to the community in a combi van during their 'what's the future' (WTF) LTP engagement, making sure they were highly visible and approachable. This is a great way of removing 'us and them' perceptions and barriers to frank communication. The Gisborne initiative won an SOLGM excellence award.

Anecdotal evidence reveals there is a perception in the more remote areas of the Waitaki district that the Council 'does not care about them' – they feel they are not being seen or heard and that they are ignored.

There is a need to step up face-to-face engagement with our customers to resolve this and highlight the level of service the Council provides, especially with this year's focus on District Plan and Annual Plan engagements as well as the Waitaki Arts Festival, Steampunk NZ Festival (at which Council will have a presence), the prospective UNESCO visit, and local government elections. The Waitaki District Council would benefit from a weather-proof branded facility to promote services, consultations, environmental issues like freedom camping rules and dog leash areas, a site from which staff can hand out marketing material, encourage dialogue and survey the residents of Waitaki.

In the coming year, it is estimated that there will be at least 25 occasions on which site or venue hire would be required. At an average cost of \$100/hire, this represents a hire spend of \$ 2,500 per annum. Over a five-year period, the savings in venue hire make the purchase of the caravan a no-cost option.

A design mock-up showing what the caravan might look like after the application of a Waitaki-themed vinyl is being prepared and will be tabled at the meeting.

Summary of options considered

'Old School' is the theme; the aim is to convey the idea that Council is not 'flash', that a council can be fun and relevant. The idea is that the caravan will serve a multitude of roles in its lifetime and studies have shown that messaging (vinyling) a large vehicle receives a great deal of audience capture. Council will be out and about and seen to be doing so.

The current price of a caravan in the style mentioned varies widely: from \$500-\$2,000 for a gutted caravan, with limited structural life; \$3,000-\$8,000 useable but not tidy; and \$14,000-\$20,000 for a ready to use model with reasonable resale value.

Option 1 – Status Quo

If we continue as we do now, weather and ease-of-use problems during public engagements still exist, venue booking is an ongoing cost and can be difficult. Venue hire costs do not represent value for money and Council branding is not visible.

Option 2 – Purchase a small caravan no larger than 14-foot, ready to use immediately (recommended by the president of the Geraldine Caravan Club)

This type of caravan can be towed behind the Council pool cars with a tow bar. The current price range is \$14,000-\$20,000 for a ready to use model with decent resale expectations. This type of caravan holds its value and can be re-sold at the end of its useful life.

As an example, one has been found in Oamaru, listed on Trade Me for \$14,000 and recently sold for this price. This is not necessarily the model we will purchase, but is included for the purposes of illustration:

1966 Caravell Caravan, 14ft Fibre glass body, 4 berth in good condition. Has two single beds at one end and U-shaped couch area at other end converts into double bed. 230v fridge and two burner gas cooker. Will be sold with WOF and Registration. Approximate inside measurement Length 4.259m. Width 2.050m, Height 1.820m

Estimated annual running costs [including registration (\$35.57), WoF (\$50), Electrical WoF (\$30)] add up to \$116 per annum. Increased petrol cost over and above that required to get the caravan to location is marginal.

An additional removable vinyl sticker will be required at a cost of \$3,200 + GST as quoted by Ōamaru firm Streeter Concepts, making the total cost of this option approximately \$17,000. Over five years, the cost of this option is approximately \$3,400 per annum.

Option 3 – Purchase a caravan that will need repairs and a re-fit (not recommended)

One has been found for less than \$8,000.

An additional removable vinyl sticker will be required at a cost of \$3,200.00 + GST, as quoted by Ōamaru firm Streeter Concepts

The cost of re-fitting the inside will depend on how dilapidated it is. This option may take some time and Council does not have staff skilled to do the work.

The financial cost of each option is summarised in the following table:

		Option 1	Option 2	Option 3
		Status Quo	Ready to Use caravan	Cheaper caravan
Costs	Venue Hire costs	12500		
	Caravan Purchase Price		14000	8000
	Signage		3200	3200
	Annual Costs		580	580
	Maintenance		1000	1500
	Refurbishment		1000	3000
	Total Purchase costs	12500	19780	16280
Savings	Venue non-hire		12500	12500
	Resale after 5 years		9000	5000
	Total Recoveries	0	21500	17500
	5 Year Option Cost	12500	-1720	-1220

Assessment of Preferred Option

Having considered the options summarised above, the following conclusions have been reached:

- Option 2** is the preferred option as it will be ready for use sooner and can provide a daytime weather-proof shelter able to supply information leaflets and marketing collateral, flags and teardrops, a few chairs, and have coffee and tea making facilities.
- Purchasing a caravan provides better economy for Council than continuing to hire venues, marquees and constantly reprinting marketing material due to weather damage, with the added bonus of an increase in visibility and better community engagement.

Funding Options

There are no existing reserves or approved budgets to fund this purchase. To meet the proposed timeframe, this would lead to two primary options.

The first would be to loan fund the purchase and then add the servicing cost into the 2019/20 Annual Plan. Over a five-year life, this amount would be relatively minor.

The other option is to identify an uncommitted reserve such as the 2018-19 Whitestone Dividend. This is the recommended approach.

Conclusion

The use of a caravan for public engagements will give Council the opportunity to improve its image as a significant part of the community, allowing staff to engage in person with stakeholders. In addition, its purchase represents an asset, the costs of which can be later recouped.

Gerard Quinn
Economic Development Manager



Fergus Power
Chief Executive

Waitaki District Council Report

From Assets Group Manager

Date 19 February 2019

Oamaru HarbOUR Space Masterplan

Recommendations

That Council:

1. Approves the Oamaru Harbour Space Masterplan Establishment Report.
2. *(choose an option)*
 - a. Proceeds with a Masterplan for the HarbOUR Space with a dual round of Community Consultation and approves an additional budget of \$180,000 to be funded from the Oamaru Harbour Endowment fund.

OR

 - b. Proceeds with a Masterplan for the HarbOUR Space with a single round of Community Consultation and approves an additional budget of \$150,000 to be funded from the Oamaru Harbour Endowment fund.

OR

 - c. Updates the existing 2011 Strategy and presents the updated document to the Community for feedback and approves an additional budget of \$70,000 to be funded from the Oamaru Harbour Endowment fund.

Objective of the Decision

To determine whether Council wishes to create a Masterplan for the Oamaru HarbOUR Space or update the existing strategy, and to set an additional budget for the work. To consider and approve the draft Establishment Report.

This report should be read in conjunction with the attached draft Establishment Report.

Summary of Decision Making Criteria

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

Background

Council allocated \$50,000 for the creation of a Harbour Strategy in the first year of the Long Term Plan. However, the strategy project has morphed quite significantly from what was originally envisaged (ie updating the 2011 document and presenting the updated document to the community for comment), to a full pre-engagement and then consideration of a proper Masterplan for the Harbour and surrounding area of influence.

In November 2018, the community engagement process was carried out and it has enabled the community to provide feedback on what people have found special about the Oamaru Harbour Area and what they see as its future.

There was a significant response to the survey, consisting of nearly 900 survey responses as well as a 15,000 Facebook reach and 180 people attending the initial launch meeting.

A draft Establishment Report has been written which outlines what progress has been made so far and some options for the recommended way forward. The draft Establishment Report is attached to this report and will be uploaded to the website once Council approves it.

This has meant that the original budget of \$50,000 is no longer adequate for the significant change in scope. Indeed, the majority of the budget allocated to the strategy has been used on the initial engagement process.

The budget breakdown for the work attributed to the project is:

Pre-engagement works:	\$8,000
Engagement phase:	\$19,000
Reporting and recommendations:	\$16,000
Total:	\$43,000

This leaves \$7,000 in the original budget. There has also been a significant commitment of staff time spent on the strategy, including \$25,000 of backfill work, due to unavailability of staff.

The draft Establishment Report presents two options for the creation of a Masterplan and a detailed breakdown of the costs is attached to this report. The options have been tailored to have a Masterplan document to be presented to Council approval at its additional meeting on 25 June 2019. The costs range from \$150,000 to \$180,000 depending on the level of community consultation during the Masterplan process. The draft Establishment Report outlines the options in more detail.

The costs of these options are significant and are due to the level of expert technical specialist advice needed to put together a long-term Masterplan that will serve the area for a long time. There is lots of information available on Masterplan processes on the internet (refer to Cromwell, Wynyard Quarter and Queenstown). There is a significant upfront cost to the work, but the Masterplan process does provide clear guidance on what goes where in the future.

Updating the 2011 strategy is also an option. It is estimated it would cost \$70,000 to update that document. This includes \$30,000 for identifying projects, scoping them and estimating costs, and developing a programme with the Harbour Area Committee. Another \$30,000 would be for updating the plan and consulting with the community, and a final \$10,000 to finalise the plan.

Summary of Options Considered

Option 1 – Proceed with a Masterplan process with a dual round of Community Consultation

The intent is to work efficiently through the process to develop and finalise a Masterplan, supported by a spatial plan, in order to keep pace with the District Plan review and build momentum. Once in place, it will guide decision-making and implementation programmes for the future of the Oamaru Harbour Space.

As each intervention has the potential to influence and impact on others, an integrated method is being proposed that aims to achieve the following:

- Show how differing components interact and can be sequenced for implementation.
- Involve investors, partners, stakeholders and the community and to test the options and flesh out the preferred way forward.
- Provide a framework that manages tensions, tests and selects options, which results in a plan that delivers on the project's objectives.

There is a wide and complex range of issues at play, which exist on a scale of control, influence and interest. Some issues can be controlled by the Council and its partners as part of this Masterplan, others can be influenced and supported by this, or will be of interest but ultimately cannot be shaped by the Masterplan process, as it currently stands.

The content of the integrated components is described in the draft Establishment Report.

This option sees the community engaged twice in the process. Firstly, the community will be consulted when the project team has identified a shortlist of options for the future of the harbour. This will be put out for public consultation, with the most popular option providing significant guidance on the preferred way forward.

Once the preferred option has been established, the community will be consulted for a second time, ensuring any final tweaks and community ideas/concerns are heard and incorporated into the Masterplan where possible.

The additional budget required is estimated to be \$180,000 (a breakdown is attached).

Option 2 – Proceed with a Masterplan process with a single round of Community Consultation

This option is as for option 1, but there is less community engagement than the previous option.

The project team will carry out an optioneering process internally, with approval to be obtained by the Harbour Area Committee without wider public input. Once the preferred option has been identified, this will be shared with the community for consultation, with any final amendments incorporated from community ideas and/ or concerns where possible.

The additional budget required is estimated to be \$150,000 (a breakdown is attached).

Option 3 – Update the 2011 Harbour Strategy

This option considers all the feedback from the consultation and creates a work plan from the ideas presented. The existing strategy would be updated with the new work plan. This would mean that no spatial framework is created and would provide less input into the District Plan process. This plan would unlikely to be as long-lasting as a Masterplan and would need to be updated regularly.

The additional budget required is estimated to be \$70,000.

Add on Option 4 – Seek feedback from the Community as part of the Annual Plan process

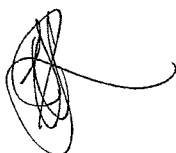
The scope of this project has changed significantly from its original scope. The community has shown support for a full Masterplan through the pre-engagement process, but the costs of a Masterplan have only been established recently. An option is to seek feedback on the level of a Masterplan through the Annual Plan process. This option is recommended should Council feel uncertainty about the level of community commitment to the change of scope to the project.

This would delay the Masterplan work for some months.

Conclusion

Officers have not put forward a recommended option. However, having considered the options summarised above, the following conclusions have been reached:

1. A Masterplan does provide more certainty moving into the future and is a long-term document that also provides a spatial plan.
2. More certainty does mean that there should be significantly less time required to respond to ideas, saving both the community and Council time and money moving forward.
3. The community appears to support a full Masterplan, but the costs of developing one have not been known until now.



Neil Jorgensen
Assets Group Manager

Attachments

Additional decision-making considerations

Technical resources and recommended procurement

Draft Establishment report (circulated as a separate PDF to the Final Agenda Papers)

Additional Decision-Making Considerations

The following matters have been considered in making the decisions.

Outcomes

We enable opportunities for new and existing business

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

We understand the diverse needs of our Community

Waitaki's distinctive environment is valued and protected

Publicity and Communication Considerations

It is recommended that the decision is circulated through normal media channels and that the finalised Establishment Report is made available on Council's website.

OAMARU HARBOUR SPACE MASTERPLAN - TECHNICAL RESOURCES AND RECOMMENDED PROCUREMENT				
DELIVERY OPTIONS				
TECHNICAL INPUT	WHAT	OPTION ONE	OPTION TWO	
URBAN DESIGN & PLACEMAKING				
HERITAGE	HERITAGE CONSERVATION - IDENTIFY FEATURES, BUILDINGS, LANDSCAPES	INTERNAL RESOURCE	INTERNAL RESOURCE	
		\$0.00	\$0.00	
ENVIRONMENT	ENVIRONMENTAL CONSERVATION - IDENTIFY FEATURES, WILDLIFE, LANDSCAPES	ENVIRONMENTAL SPECIALIST	ENVIRONMENTAL SPECIALIST	
		\$5,000.00	\$5,000.00	
URBAN DESIGN & PLACEMAKING	KEY INPUT. USING PRIOR WORK. DEVELOPING THE SPATIAL PLAN & VISUALISATIONS. DEVELOPMENT OF PLANS TO INFORM DISTRICT PLAN REVIEW	URBAN DESIGN SPECIALIST	URBAN DESIGN SPECIALIST	
		\$50,000.00	\$50,000.00	
PROFESSIONAL SERVICES				
LEGAL	LEGAL SERVICES: PROPERTY, CONSENTS, PLAN CHANGES	EXISTING RESOURCE	EXISTING RESOURCE	
CONTAMINATED SITE SPECIALIST	IMPLICATIONS AND ADVICE AROUND ANY CONTAMINATED, OR POTENTIALLY CONTAMINATED SITES	CONTAMINATED SITES SPECIALIST	CONTAMINATED SITES SPECIALIST	
		EXISTING RESOURCE	EXISTING RESOURCE	
PROPERTY				
COMMERCIAL VIABILITY	UNDERSTAND THE VIABILITY OF COMMERCIAL & RESIDENTIAL CHANGES TO LAND USE AND ECONOMIC IMPACTS. ESSENTIAL INPUT INTO DEVELOPMENT PLAN TO INFORM DISTRICT PLAN REVIEW	COMMERCIAL PROPERTY EXPERT	COMMERCIAL PROPERTY EXPERT	
		\$15,000.00	\$15,000.00	
PROPERTY TRANSACTIONS	SALES AND ACQUISITIONS	COMMERCIAL PROPERTY EXPERT	COMMERCIAL PROPERTY EXPERT	
		EXISTING BUDGET	EXISTING BUDGET	
INFRASTRUCTURE & ENGINEERING				
TRANSPORT PLANNING	DEFINE AND PLAN FOR ALL MODES OF TRANSPORT. UNDERSTAND HOW CONNECTIVITY CAN BE OPTIMISED.	TRANSPORT PLANNER	TRANSPORT PLANNER	
		\$20,000.00	\$20,000.00	
STRUCTURAL ENGINEER	ISSUES WITH STRUCTURES INCLUDING NEW AND EXISTING	STRUCTURAL ENGINEER	STRUCTURAL ENGINEER	
MARITIME ENGINEER	EXPERT ADVICE REGARDING ALL MARITIME STRUCTURES	MARITIME ENGINEER	MARITIME ENGINEER	
		EXISTING WORK	EXISTING WORK	
ANCILLARY SERVICES				
COMMUNICATION, ENGAGEMENT, CONSULTATION	COMMUNICATION AND ENGAGEMENT SERVICES (PRODUCTION OF PUBLIC FACING DOCS AND ENGAGEMENT EVENTS TO BE DONE INTERNALLY)	COMMUNICATION SPECIALIST WITH INTERNAL DIRECTION	COMMUNICATION SPECIALIST WITH INTERNAL DIRECTION	
		\$30,000.00		
PROCUREMENT	SCOPING AND MANAGING THE PROCUREMENT PROCESS	INTERNAL RESOURCE	INTERNAL RESOURCE	
ILM & OPTIONS FACILITATION	VISION & WORKSTREAMS WORKSHOP INDEPENDENT FACILITATOR	RATIONALE	RATIONALE	
		\$5,000	\$5,000	
PROJECT and PROCUREMENT MANAGEMENT				
PROJECT MANAGEMENT	INTEGRATION SPECIALIST PROJECT MANAGER 1 week per month.	PROJECT MANAGEMENT SPECIALIST	PROJECT MANAGEMENT SPECIALIST	
		INTERNAL RESOURCE	INTERNAL RESOURCE	
PROJECT and PROGRAMME MANAGEMENT				
OAMARU HARBOUR INDICATIVE PROGRAMME BUSINESS CASE (DIRECTS DECISION MAKING PROCESS)	DELIVER OVERARCHING MASTERPLAN IPBC	RATIONALE	RATIONALE	
	EVIDENCE, CASE FOR CHANGE, INVESTMENT OBJECTIVES	\$15,000	\$15,000	
	OPTIONEERING	\$10,000	\$10,000	
	COMPLETION OF BUSINESS CASE	\$30,000	\$30,000	
TOTAL		\$180,000	\$150,000	

Waitaki District Council Report

From Finance and Corporate Development Group Manager **Date** 19 February 2019

2019/20 Annual Plan Draft Operating Budgets and Proposals

Recommendations

That Council:

1. **Confirms** the updates to the 2018-28 Long Term Plan (LTP) year 2 operating budgets discussed at the workshops held on 27 November and 18 December 2018,
2. **Agrees** the changes to the operating budgets as set out in Appendix 1, plus any amendments or additions added to the schedule;
3. **Confirms** the LTP year 2 projects as set out in Appendix 2;
4. **Agrees** to include the additional proposals as set out in Appendix 3, plus any amendments or additions added to the schedule;
5. **Notes** that the current level of rates increase is substantially below that indicated for Year 2 of the LTP;
6. **Agrees** that the proposed changes to year 2 of the LTP do not constitute a significant or material difference to year 2 of the LTP;
7. **Confirms** whether the Council consults with the community and, if so, the format of the consultation. If the decision is made to consult then;
8. **Directs** Council staff to bring the content that will support community consultation to the 26 March 2019 Council meeting for approval.

Objective of the Decision

The objective of this report is for Council to agree draft operating budgets and proposals to advance the 2019/20 Annual Plan (AP). The recommendations also direct Council staff on consultation and engagement requirements.

Background

The Annual Plan (AP) provides a process to adjust the budgets appearing as Year 2 of the LTP. The Local Government Act 2002 provides Council with a level of discretion on how it consults and engages with the community on proposed changes. Council meetings and discussions to date have indicated that implementation of the LTP is on track and proposed change is not significant or material.

Discussion

When preparing the draft operating budgets and proposals, officers reviewed the comments pieces including revenue (including fees and charges), expenditure, and existing agreed projects. All of these aspect were updated to reflect the current best estimates to achieve the same levels of service with the same assumptions as set out in the LTP. This resulted in a decrease in the overall rate requirement.

As part of the review process a number of other areas of further review and possible amendment were also identified. These areas of potential change were discussed with elected members at the workshops held on 27 November and 18 December 2018. Based on these discussions a number of changes to assumptions and budgets are set out in Appendix 1 and now require approval by Council.

Appendix 1 summarises, at a high level, changes made to budgets over the past several months, and provides details of changes made at the most recent Annual Plan Workshop on 18 December 2018.

Those changes have included:

- Increased charges for water by meter for all zones of the expended Oamaru Water scheme
- Increased rental levels for tenants of Council's community housing facilities
- Subsidise 2020 payroll costs from 2019 payroll underspend
- Removal of a vacant Parks Officer role (pending business case)
- Increased annual grant to Tourism Waitaki to cover A2O marketing
- Increased electricity and insurance budgets to reflect current actual costs and likely future charges

- Increased overall salaries budgets to reflect new, approved, roles, and remuneration increases
- Increased depreciation as a consequence of the recent revaluation of 3 Waters infrastructure
- Confirmed use of separate rate accounts for Oamaru Water and Sewer at previously-agreed levels.

Proposals and Projects

Appendix 2 details those projects agreed as part of the LTP for inclusion in Year 2 of that plan. These projects were previously viewed by Council at the 18 December 2018 workshop, and are now ready for formal approval.

Note that items highlighted in yellow in Appendix 2 have been changed from the original project from Year 2 of the LTP, and associated narrative provides further information.

Appendix 3 lists new projects proposed for inclusion in this Annual Plan, and is also ready for formal approval. Again, Councillors have seen and discussed this listing at the December workshop. It was noted at that workshop that project 20003, which had appeared in the report at the November workshop, had been deferred. Appendix 3 now excludes that project as being irrelevant to the Annual Plan discussion.

Council can use this meeting to make further adjustments to the draft budget proposal prior to potential community consultation. This can include making changes to draft operating budgets and including new or amended proposals. The Council will approve the Annual Plan in June 2019. Up until that point, the Council can continue to adjust the draft budget proposal to, for example, reflect community feedback or improved planning information.

The net impact on the total rates required of the updates and changes is a draft increase of 2.77%. This draft increase compares very favourably to the 4.13% indicated in the LTP.

Community Consultation and Engagement

A local authority must prepare and adopt an annual plan for each financial year. The authority is required to consult with its community unless the proposed annual plan does not include significant or material differences from the content of the long-term plan for the financial year to which the proposed annual plan relates. If a Council decides that there is significant or material differences, then it must decide on an engagement approach that reflects the level of change or difference.

This report provides a final step in the Council process of deciding the requirement for community consultation and engagement. Proposed changes to year 2 of the LTP have been carefully considered at Council elected member workshop meetings. Feedback from those meetings has indicated that the proposed changes to the LTP do not constitute a significant or material difference to year 2 of the LTP. Council must now take a formal decision that this is the case. There are two decision-making scenarios:

Scenario 1 – decide no significant or material difference but consult regardless of the lack of any legal obligation to do so.

Scenario 2 – decide no significant or material difference and no consultation. In this scenario, the Council would simply communicate change to the community and possibly seek input on very specific or targeted matters.

A suggested target area under Scenario 2 is community place-making consultation. Two significant place-making projects – the Oamaru HarbOUR Space and the Waitaki District Plan consultation – are already underway. Significant feedback has already been received as part of this consultation and this feedback will be used to inform the Waitaki District Plan process and could be used to inform the Annual Plan decision-making. Further consultation is planned for both projects with Waitaki District Plan community engagement scheduled for March and April 2019. Information gathered from this consultation could also inform the 2019/20 Annual Plan decision-making.

Once the Council formally adopts the consultation approach, if required staff will develop consultation material for approval at the 26 March 2019 Council meeting. That meeting would also approve implementation of the consultation plan and how any feedback from the consultation will be processed.

Next Steps

Assuming Council agrees the recommendations in this report, the next steps include:

- 26 March 2019 Council meeting – Approving consultation material and implementation of the communication plan
- April – Consult with the community
- May – Community feedback and Council consideration
- June – Completion and approval of the Annual Plan.



Paul Hope

Finance and Corporate Development Group Manager

Summary of Decision-Making Criteria

Appendix 1 Changes to Year 2 2018-28 Long Term Plan for confirmation

Appendix 2 Projects in Year 2 of the LTP for confirmation

Appendix 3 New projects for inclusion in the Annual Plan for confirmation

Summary of Decision-Making Criteria

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

Outcomes (Environment, Cultural, Social)

This report directly and indirectly influences all activities of Council through:

- relating to the proposed draft budget proposal
- providing integrated decision-making and coordination of the Council's resource
- contributing to the accountability of the local authority to the community.

Policy and Plan Considerations

This report involves the development of the 2019-20 Annual Plan based on year 2 of the LTP.

Community Views

This report requires Council judgment about community interest in the proposed changes to the LTP.

Financial Considerations

This report involves adjustments to the 2019/20 forecast budgets.

Legal Considerations

This report has been completed in consideration of Part 6 of the Local Government Act 2002.

Significance

This report requires the Council to make a formal decision on the Significance and Materiality of change to the LTP. The Council's Significance and Engagement Policy serves as a guide to Council elected members and staff in such decisions.

Community Board Views

Community Boards have an interest in the Annual Plan process and are factored into the communications plan.

Publicity and Communication Considerations

This report refers to a communications plan that will be implemented via a Council decision.

Appendix 1 – Changes to Year 2 2018-28 Long Term Plan – overall summary

This table summarises at a high level movements in projected rates against the budgets for 2018-19 and for 2019-20 (Year 2 of the LTP) and incorporates officers' recommendations

Reason for budget change	Annual Plan 2019/20 Vs LTP Year 1 \$000	Annual Plan 2019/20 Vs LTP Year 2 \$000	Change Vs LTP Year 1 %	Change Vs LTP Year 2 %
Starting point - Rates budgeted 2018/28 LTP year 1	31,232			
Starting point - Rates budgeted 2018/28 LTP year 2		32,522	4.13%	N/A
Changes made prior to, and discussed at, workshops on 27 November and 18 December 2018	1,052	(238)	3.37%	-0.73%
Total Rates Requirement prior to workshop 18 December 2018	32,284	32,284	3.37%	-0.73%
Changes arising from discussions and decisions made at the 18 December workshop - refer CHOICES schedule next page	(188)	(188)	-0.60%	-0.58%
Total change arising from workshop 18 December 2018 (details appear on the next page)	(188)	(188)	-0.60%	-0.58%
	32,096	32,096	2.77%	-1.31%

Appendix 1 – Changes to Year 2 2018-28 Long Term Plan – decisions made at 18 December 2018 Workshop

At the workshop on 18 December 2018, Councillors were presented a range of options. The results of decision taken at that workshop are detailed below, and have been incorporated into the highlevel table on the previous page

Reason for budget change	Comments and Notes	Options	Workshop Decision	Workshop Change \$000
Items considered at the Workshop held on 18 December 2018 - TO BE APPROVED				
Water by meter rate	Rate of 98c (inc GST) per cubic meter of water supplied has not changed since 2006.	1 - Retain budget \$520k 2 - Up 10% to \$572k 3 - Up 20% to \$624k 4 - Select a different %	2	(52)
Community Housing rentals	Consider increasing community housing rentals	1 - Retain budget \$527k 2 - Up 10% to \$580k 3 - Up 20% to \$632k 4 - Select a different %	2	(53)
Salaries for 2019 are projected to be under budget by approx \$50k by June 2019	Subsidise 2020 payroll from 2019 underspend	1 - Retain budget 2 - Subsidise \$50k	2	(50)
Tourism Waitaki - Council is reducing annual grant by \$50k pa, and has also assumed responsibility for A2O maintenance. TW still responsible for A2O promotion, booking engine etc	Increase annual grant to cover A2O promotion, and to provide improved cashflow	1 - Retain budget \$400k 2 - Fund more \$50k 3 - Fund more \$100k 4 - Fund a different \$	2	50
Parks Officer - new position included in the budget to provide support for A2O maintenance, toilets, camping grounds and freedom camping	This position is currently in the budget, cost of \$80k salary & \$3k Kiwisaver etc	1 - Retain budget 2 - Remove position	2	(83)
Total Rates impact				(188)

Appendix 2 – Projects approved for inclusion in Year 2 of the 2018-28 LTP – with updated information where applicable

Department	Ref	Project	2018-28 LTP	Change requested	Draft Annual Plan 2019-20	Sources of funding					
						General Reserve	Special Reserve	Separate Reserve	Depreciation Reserve	Internal loan	External funding Rates
Aquatic Centre Parks & Recreation	173	Oamaru reserves Amenity <i>Budget amended to better reflect Oamaru's population</i>	10,000	10,000	20,000		(20,000)				-
	19035	Aquatic Centre operating software	51,000		51,000				(51,000)		-
	19031	Oamaru Gardens Playground	153,000		153,000		(61,200)		(91,800)		-
	19032	Street tree remedial works (year 2 of 3)	20,400		20,400			(20,400)			-
	19040	Great Rides	153,000		153,000		(76,500)			(76,500)	-
	19034	Otematata river management	25,575		25,575				(12,788)		(12,787)
	19036	Indoor recreation centre - planning	51,000		51,000					(51,000)	-
	19037	Coastal erosion mitigation	61,200		61,200					(61,200)	-
	19041	Toilet infrastructure (Campbells Bay, Hampden Beach, Moeraki) <i>Update construction schedule - no rate impact</i>	306,000	94,000	400,000					(166,500)	(233,500) -
	19121	Mountain Bike grant	10,200		10,200						(10,200)
	19122	MTB Jump/Pump development - deferred to 2021 <i>Defer project 12 months</i>	20,400	(20,400)	-						-
	19127	Walkways - total 4 wards	40,800		40,800						(40,800)
Waters	243	Oamaru Water mains renewals	1,030,000		1,030,000				(1,030,000)		-
	245	Waihemo water mains	50,000		50,000		(35,000)		(15,000)		-
	262	Oamaru Wastewater overflow mitigation (year 2 of 2)	515,000		515,000					(515,000)	-
	270	Oamaru Wastewater mains & equipment	412,000		412,000				(412,000)		-
	273	Oamaru Stormwater capacity	50,000		50,000				(50,000)		-
	274	Wastewater systems CCTV inspections	100,000		100,000				(100,000)		-
	275	Oamaru Breakwater maintenance <i>LTP had \$200k very two years, review indicates needs done annually for five years, then every two years</i>		200,000	200,000				(200,000)		-
	19062	Tokarahi water storage	123,500		123,500				(123,500)		-
	19063	Bushy Creek rural upgrade	92,650		92,650				(92,650)		-
	19064	Stoneburn rural upgrade	236,630		236,630				(236,630)		-
	19068	Rural water supplies - capacity improvements	75,000		75,000				(75,000)		-
	19096	Sludge disposal Palmerston	200,000		200,000				(200,000)		-
	19099	WWTP improvements Palmerston	200,000		200,000				(200,000)		-
	19100	Oamaru stormwater capacity reinstatement	200,000		200,000				(200,000)		-
	19104	Duntroon wastewater	200,000		200,000		(50,000)			(150,000)	-
	19105	Moeraki WWTP overflow mitigation	50,000		50,000				(50,000)		-
	19106	Tokarahi water raising main	320,000		320,000				(320,000)		-
	19124	Litter bins, waste education	55,000		55,000			(35,000)		(10,000)	(10,000)

Appendix 2 – Projects approved for inclusion in Year 2 of the 2018-28 LTP – with updated information where applicable (continued)

Department	Ref	Project	2018-28 LTP	Change requested	Draft Annual Plan 2019-20	Sources of funding					
						General Reserve	Special Reserve	Separate Reserve	Depreciation Reserve	Internal loan	External funding Rates
Roading	190	Renewals Pavement rehabilitation - per NZTA	1,436,967	(8,967)	1,428,000		(57,120)		(585,480)		(785,400) -
	191	Renewals Unsealed metalling - per NZTA	687,673	(22,673)	665,000		(26,600)		(272,650)		(365,750) -
	192	Renewals Sealing - per NZTA	1,694,094	(36,594)	1,657,500		(66,300)		(679,575)		(911,625) -
	193	Renewals Bridge & Culvert - per NZTA	332,181	14,619	346,800		(13,872)		(142,188)		(190,740) -
	193A	Kakanui Bridge - planning	511,500		511,500		(20,460)		(209,715)		(281,325) -
	194	Renewals Drainage - per NZTA	501,875	(13,375)	488,500		(19,540)		(200,285)		(268,675) -
	195	Renewals Traffic Services - per NZTA	171,380	7,120	178,500		(7,140)		(73,185)		(98,175) -
	197	Renewals NZTA Engineering	10,844		10,844		(434)		(4,446)		(5,964) -
	199	Renewals Footpaths - per NZTA	511,500	(89,000)	422,500		(16,900)		(173,225)		(232,375) -
	200	Renewals Carparks	73,257		73,257				(73,257)		-
	309	River training - ongoing costs	20,000		20,000						(11,000) (9,000)
	19021	Bushy Park Carpark	30,000		30,000				(15,000)		(15,000)
	19023	Minor improvements	1,368,744	12,848	1,381,592		(55,264)		(566,453)		(759,875) -
	19025	Dust mitigation	10,000		10,000						(5,500) (4,500)
	19026	Stormwater regulation	25,000		25,000		(1,000)		(10,250)		(13,750) -
	19115	Road safety projects - budget for NZTA subsidy	46,215	2,285	48,500						(26,675) (21,825)
		All Roading changes agreed with NZTA									
	19125	More seal extensions	200,000		200,000			(150,000)			(50,000) -
	19128	Cycle safety	5,000		5,000						(2,750) (2,250)
Property	283	Earthquake-prone buildings strengthening (was Regulatory)	50,000		50,000						(50,000)
	19001	Council HQ roof/clock tower	255,000		255,000				(255,000)		-
	19002	Oamaru airport infrastructure - b/fwd ex Yr 3		360,000	360,000					(360,000)	-
		Project brought forward from 2021									
	19003	Harbour dredging - was \$200k 2yrlly, now \$100kpa	71,400	28,600	100,000	(10,000)					(90,000)
		Was \$200k 2 yearly, now \$100k p.a - 2020 was to be a year where WDC established a reserve for works in 2021, with a rate impact of \$71,600, so rate increase is only \$18,400									
Planning	19009	Itchen Street shops water tightening - bfwd ex yr 3		52,000	52,000				(52,000)		-
		Project brought forward from 2021. no rate impact									
	19012	District Plan review (year 2 of 6)	262,900		262,900					(218,494)	(44,406)
		Brought forward from 2021, complete review sooner. The LTP extends this over six years. Earlier completion has no immediate rate impact, loan servicing may impact from 2021		137,513	137,513					(137,513)	-
	19016	Contestable Biodiversity Fund (year 2 of 4)	10,000		10,000						(10,000)
	19017	World Heritage status	51,050		51,050					(51,050)	-
	19018	e-plan delivery	22,450		22,450						(22,450)

Appendix 2 – Projects approved for inclusion in Year 2 of the 2018-28 LTP – with updated information where applicable (continued)

Department	Ref	Project	2018-28 LTP	Change requested	Draft Annual Plan 2019-20	Sources of funding					
						General Reserve	Special Reserve	Separate Reserve	Depreciation Reserve	Internal loan	External funding Rates
Information Management											-
	277	Fibre network installed to remote sites <i>To be considered as part of an Information Services suite of projects - refer Appendix 3, #20005</i>	178,500	(178,500)	-						-
	19048	GIS Aerial imagery <i>The original LTP project was mis-stated. No rate impact Actual project costs \$60,000 every three years</i>	20,400	39,600	60,000				(60,000)		-
	19103	Big Data analysis	40,800		40,800						(40,800)
Other	215	RN Motor Vehicles <i>Proceeds from vehicle sales reduced from \$75k to reflect prices being achieved as Council holds vehicles longer</i>	200,000		200,000				(160,000)		(40,000) -
	217	RN Library book purchases <i>Increase funded from Jamieson bequest and from slightly increased depreciation charge</i>	109,140	5,860	115,000		(6,000)		(109,000)		-
	19101	UNESCO Geopark - independent chairperson	30,480								-
	19101	UNESCO Geopark - travel to conferences	20,400								-
	19101	UNESCO Geopark - sundry	3,060								-
	19101	UNESCO Geopark - Government support	(15,240)		38,700						(15,240) (23,460)
			13,758,925	594,936	14,353,861	(10,000)	(533,330)	(205,400)	(7,102,077)	(1,710,757)	(4,384,819) (407,478)

Appendix 3 – New projects proposed for inclusion in the 2019-20 Annual Plan

					Draft	Sources of funding						
Department	Ref	Project	2018-28 LTP	Change requested	Annual Plan 2019-20	General Reserve	Special Reserve	Separate Reserve	Depreciation Reserve	Internal loan	External funding	Rates
NEW PROPOSALS	COMMUNITY SAFETY											
	20001	Community Development - increase staffing & capability										
		Coordinator - from 0.8 to 1 FTE		17,000								-
		Administrator - from 0.6 to 0.75 FTE		7,000								-
		Kiwisaver, etc		1,000	25,000	(15,000)					(10,000)	-
		Funded from accumulated funds and new external grants										
	GALLERY & MUSEUM											
	20002	Forrester Gallery lighting renewal		87,194	87,194				(87,194)			-
		Previously allowed as part of overall development project but needs to be done now that project is deferred										
		Funded from Depreciation reserves										
	PLANNING											
	20004	Recruit an RMA Monitoring Officer 0.75 FTE										
		Salary estimated		60,000								
		Kiwisaver etc		2,000	62,000						(62,000)	-
		Funded from increased user charges										
	INFORMATION SERVICES											
	20005	A range of projects to be completed over the balance of 2019 and the 2020 annual plan year, including:										
		SSRS report building (Hub replacement)		100,000								
		Upgrade LTP and Annual Plan systems		25,000								
		Other projects/contingency		175,000	300,000					(300,000)		-
		Projects to increase efficiency and improve future outcomes for the district - loan-funded, no material rate impact in 2020										
		This proposal may include project #277 from Appendix 2										
TOTAL NEW PROPOSALS				474,194	474,194	(15,000)	-	-	(87,194)	(300,000)	(72,000)	

Waitaki District Council Memorandum

From People and Culture Group Manager

Date 19 February 2019

Representation Review 2018 Update

Recommendation

That Council receives and notes the information.

Summary and Purpose

This memorandum provides an update to Council on progress through the Representation Review 2018 process.

Background

Further to reports to previous Council Meetings last year, Council resolved – at its 30 October 2018 Council Meeting (WDC 2018/143) to adopt its Initial Proposal for the Representation Review 2018 as its Final Proposal.

That Final Proposal was then publicly notified for an additional one-month period as required under the Local Electoral Act 2001, from 8 November to 9 December 2018. Only those people who made a submission on the Initial Proposal were able to lodge an appeal against the Final Proposal, and they could only appeal on matters raised in their own submission.

No appeals were received against the Final Proposal during the objection/appeal period.

One of the proposed Wards (Ahuriri) in the Final Proposal is still non-compliant with the fair representation requirements (the “+/- 10% rule”) at “-21.95”. For that reason, the Final Proposal has had to be treated as an appeal under section 19V (5) of the Local Electoral Act 2001 and referred to the Local Government Commission for a determination following the closure of the appeal/objection period.

Current Position

Information pertaining to Waitaki District Council’s Representation Review 2018 was subsequently provided to the Local Government Commission. A confirmation of receipt email has been received from Donald Riezebos, Chief Executive Officer of the Commission, who considered the information supplied to be “a thorough set of documents”.

What Happens Now?

The Role of the Commission

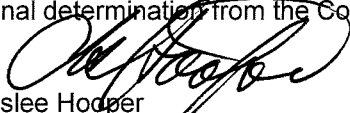
The Commission must:

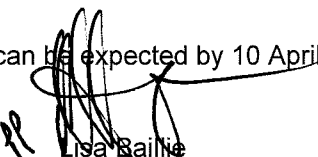
- consider the appeals, objections and other information forwarded to it
- determine the representation arrangements for the local authority (section 19R of the Local Electoral Act 2001)
- complete its duties before 11 April in election year.

The Commission is able to make any enquiries that it considers appropriate and may choose to hold meetings with the parties.

Determinations of the Commission may be appealed on a point of law, in accordance with Schedule 5 of the Local Government Act 2002; and are subject to judicial review under the Judicial Review Procedure Act 2016.

A final determination from the Commission can be expected by 10 April 2019.


Ainslee Hodder
Governance and Policy Advisor


Lisa Bailie
People and Culture Manager