



Notice of a Meeting of the

Ahuriri Community Board

at

Lakes Centre, Otematata

on

Monday 12 December 2016

at

3.15pm

In the interests of the environment and to help reduce photocopying costs, please bring your agenda with you to the meeting

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Ahuriri Community Board

2 Agenda

Venue: Lakes Centre, Otematata

Monday 12 December 2016 at 3.15pm

| | Page |
|---|-------|
| Apologies | |
| Declaration of Interests | |
| 1. Public Forum | |
| 2. Confirmation of Meeting Minutes | |
| • 29 August 2016 | 4-8 |
| • 1 November 2016 | 9-10 |
| 3. Election of Ahuriri Community Board Deputy Chairperson | |
| • Report and recommendation | 11-12 |
| 4. Assets Update | |
| • Memorandum and recommendation | 13-14 |
| 5. Recreation Update | |
| • Memorandum and recommendation | 15-17 |
| 6. Waitaki Valley Society: Visitor Information Services Funding | |
| • Report and recommendation | 18-25 |
| 7. Request for Funding – Kurow Museum | |
| • Report and recommendation | 26-27 |
| 8. Report on Separate Rate Accounts and Funds Available for Distribution for Community Projects | |
| • Memorandum and recommendation | 28-31 |
| 9. Verbal Updates: Chairman's Report; Community Board Member Area Reports; Councillor's Report | |
| • Verbal Updates | 32 |
| 10. Items for Information | 33-46 |
| • Mayor's and Chief Executive's Report to Council – 26 October 2016 | |
| • Health and Safety Update to Finance, Audit and Risk Committee – 5 October 2016 | |

"That the public be excluded from the following parts of the proceedings of this meeting, namely item 11 and 12.

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 Meeting Minutes – 29 August 2016 | Section 48(1)(a). (The disclosure of the information would cause unnecessary personal embarrassment to the persons concerned). |
| • 12 Ranfurly Street, Kurow | 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."

11. Confirmation of Meeting Minutes

- 29 August 2016

47

12. 12 Ranfurly Street, Kurow

- Report and recommendation

48-54

Waitaki District Council**Ahuriri Community Board****Minutes of a Meeting held at the Lakes Centre, Otematata
on Monday 29 August 2016 at 3.15pm**

| | |
|-------------------------|--|
| Present | Mr Sullivan (Chair), Mrs Munro, Mr Blackstock, Mr Reid, Mayor Kircher |
| Apologies | Mr Cowles |
| Leave of Absence | Cr Slee |
| In Attendance | Cr Hopkins Cr Percival Dr Cloete (Community Services Group Manager) Mrs Julius (Property Manager) – for public excluded item Ms McNeil (Property Officer) – for public excluded item Mrs Tanner (Policy Officer - Governance) |

Declarations of Interest

There were no declarations of interest.

RESOLVED

ACB16/044

Mr Reid/Mrs Munro

"The Ahuriri Community Board notes Cr Slee's leave of absence from 13 August to 16 September 2016 as requested at Council's 3 August 2016 meeting, and accepts an apology for absence from Mr Cowles."

CARRIED

1. Public Forum

Mr Dawson and Mr Chapman attended the meeting to observe.

Murray Turner, representing the Kurow Medical Centre, attended the public forum and spoke on the Kurow Helipad. Kurow Medical Centre are wanting to put a helipad on reserve land by the Medical Centre. Several residents were not notified of this possibility so further clarification was requested by board members. One of the Board's concerns were regarding residents not being informed and the proximity of the helipad to the playground.

There were also concerns about it being a commercial enterprise. Mr Turner explained it will only be used for medical emergencies and not licensed as commercial. The helipad would enable patients to be loaded directly from the Medical Centre onto a helicopter thereby speeding up medical emergency treatment.

Kurow Medical Centre have asked if there is another area that they could look at if the proposed site is not feasible.

Cr Hopkins pointed out that Council's planners would decide on who would need to be notified and the implications of the proposed helipad. Cr Hopkins also suggested Council's planners be approached in the first instance.

Mr Turner stated that a resource consent application has been completed and will be lodged.

Mr Reid pointed out that Cr Slee had a few reservations about the proposed helipad site in Kurow and Mr Reid feels that if the consent is for medical emergencies only that would be acceptable to residents.

ACB 29.08.16

Mr Turner will ensure all concerns are addressed prior to the consent application being submitted and the possibility of identifying an alternative site. Mr Turner advised that any possible safety issues will be investigated.

Kurow Helipad Lease

RESOLVED

ACB16/045

Mr Reid/Mrs Munro

"The Ahuriri Community Board agrees that subject to consent the resolution of property and safety issues and the exclusive use of the site for medical emergencies the Board has no objection to the use of a portion of the Kurow Recreation Reserve being used as a helipad."

CARRIED

The public excluded item was considered following Item 1.

2. Confirmation of Minutes

RESOLVED

ACB16/046

Mr Reid/Mrs Munro

"The Ahuriri Community Board confirms the minutes of the meeting dated 18 July 2016."

CARRIED

3. Assets Update

The purpose of this memorandum is to update the Board on issues, operations and projects, managed by the Assets Group, occurring within the Ahuriri Ward since the last Board meeting.

Board members have received positive comments from residents on the new bike stands in the Ahuriri townships.

RESOLVED

ACB16/047

Mr Blackstock/Mrs Munro

"The Ahuriri Community Board receives the information."

CARRIED

4. Recreation Update

The purpose of this memorandum is to update the Ahuriri Community Board on routine work, maintenance issues and progress on minor projects from 29 June to 5 August 2016.

Contractors plan to complete the removal of the film set at Falstone this week.

ACB16/048

Mr Reid/Mr Blackstock

"The Ahuriri Community Board receives the information."

CARRIED

5. Policy on Elected Members' Allowances and Recovery of Expenses – Amended following Remuneration Authority's Determination on 1 July 2016

On 8 June 2016 Council approved the Amended Policy on Elected Members' Allowances and Recovery of Expenses to be submitted to the Remuneration Authority for approval. Council's policy was approved by the Remuneration Authority by letter to Michael Ross on 13 July 2016.

ACB16/049

Mr Reid/Mrs Munro

"The Ahuriri Community Board receives the approved Elected Members' Allowances and Reimbursement Policy."

CARRIED

6. Verbal Updates: Chairman's Report; Community Board Members Area Reports; Councillors Report

Chairman's Report

Mr Sullivan updated the Board on recent meetings and events he has attended:

- 30 July – Attended workshop with Cr Slee and Ahuriri Community Board
- 2 August – Attended meeting with Mayor Kircher and Cr Slee
- 8 August – Attended Citizen's Awards in Oamaru
- 15 August – Attended meeting – Boat Harbour re the Otematata River with Eric van der Spek and ECan engineers
- 17 August – Attended Waitaki Valley Community Society meeting
- 20 August – Attended Otematata Residents Association meeting
- 24 August – Attended Council workshop where consent processes were discussed. This was a valuable workshop
- The River Protection supervised by ECan on Council's behalf on the Otematata River and Boat Harbour Camping ground is now completed for this year. Work should make the camping ground safe now from flooding.

Community Board Members Area Reports

Mrs Munro

- Attended Otematata Residents Association meeting last Saturday. One concern is the Community Noticeboard is being used as an advertising site for businesses
- Great delight to see the new see-saw installed recently
- Lot of locals planted daffodils along the walkway which will be coming up soon
- Otematata community are working well together, as do Kurow and Omarama communities.

Mr Reid

- Met with Mayor Kircher to discuss Waitaki Valley Community Society issues. Mr Reid has resigned from the Society
- Met with Kurow Medical Centre staff to discuss their lease
- Attended Waitaki Valley Community Society meeting
- Looking at creating a statue of Richie McCaw in Kurow
- Time was spent on Building Act discussions with Council officers and locals
- Kurow bridge timbers have been tidied up now. Barfoot's have disassembled the timbers and the cost of cleaning the site came out of the money paid for the timbers. The public can now remove what is left of the timber and make a donation to the Waitaki Valley Community Society.

Mr Blackstock

- Opening of the Waterforce shop in July in Omarama. Waterforce hope to expand and include general hardware etc
- 1 August – Attended Omarama Rural Fire AGM
- 9 August – Attended Omarama Business Group meeting
- 18 August – Attended Omarama Residents Association meeting
- 18 August – Attended the commemoration of the Vietnam War and the anniversary of the Battle of Long Tan
- Good to see a water supply blow out in Omarama was fixed within two hours
- An enquiry has been received from a resident about when Council inspect footpaths after winter. There is some breaking up on Sutherland Road by the carpark
- Concern expressed by a business owner that some sump holes are not working in Omarama
- Successful night on Saturday with Omarama School casino night where they raised approximately \$7,000.

RESOLVED
ACB16/050

Mr Reid/Mrs Munro
"That the Ahuriri Community Board receives the Chairman's report and verbal updates from Community Board Members."

CARRIED

7. Items for Information

Mayor's and Chief Executive's Report to Council – 3 August 2016

To provide Ahuriri Community Board members with a copy of the Mayor's and Chief Executive's report to the latest Council meeting, for information.

RESOLVED
ACB16/051

Mr Blackstock/Mr Reid
"That the Ahuriri Community Board receives the Mayor's report."

CARRIED

RESOLVED
ACB16/052

Mr Blackstock/Mrs Munro
"That the Ahuriri Community Board receives the Chief Executive's report."

CARRIED

Two items of urgent business were considered by the Board (Wetlands Walkway and Correspondence from Mr and Mrs Meehan).

Wetlands Walkway

RESOLVED
ACB16/053

Mr Sullivan/Mrs Munro
"The Ahuriri Community Board approve the supply and installation of a road sign 'Wetlands Walkway' to be funded out of Otematata Township Amenity Rate up to \$500."

CARRIED

Correspondence from Mr & Mrs Meehan

The Board received a copy of correspondence from Mr and Mrs Meehan as an item of urgent business and asked Dr Cloete to investigate the matter.

RESOLVED
ACB16/054

Mr Reid/Mr Blackstock

"That the public be excluded from the following part of the proceedings of this meeting, namely:

- Ahuriri Lease."

CARRIED

"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:

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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."

Refer to Public Excluded Minutes

RESOLVED
ACB16/056

Mr Blackstock/Mr Reid

"That the Board resumes in open meeting and decisions made in public excluded session are confirmed and made public as and when required."

CARRIED

There being no further business the Chairperson declared the meeting closed at 5.32pm.

Confirmed on this day, 12th day of December 2016 at Lakes Centre, Otematata

Chairman

Waitaki District Council

Ahuriri Community Board

Minutes of the Inaugural Meeting of the Ahuriri Community Board held in the Omarama Hall, Omarama on Tuesday 1 November 2016 at 4.00pm

Present Messrs Chapman, Cowles, Reid and Sullivan, Cr Dawson

Apologies Mrs Munro, Calum Reid (lateness)

In Attendance Mayor Kircher
Mr Ross (Chief Executive)
Mr Roesler (Policy and Communications Manager)
Mrs Hansen (Committee Secretary)

Welcome and Introduction

The Chief Executive welcomed the newly elected members of the Ahuriri Community Board.

1. Ahuriri Community Board Declarations

The Chief Executive invited the Ahuriri Community Board to make their declarations:

| | |
|------------|-------------|
| Mr Cowles | Mr Sullivan |
| Mr Chapman | Mr Reid |

The declarations were made and signed by each Community Board member and witnessed by the Chief Executive.

Mrs Munro will take her declaration at the next Ahuriri Community Board meeting on the 12 December 2016.

2. Election of Chairperson

The purpose of this report is to inform the election of the Chairperson and Deputy Chairperson of the Ahuriri Community Board in accordance with schedule 7 of the Local Government Act 2002.

RESOLVED
ACB16/57

Cr Dawson/Mr Cowles
"The Ahuriri Community Board resolves to elect:
1. Graham Sullivan as Chairperson."

CARRIED

The Chief Executive congratulated Graham Sullivan and invited him to resume the Chair. Mr Sullivan assumed the Chair.

RESOLVED
ACB16/58

Cr Dawson/Mr Sullivan
"The Ahuriri Community Board resolves to hold over the nomination for Deputy Chair until the next Community Board meeting on the 12 December 2016."

CARRIED

3. Election Report

The purpose of this report is to provide the results of the 2016 local authority elections conducted in the Waitaki District.

RESOLVED

ACB16/59

Mr Cowles/Cr Dawson

"That the Ahuriri Community Board resolves to receive the information."

CARRIED

4. Explanation of Legislation

The purpose of this memorandum is to provide the general explanation of these Acts as required under the Local Government Act 2002.

RESOLVED

ACB16/60

Cr Dawson/Mr Reid

"That the Ahuriri Community Board recommends to receive the information."

CARRIED

Mr Cowles left the meeting at 4.45pm

5. Minute of Appreciation

The Ahuriri Community Board, at the first meeting after the triennial elections, records a minute of appreciation to outgoing Board Members.

RESOLVED

ACB16/61

Mr Reid/Mr Chapman

"That Council and the Ahuriri Community Board resolves to record its sincere thanks to June Slee for the loyal and conscientious service given to the District as a member of the Ahuriri Community for three years, 2013 – 2016.

That Council and the Ahuriri Community Board resolves to record its sincere thanks to Michael Blackstock for the loyal and conscientious service given to the District as a member of the Ahuriri Community Board for nine years, 2007 – 2016."

CARRIED

There being no further business the Chairman declared the meeting closed at 4.55pm

Confirmed this day, 12 December 2016 at Lakes Centre, Otematata

Chairman

Ahuriri Community Board Report

From Policy & Communications Manager
Chief Executive

Date 12 December 2016

Election of Ahuriri Community Board Deputy Chairperson

Recommendations

The Ahuriri Community Board resolves to elect:

1. as Deputy Chairperson

Purpose

The purpose of this report is to inform the election of the Deputy Chairperson of the Ahuriri Community Board in accordance with schedule 7 of the Local Government Act 2002.

Summary

Under Schedule 7 of the Local Government Act a Community Board must have a Chairperson. While the legislation requires a Community Board to have a Chairperson it is silent on whether a Community Board should have a Deputy Chairperson. The decision to elect a Deputy is the choice of the Community Board. As indicated in reports to Council and Community Boards during July, the Remuneration Authority has set the 2016/17 rates for Chairs at \$11,275 (twice that of a Community Board member). The Remuneration Authority has made no increase or uplift for Deputy Chairs.

Summary of Decision Making Criteria

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

The recommendation in this report is within the scope of the purpose and amendments to Local Government Act 2002 to enable democratic local decision-making and action by, and on behalf of, communities; and to meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses.

Background

At the Ahuriri Community Board meeting on 1 November 2016 Mr Graham Sullivan was elected Chairperson. At 1 November meeting the Board resolved the following:

RESOLVED

ACB16/58

Cr Dawson/Mr Sullivan

"The Ahuriri Community Board resolves to hold over the nomination for Deputy Chair until the next Community Board meeting on 12 December 2016."

CARRIED

Summary

The Community Board can decide whether they wish to appoint a Deputy Chair.

Legal considerations

Part 2 of Schedule 7 of the Local Government Act states that a Community Board must have a chairperson and that Clause 25 applies to the election of Chairpersons of Community Boards. Clause 25, Schedule 7 of the Local Government Act 2002 outlines the process to be followed:

"...a local authority must determine by resolution that a person be elected by using one of the following systems of voting:

System A

- (a) Requires that a person is elected or appointed if he or she receives the votes of a majority of the members of the local authority or committee present and voting; and
- (b) Has the following characteristics:
 - i. There is a first round of voting for all candidates; and
 - ii. If no candidate is successful in that round there is a second round of voting from which the candidate with the fewest votes in the first round is excluded; and
 - iii. If no candidate is successful in the second round there is a third, and if necessary subsequent, round of voting from which, each time, the candidate with the fewest votes in the previous round is excluded; and
 - iv. In any round of voting, if two or more candidates tie for the lowest number of votes, the person excluded from the next round is resolved by lot.

System B

- (a) Requires that a person is elected or appointed if he or she receives more votes than any other candidate; and
- (b) Has the following characteristics:
 - i. There is only one round of voting; and
 - ii. If two or more candidates tie for the most votes, the tie is resolved by lot.

Prior to electing a Chair, the Community Board must resolve which system to use. Under System A, a majority will always prevail unless the final two candidates receive equal votes. Under System B, a minority candidate can theoretically be elected. As the Act calls for an election, there will still be a vote even if only one candidate were to be nominated.



Mike Roesler
Policy & Communications Manager



Michael Ross
Chief Executive

Ahuriri Community Board

Memorandum

From Assets Group Manager

Date 12 December 2016

Assets Update

Recommendation

That the information is received.

Summary and Purpose

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

1. Roothing

Overall it has been business as usual for Ahuriri Ward with some works arising from the rain event. There will be a general tidy-up run by SouthRoads prior to Christmas. The extra rubbish bin at the public toilets in Omarama is in place and is to be collected two times a week. The rejuvenation of the soak pit on Totara Peak Crescent appears to have been successful.

| | |
|----------------------------------|---|
| CRM | <ul style="list-style-type: none"> One request received in regard to mowing in Gordon Street Kurow |
| Road Maintenance | <ul style="list-style-type: none"> Edgebreak and premix has been completed on Avoca Lane, Lake Ohau Road, Loch Laird Road, Ohau Drive Potholes have been filled on Ranfurly Street and Pinot Court Drive A car park sign has been installed, plus two signs on Sutherland Road Omarama Grading has been completed on Short Cut, Cattle Valley, Broken Hill, Birchwood, Ben Omar, Awakino Skifield, Awahokoma Roads Flood works have been carried out at the North end of Ahuriri Flooded streets were cleared during heavy rains in Omarama |
| Road Resurfacing | <ul style="list-style-type: none"> The reseal programme has been completed in Ahuriri, this includes the following sites: McCaughtries, Loch laird, Quailburn, Lake Ohau Roads and Ohau Village Roads. |
| Amenity Rate Project | <ul style="list-style-type: none"> Two flag brackets will be installed in Otematata in December. The Kurow flag brackets proposal should be carried out by the Community Board to make a submission to Meridian. |
| Street Lighting | <ul style="list-style-type: none"> The Rata Drive lighting pole replacement has been completed. LED lighting upgrade for all Ahuriri townships are programmed for in the New Year. A full design will be carried out by Network Waitaki Ltd to ensure new upgrades are compliant. Christmas decorations will be installed in December including flag banners in Otematata |
| Road Markings and Signage | <ul style="list-style-type: none"> There has been some re-marking carried out in Ahuriri over the last two months. |
| Bridges and Structures | <ul style="list-style-type: none"> Bridge maintenance has been carried out on: Bushy Creek, Earthquakes, Stock, eastern, Awakino, Broken Hut, Quailburn, Henburn and Lake Ohau Roads. |

| | |
|-----------------------------|--|
| Township Maintenance | <ul style="list-style-type: none"> • The kerb has been fixed on Rata Drive by the sump • Work has been completed on drainage by soak pit from Teal Crescent, Keene Place and Totora Peak Crescent, the manhole was cleaned out and over pipe installed to the rock pit, this will assist the drainage in the area. |
|-----------------------------|--|

2. Water

Otematata

Temporary chlorination is currently in place on the Otematata water supply, and flushing of all the mains is in progress. These steps will keep the drinking water fully treated during the flushing. The chlorine will be removed once the flushing is complete, and the permanent Boil Water Notice will be lifted.

The high flow conditions created by the flushing resulted in higher turbidity water being produced from the bores, and it is now likely that cartridge filtration will be required before the UV lamps.

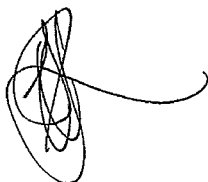
Omarama

A third production bore has been established, and treatment plant design works will commence in early 2017.

Waste water

Otematata

Remedial works at the disposal beds have been completed ahead of the summer population influx. Works included replacement of tightly-bound sands near the disposal trenches with free-draining gravels, so that the peak summer population does not result in surface ponding near the trenches.



Neil Jorgensen
Assets Group Manager

Ahuriri Community Board

Memorandum

From Recreation Manager

Date

12 December 2016

Recreation Update

Recommendation

The Ahuriri Community Board receives the information.

Purpose

The purpose of this memorandum is to update the Ahuriri Community Board on routine work, maintenance issues and progress on minor projects from 5 August 2016 to 21 November 2016.

Comment

- *General Maintenance* – Continual rain has resulted in the maintenance contractor being unable to carry out mowing operations as scheduled. They are committed to catching up and we are working with them to try to ensure high profile areas, sportsfields and places where events are scheduled are a priority and look as best they can. We ask for patience as they get on top of this and wish to reiterate that this has been caused by weather conditions and is no fault of the contractor.
- *Falstone Film Set* – Paul Smith have completed their contract works to remove the film set. As we agreed with them, some of the crushed concrete material was spread on the site. We are monitoring how this looks/works and may remove this following the camping season.
- *Sailors Cutting and Falstone Waste Water Upgrades* – The design has been completed for Sailors Cutting and an application for resource consent made. It appears that we will also need a new resource consent for the bore and we may need to consider grey water management in the future. We are holding off on Falstone work to learn from the Sailors Cutting consent.
- *Camping* – Seasons pass sales are higher than previous years which bodes well for this camping season. We hope the weather pattern changes in time for the summer holidays. Youth campers at Loch Laird caused issues.
- *Ohau* - Residents with spraying qualifications have been working diligently on the local reserves, managing plantings and pest control as volunteers.
- *Omarama* - Grazing and weed control issues have come to the fore with ECan. Council require lessees to manage pest control over these areas as part of their lease.
- *Omarama Dump Station* – The dump station is open for use. Planting of tussocks on the soil mounds will be completed when this can be fitted into the work programme.
- *Omarama Playground Rubbish* – The bin at the playground is being filled with rubbish from the hall. The hall users are responsible for their own rubbish.
- *Otematata River Protection* – ECan successfully carried out this work and it has already proven beneficial with the recent rain we have experienced.
- *Sefton Lane* - The boundary fence between the walkway and 12 Sefton Lane will be replaced in the near future by Stanger contracting.
- *Otematata Tennis Courts* - Two prices have been received from contractors for replacement of the netting around the tennis courts. Officers are looking at how this can be funded.
- *Otematata Wetlands Walkway* – The management plan is due its 5 year revision and renewal with the ORAI (Otematata Ratepayers Association Incorporated) and relevant authorities.

- *Kurow Medical Centre Helipad* – The resource consent application has been returned requesting further information. Once this information has been received we will discuss public notification requirements with our consents people and do this jointly.
- *Kurow Island* – A programme of works has been approved and the local community is progressing this work.
- *Kurow Holiday Park Caravan storage* – The Holiday Park lessee has requested that they be allowed to use an area of their lease which is only able to be used for grazing for caravan storage. Their letter requesting permission to do this is attached. Officers have no issues with this.
- *Reserve Improvement Fund* - \$6,000 is available for Ohau improvements and \$12,000 for the rest of the Ward. Officers request the Community Board identifies three priority projects that we can plan and price prior to bringing these back to the Board for consideration.



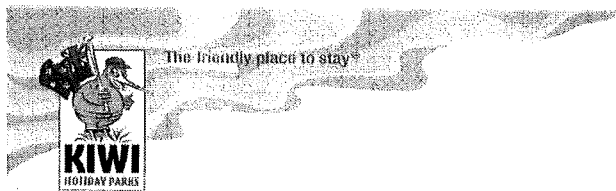
Erik van der Spek
Recreation Manager

Thunes Cloete
Community Services Group Manager

Attachments:

Attachment One – Kurow Holiday Park Lease Letter

Attachment One – Kurow Holiday Park Lease Letter



Kurow Holiday Park 2016
76 Bledisloe Street
Kurow 9435

Phone: 0800 142 649
kurowholidaypark@clear.net.nz

Mr Eric Van der Spek
Waitaki District Council
20 Thames Street
Oamaru

15. 11. 2016

Dear Mr Van der Spek

Re: Lease Number 626516.2

As you are aware my husband and I recently purchased Kurow Holiday Park in July 2016. The above lease was negotiated by the previous owners and I am writing in reference to Clause 2 of this lease.

The previous owners requested and were granted a change to Clause 2. Delete the reference to a "children's playground" and replace it with "grazing".

Since taking over the Holiday Park we have been approached by many people requesting storage for their caravans and boats over the winter period. These persons generally camp at the Waitaki District Council Lakes camping areas.

Various reasons have been given for the storage requests e.g.

- No area at their home address to store a caravan or boat
- Not wishing to use two vehicles and associated fuel cost to tow a boat and caravan to their camping site
- Partners are not confident to tow a vehicle

We do have a dedicated caravan / boat storage area however this is near capacity therefore we respectfully request a deviation to the lease to allow us to provide storage for these vehicles in the paddock behind the houses situated before the camp roadside frontage. (Please see photo below)



The area is being grazed and we wish to continue this to keep the grass down and mitigate any possible fire risk.

Should you require any further information in regards this request please do not hesitate to contact us and we look forward to your response.

Yours sincerely

Diane Curtis

On behalf of Curtis Partnership Ltd

Ahuriri Community Board Report

From Community Services Group Manager

Date 12 December 2016

Waitaki Valley Society: Visitor Information Services Funding

Recommendations

The Ahuriri Community Board resolves that:

1. Negotiations are entered into with Tourism Waitaki relating to funding for Visitor Information Services starting on 1 July 2017.

Objective of the Decision

To give the Waitaki Valley Society and Ahuriri Community Board (ACB) the opportunity to negotiate funding for Visitor Information Services for the Ahuriri Ward from Tourism Waitaki (TW).

Summary

At a meeting held with Tourism Waitaki, Ahuriri Community Board and Waitaki Valley Society (WVS) representatives it was proposed that the ACB negotiate funding from Tourism Waitaki to support Visitor Information Services in Kurow.

Background

The ACB and WVS have been trying to negotiate a way forward with Tourism Waitaki (TW) for them to provide the Visitor Information Services at Kurow Museum and Information Centre. At a meeting last week with Jason Gaskill (TW) it was recommended formal negotiations are entered into for TW to provide Visitor Information Services based at Kurow Museum and Information Centre.

The survey being done until the end of February 2017 be completed and use the information requested to give factual information on time being spent on information services. This will allow us to approach Tourism Waitaki with a funding proposal to cover information services and the expected growth of tourism in the Waitaki Valley.

If the negotiation is successful the funding received by the Waitaki Valley Society for Visitor Information Services and Ahuriri Ward Agency Services may be affected (current contract attached).

Summary of Options Considered

Option 1 (preferred) – To enter into negotiations with Tourism Waitaki to provide Visitor Information Services based at Kurow Museum and Information Centre.

Option 2 – The ACB look at the feasibility of funding for Visitor Information Services through a targeted rate.

Option 3 – Retain the status quo.

Assessment of Preferred Option

Option 1 is the preferred option.

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

1. The ACB and WVS want to ensure they provide the best Visitor Information Services possible to tourists visiting the Waitaki Valley. They are convinced a separate contract with TW will provide this quality service.



Thunes Cloete

Community Services Group Manager

Appendix 1: Contract for Ahuriri Ward Agency Services

Appendix 1

*Waitaki District Council and the Waitaki Valley Community Society Incorporated
2016/17 Ahuriri Ward Agency Services Contract*

Waitaki District Council

Contract for Ahuriri Ward Agency Services

1. Definition and Interpretation

This agreement is a contract between the Waitaki District Council and the Waitaki Valley Community Society Incorporated.

WDC means Waitaki District Council

WVCSI means Waitaki Valley Community Society Incorporated

KMIC means Kurow Museum and Information Centre

Client means Waitaki District Council

Council means Waitaki District Council

Agent means Waitaki Valley Community Society Incorporated

Confidential Information is information that may be withheld from the public for reasons provided in the Local Government Official Information and Meetings Act 1987.

Council's representative is the Chief Executive Officer

WVCSI's representative is The Chairperson of WVCSI

'Party' means the client or agent. 'Parties' means the client and agent. 'Third party' means any other person or entity.

Services are as scheduled in Appendix A.

Variation means a change in scope, time of supply or scale of services.

Term of Contract is 12 months, from 1 July 2016 – 30 June 2017. As funding is subject to Council's budgeting and Annual Plan processes there is no automatic right of renewal or commitment for ongoing funding.

2. Obligations of the Agent

Services

The agent shall:

- provide the services listed in Appendix A
- Advise the client promptly if service is to be stopped or interrupted
- Act for the client as set out or implied in the schedule of services contained in Appendix A

TC. HS.2016-17 Waitaki Valley Community Society Incorporated.docx

3. Duty of Care

The agent shall use reasonable skill, care and diligence.

4. Employees and Independent Suppliers

The agent shall appoint, direct and pay any employee or independent supplier and is responsible to the client for the services of any employee or independent supplier.

5. Ordering materials or services

The agent shall not issue instructions, nor make undertakings that it knows:

- are beyond its authority or resources, or
- would not be countenanced by the client

The agent shall obtain the client's prior approval before purchasing or ordering goods or services, materials or equipment on the client's behalf that is not provided within the contract sum approved by the client.

6. Client's Concerns

The agent shall remedy any concerns notified by the client, to the client's satisfaction, or agree with the client to a plan to remedy such concerns.

7. Conflicts of Interest

The agent shall endeavour to ensure conflicts of interest do not arise and shall notify the client immediately in writing if it is thought that a conflict of interest may arise or has arisen.

Where a conflict of interest is identified and the client has given informed consent, the agent shall establish structures and practices that:

- Ensure the conflict is avoided or
- If avoidance is not practicable, ensure the effects of conflict are minimised.

In either situation the agent shall inform the client of the structures and practices that have been established and co-operate with the client to mitigate or negate the consequences of conflict of interest.

8. Communication

The representatives of the client and agent, as specified in clause 1 shall conduct communication between the agent and client on any matters contained within the contract.

The agent shall not represent nor purport to represent the client. The agent shall establish and maintain a good rapport with all stakeholders.

The client shall manage all public consultation issues.

9. Obligations of the Client

(a) Payment

Terms of payment shall be monthly instalments of the annual amounts detailed in Appendix B, with payments commencing the 20th of the month following the commencement of the contract, paid directly into a bank account supplied by the payee or by cheque.

The client shall pay the agent in accordance with the terms and conditions set out in schedule B. If the client disputes an invoice in whole or part, the client shall promptly give reasons for withholding the disputed amount and pay any undisputed amount.

If we have reason to believe that the agent is not fulfilling the intent of this agreement in any way, Council may withhold payment of council funds.

(b) Information

The client shall respond to any information request from the agent within 20 days.

The client shall co-operate with the agent and shall not obstruct or hinder the proper performance of services. Where approval of the client by the agent is sought under this contract, such approval shall not be unreasonably withheld or delayed.

The client shall be responsible for the services or work provided by third parties engaged by the client.

The client shall set and determine fees and charges for the provision of Council services in its Annual Plan.

10. Personnel

The client's representative has authority to issue instructions to the agent, on the client's behalf, and may monitor, review, approve, accept, reject, confirm or vary any or all services supplied by the agent.

The agent's representative has authority to receive instructions, act on instructions, co-ordinate activities to provide services, as agreed, on a day to day basis and to communicate with the client's representative.

The agent shall not initiate / negotiate commitments on behalf of the client, without prior approval from the client's representative.

The agent shall notify the client of personnel changes.

11. Liability and Insurance

(a) Agent's Liability

Where the agent breaches the agreement, the agent shall be liable for reasonably foreseeable claims, damages, liabilities or expenses caused by the breach.

Neither party is liable to the other for any loss or damage preceding the commencement of this contract.

(b) Insurance

The agent shall take out and maintain appropriate insurance cover and shall, if requested, produce evidence of the currency of such insurance cover as required under the contract.

12. Variations

The client may negotiate a variation to the contract or ask the agent to propose a variation.

13. Disputes

If there is a dispute between the parties in relation to the agreement or any matter arising from it, the parties will use their best endeavours and act in utmost good faith to resolve the dispute.

If the parties cannot resolve a dispute it shall be referred to arbitration in accordance with the Arbitration Act 1908 (and any amendments thereto).

No dispute gives either party the right to suspend their obligations under the terms of this agreement.

14. Termination

If a dispute cannot be resolved under the above clause the client may terminate this agreement by written notice to the agent. As soon as such notice is received, the agent shall cease the services.

The agent may terminate the agreement by written notice if the client has materially breached the terms of the agreement or if the agent cannot perform the services due to events that are beyond its control.

Termination shall not affect or prejudice the accrued rights or claims and liabilities of the parties.

If the client terminates the agreement or the agent terminates the agreement because of default by the client, the client shall pay the agent for services provided to the date of termination.

At the end of the contract term the agent shall return to the client any property or equipment that is in the agent's possession and is identified by the client as the client's property.

15. Events Beyond Control

Should an event occur that is:

- Beyond the control of either party; and
- Not directly or indirectly caused by either party; and
- Prevents the performance of services in whole or in part required under this agreement

*Waitaki District Council and the Waitaki Valley Community Society Incorporated
2016/17 Ahuriri Ward Agency Services Contract*

Then those services shall be suspended in whole or in part until such time as it becomes practicable to recommence the services. This condition excludes events personal to either party such as ill-health or lack of funding or resources.

In the event that there is a reasonable likelihood that the services can not be recommenced, then the agreement may be terminated by the client.

16. Reporting

The agent shall supply any and all information as and when agreed by the client for routine annual performance reporting.

Routine reporting requirements are included in Appendix A.

The agent shall co-operate with any audit request arranged by the client and shall enable access to information required by the client or the client's auditor.

17. Notices

All demands, notices, requirements, consents, variations and instructions, etc that relate to this agreement shall be in writing.

18. No Assignment

The agent shall not assign, transfer or sublet any of its rights or obligations under this agreement. If the agent seeks the client's permission to assign its rights or obligations, the client may refuse the request without the need to give reasons.

19. Severability

Each term of this agreement is valid and binding. If for any reason either party cannot rely on any term, all other terms will remain valid and binding and the parties shall negotiate in good faith for an alternative term with similar effect for both parties.

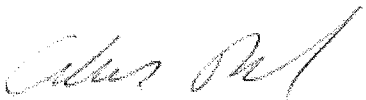
20. GST

All amounts referred to are exclusive of GST, unless stated to the contrary. Agent shall supply GST invoices for amounts contained in Appendix B.

Signed by


Community Services Group Manager
Waitaki District Council


Date


Chairperson
Waitaki Valley Community Society Incorporated


Date

Appendix A

Scope of Services Ahuriri Ward Agency Services

1. Kurow Museum and Information Centre

The agent shall maintain and operate the Kurow Museum and Information Centre (current location 57 Bledisloe Street, Kurow) for community needs in the Ahuriri Ward. The agent shall display hours of operation for the KMIC and notify the client of the same.

The agent shall ensure that the additional grant (\$5,000 from Ahuriri Board) received be allocated towards Kurow Museum operational cost (power, rates, insurance).

2. Council – Ahuriri Community Service Centre

The Kurow Museum and Information Centre shall serve as a Council contact point in the Ahuriri Ward for the following:

- a) Display of printed materials and documents for public information and reference
- b) Meeting venue for the Ahuriri Community Board and other Committee meetings
- c) Receive and forward to the Council's Oamaru office any and all Council correspondence and submissions on public consultation issues
- d) Generally facilitate as a link between the Ahuriri Ward and the Council's Oamaru office

3. Visitor Information Services

The agent shall operate a Visitor Information Service; displaying brochures and complying with the service level standards and requirements of the Waitaki Development Board

4. Funding Information Service

The agent shall maintain access to 'GivUs', a funding database provided by the Generosity New Zealand. This service is to be arranged by Council.

5. Accountability and Reporting Requirements

The agent shall supply Council

- Names of Trustees and
- Names and full contact details for staff and office bearers, and
- Notification of changes of Trustees, Office Bearers and staff as they occur.

The agent shall furnish an annual report to Council by 30 September, reporting on performance of the scope of services contained within the contract. Measurable data, as below, shall be reported where available and the Annual Report shall include Statement of Financial Performance and Statement of Financial Position. The report shall contain confirmation that required standards have been maintained and that funding advanced to third parties complied with conditions.

- Information Centre Statistics – breakdown of visitors
- Visitor numbers for museum – breakdown of Local(Waitaki Valley)/New Zealand/Overseas
- Satisfaction survey – twice yearly (winter and Summer)

*Waitaki District Council and the Waitaki Valley Community Society Incorporated
2016/17 Ahuriri Ward Agency Services Contract*

Appendix B

Ahuriri Ward Agency Services Grant

Kurow Museum and Information Centre

| | |
|--|-----------------|
| Visitor Information Services and Ahuriri Ward Agency | \$10,212 |
| Kurow Museum | \$5,000 |
| (Additional grant from Ahuriri Community Board discretionary fund – WDC 11/170) | |
| Ahuriri Community Board Community Grant - Other | \$3,000 |
| (Additional Funding for Visitor Information Services) | |
| Less Funding Information Service Subscription Cost | <u>- \$ 125</u> |
| | \$18,087 |

Ahuriri Community Board Report

From Policy Officer - Governance

Date 12 December 2016

Request for Funding – Kurow Museum

Recommendation

The Ahuriri Community Board to discuss and agree whether or not to fund the application from the Kurow Museum to assist with costs for printing of the book 'Waitaki Wheels – A History of Transport in the Kurow Area'.

Objective of the Decision

To respond to a request from the Kurow Museum who are seeking assistance with funding of the publication of a book 'Waitaki Wheels – A History of Transport in the Kurow Area' (copy of letter attached).

Summary

Funding options to be considered by the Board at today's meeting.

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 | No |
| Community Views | Key | Community Board Views | Key |
| Consultation | No | Publicity and Communication | No |

Background

Kurow Museum have requested funding to assist with printing costs of a book entitled: Waitaki Wheels – A History of Transport in the Kurow Area.

Summary of Options Considered

The Board has two options:

- Assist with funding in an amount to be agreed to come out of the Ahuriri Community Board's Discretionary Fund.
- Decline the funding application.

Assessment of Preferred Option

The Board consider this is a suitable project that meets the criteria for funding from the Discretionary Fund. If the funding application is successful the applicant is to complete a 'Community Board Grants Accountability Form' within six months of applying for the funding. Mrs Tanner (Ahuriri Community Board Secretary) will provide the applicant with a copy of this form if funding is agreed at today's meeting.

The overall significance of this decision is low.

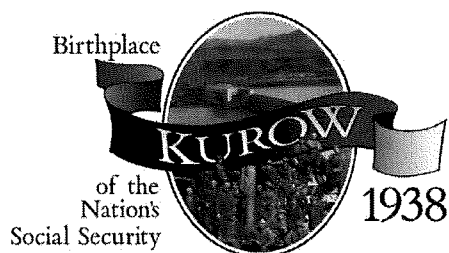


Margaret Tanner
Policy Officer – Governance



Mike Roesler
Policy & Communications Manager

Attachment: Letter – Kurow Museum



Kurow Museum
57 Bledisloe Street
KUROW 9435
museum@kurow.co.nz

24 October 2016

Mr G Sullivan
 Acting Chair
 Ahuriri Community Board
 Waitaki District Council

Dear Mr Sullivan

RE: *Waitaki Wheels – A History of Transport in the Kurow Area*

A book, titled *Waitaki Wheels – A History of Transport in the Kurow Area*, has been compiled by a local volunteer, Dorothy Duffy, who has worked on this historical book for many years. As Dorothy is also Secretary of the Kurow Museum Committee, she has a great appreciation of the importance of always checking information to ensure it is factual.

Therefore, the book has been very well researched with information and sources including:

Part 1 - museum and other historical records;

Part 2 - stories from those who worked in the transport industry;

Part 3 - information from websites and other publications e.g *Waitaki News*, a newsheet published by Waitaki Transport Holdings.

Many interesting photographs have been supplied for the 168 paged book from the Kurow Museum, by story contributors and a large number have voluntarily been collected by local contractor, Mike Sargeant.

On behalf of the eleven members of the Kurow Museum Committee, which is chaired by John Sturgeon, I have been asked to approach the Ahuriri Community Board as to whether your Board would consider making a contribution towards the printing of this book, please? The quote for one hundred copies to be printed is \$1996. Any contribution towards costs would be acknowledged at the front of *Waitaki Wheels*.

If you have any queries regarding this project, please contact the author D Duffy: 03 4360719 or 0278676439 or myself: 03 4360695, or 0212126656.

Yours sincerely

Jocelyn E McIlraith
 Treasurer Kurow Museum Committee

Ahuriri Community Board

Memorandum

From Accounting Manager

Date 12 December 2016

Report on Separate Rate Accounts and Funds Available for Distribution for Community Projects

Recommendations

The Community Board receives:

- the schedule detailing movements in separate rate accounts within the Ahuriri ward, and the balances pertaining to those accounts at 30 September 2016, noting that some reports normally tabled are not currently available; and
- the report detailing movements in funds available for distribution to community projects within the Board's ward.

Background

Separate Rate Accounts

These are maintained in every instance where Council levies a targeted rate for specific purposes, such as water and sewer systems, township amenities (including stormwater systems where applicable), community halls and for Ward Services generally (including the operations of the Community Board itself, parks and reserves, etc).

Because several of those targeted rates relate directly to communities within the Community Board's oversight, it is appropriate that the Board is kept informed of their status.

This information is reported at the end of each quarter, at 30 September, 31 December, 31 March and 30 June in each financial year. The information attached is current at 30 September 2016, but omits information related to water and sewer schemes and halls within the Board's district as these reports cannot be run at this time.

Community Funding

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

- **Discretionary Fund**

The Community Board has an annual budget to fund small community projects. As this budget is funded by ratepayers through their annual rates, any balance unspent at year end may be carried forward until spent. The current year's expenditure is detailed fully on the report.

- **Community Grants**

The Community Board also has an annual budget allocation for "Community Grants". Of the annual \$10,000 amount, \$5,000 is specifically to support the Waitaki Valley Heritage Society, while the balance of \$5,000 is for general community groups. As with the Discretionary Fund, any unspent balances can be carried forward until spent.

The information reported is current at 20 November 2016.

Conclusion

The information provided in these reports reflects the first quarter's activities, and the balances shown as available in the report include unspent amounts brought forward from previous periods.

As always, if any member of the Community Board requires any further information, or has any questions related to the reports provided, these queries should be directed to the Financial Services unit via the Board's Chair.



Ian Wells
Accounting Manager

Paul Hope
Chief Financial Officer

Attachments

Report on Separate Rate Accounts and Funds Available for Distribution for Community Projects

Ahuriri Community Board

Separate Rate Accounts 1 July 2016 - 30 June 2017

| | Rate Account Balance 1-Jul-16 | Rates Income | Other Income | Operating Expenditure | Capital Expenditure | From / (To) Reserves | Rate Account Balance 30-Sep-16 | Depreciation Reserve Balance 1-Jul-16 | Depreciation Reserve Balance 30-Sep-16 | Internal Loans Balance 1-Jul-16 | Internal Loans Balance 30-Sep-16 |
|----------------------------------|-------------------------------------|-----------------|-----------------|--------------------------|------------------------|-------------------------|--------------------------------------|---|--|---------------------------------------|--|
| Ward Services | | | | | | | | | | | |
| Ahuriri Ward Services | 365,501 | 111,018 | 7,143 | (86,317) | (6,135) | 962 | 392,171 | 157,888 | 166,509 | (100,981) | (97,249) |
| Specific projects to fund | | | | | | | | | | | |
| Ahuriri reserve improvements | | | | | | | 14,000 | | | | |
| Discretionary fund | | | | | | | 19,849 | | | | |
| Community grants | | | | | | | 27,000 | | | | |
| Total committed | | | | | | | 60,849 | | | | |
| Township Amenity | | | | | | | | | | | |
| Kurou | 63,040 | 4,545 | - | (101) | - | (5) | 67,479 | 2,858 | 2,944 | - | - |
| Lake Ohau | 20,104 | 867 | - | (70) | - | (85) | 20,816 | 2,279 | 2,338 | - | - |
| Omarama | 46,727 | 4,524 | - | (2,549) | - | (25) | 48,677 | 8,321 | 8,464 | - | - |
| Otematata | 82,756 | 13,590 | - | (8,513) | - | (2,279) | 85,564 | 260,569 | 264,371 | (78,179) | (76,960) |

Halls Water and Sewer reports are not available at this time.

Ahuriri Community Board

Funds available for community purposes

| | Balance 1-Jul-16 | Annual Rates | Operating Expenditure | Available 20-Nov-16 |
|-------------------------|---------------------|------------------|--|------------------------|
| Community Grants | | | | |
| Kurow Museum (specific) | - | 5,000.00 | - | 5,000.00 |
| | | | | |
| Other | 25,000.00 | 5,000.00 | (8,000.00) | 22,000.00 |
| | | | (8,000.00) Waitaki Valley Community Society | |
| Discretionary Fund | 14,849.00 | 5,000.00 | - | 19,849.00 |
| | | | (7,743.20) Waitaki Valley Community Society | |
| | | | 7,743.20 Transfer from Reserves - bridge timbers | |
| | | | | |
| Total available | 39,849.00 | 15,000.00 | (8,000.00) | 46,849.00 |

Ahuriri Community Board

Verbal Updates:

- Chairperson
- Area Representatives
- Mayor
- Councillor

Ahuriri Community Board

Memorandum

From Policy Officer - Governance

Date 12 December 2016

Items for Information

Recommendation

That the information be received.

Summary

The following reports present information prepared by the Mayor, Chief Executive and Human Resources Manager.

- Mayor's and Chief Executive's report to 26 October 2016 Council meeting.
- Health and Safety Update to 5 October 2016 Finance, Audit and Risk Committee meeting.

Purpose

The purpose of this information is to bring Community Boards up to speed with matters considered by Council over the preceding period.

Community Boards and Community Board Chairs may have already received this information.

Margaret Tanner
Policy Officer - Governance



Mike Roesler
Policy & Communications Manager

Waitaki District Council Memorandum

From Mayor Gary Kircher

Date 26 October 2016

Mayor's Report

Recommendation

That Council receives the information.

Purpose

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

What's been happening?

The new term has now started, and with it we get several new faces around our Council table. Or more precisely, two new ones (Jan Wheeler and Jeremy Holding,) and one "recycled Councillor" in the form of Cr Craig Dawson who previously served in the 2010-2013 term. We also welcome two new Community Board members (Carol Watson and Tony Chapman) and have Kathy Dennison continue her involvement with Council as a Community Board member after stepping down from her Councillor role.

I'd like to take the opportunity to say congratulations and welcome, to the re-elected and newly-elected members.

I'm very pleased with the people that the voters have given us. I am confident that we have the makings of a strong team for the term ahead of us, and that we have a solid mandate to keep progressing the various issues that we have been – improving efficiency and effectiveness of Council, improving our customer service. Although we have only had around 50% turnout, I believe that in itself is a sign that the voters do not see a need for major change, though we are all very aware of some key areas that we want to improve such as roading. Overall, this promises to be a very good term as we deal with the issues, and step up to the challenges and opportunities!

The new term

I have already been meeting with each of the Councillors individually, looking at what they want to be involved in this term. We're putting together a draft committee structure and membership list, and hope that we can adopt most of these on the 26th of October. The main committees will be adopted later in November as we settle on their duties and delegations. I'm keen to share responsibilities and workloads as evenly as possible, according to interests and attributes, and expect to have a structure that supports that goal.

Youthline Launch

Youthline is a very important service dealing with some very difficult issues facing our young people – mental illness, social exclusion, and suicide. The service has opened an office in Oamaru, thanks to the work and funding of a number of people and organisations. It has been a much-needed service as all too many of our young people struggle with these issues. I'm confident that the service will help save lives, as Youthline have done elsewhere. I want to publically express my gratitude to all involved in getting the service up and running in Waitaki, and I wish them every success!



Jason McCoy (Oamaru Police) and Helen Webster (Otago Community Trust)



Kate Mossman (board member of Youthline)

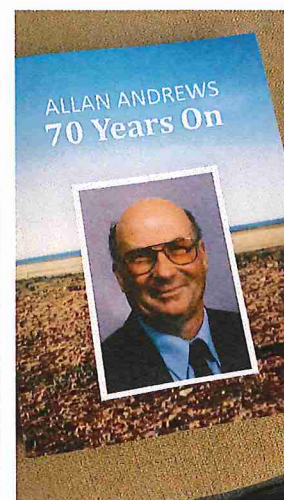
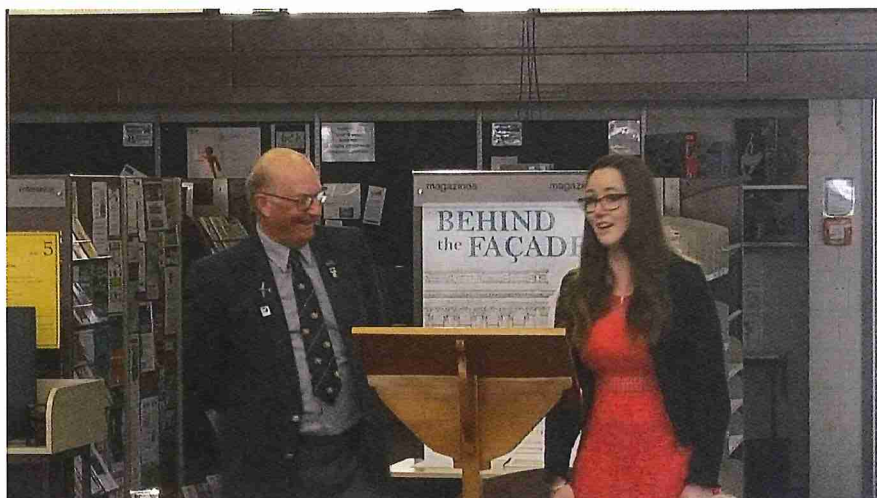
More Economic Growth

I had the honour of opening the new distribution warehouse for Crombie and Price. This is another obvious sign of the commercial building boom we are experiencing, based on a strong economy and high confidence in the future of Waitaki. Mr Bevan Crombie is one of life's true gentlemen, and it was such a privilege to be part of this occasion where he was able to bring to fruition yet another of his goals. He's had many over the decades and this latest expansion is a real credit to him. It certainly underlines the company's commitment to Oamaru and underlines their commitment to growing our economy and employment into the future.



Pioneering families

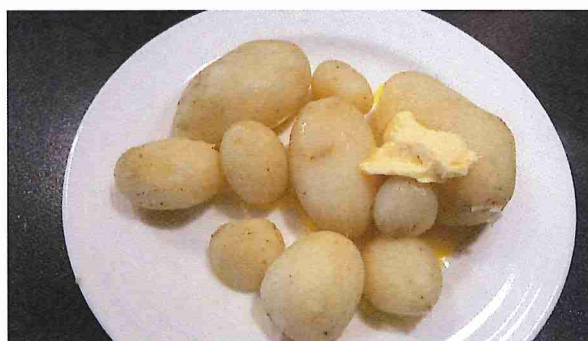
I've known Allan Andrews for about 10 or 15 years, and was very pleased to be able to officially launch his memoirs at Oamaru's public library recently. It is an interesting read, telling stories that many local farming families can identify with – the early days of struggling to find water to sustain family and animals through tough droughts, dealing with the plagues of rabbits, working long hours to get stock and produce to markets over fairly rudimentary roads and more. On top of that, Allan dealt with the ordeal of cancer, both with family members and surviving it himself. That's the reason that he is donating \$5 from each book to the Cancer Society. All in all, it was a very good insight into the life of a man born into a farming family during wartime, and the challenges and changes that life thrust upon him. Sharing in the launch was another of those humbling experiences that come with being Mayor.



Waitaki delicacies

Jim O'Gorman has built a reputation for his organic market garden, and supplies produce to royalty and to some of our best restaurants. He has made it a mission to get his block of land in Kakanui to be as productive as possible, and he gave me a tour recently. One of the topics we discussed, was the issue of green waste, and how it might be turned into more of a resource. We are facing the closure of Oamaru's landfill, and with it, an end to a cheap repository of green waste where it is used as capping material. Jim's proposal is to get that green waste from urban gardens, and through composting, add it to farmland to build greater organic mass. It is a proposal that I believe is worth investigating, and it could be a win/win for those involved. We will see where that discussion goes...

On a tastier note, Jim kindly gave me some early Jersey Bennes which I enjoyed that evening with the obligatory dash of butter – absolutely delicious!



Appreciating our volunteers

We all know and appreciate our many volunteers throughout Waitaki. One of the semi-regular events I get invited to is the acknowledgement of the effort that some of our most dedicated volunteers make to keep us, and our property safe. I had two such events in September with awards nights for the Oamaru and Kurow St John Brigades, and for the Oamaru Fire Brigade. I get to thank those volunteers for all that they do, with significant levels of training and many hours of service. Both Services acknowledge the length of service that their members have given, from 3 years upwards. In the case of the fire brigade, the event marked 25 years of service by Quinton McIntosh, who was awarded his Gold Star. When you think of the considerable effort and dedication that culminates in this level of service to the community, you get an idea of the benefit they bring to our Waitaki.



Out with the old

Work has almost finished on the second of the two movie sites from the financially-doomed Kingdom Come movie. This has been tricky work as the contractors work within strict conditions to ensure the cleanup has been successfully carried out without any impact of the environment. Congratulations again to Erik van der Spek and his team for their good work in achieving this, all at no cost to ratepayers.



Work proceeds at the Elephant Rocks site. Although this is private land, officers have assisted in getting the work coordinated and completed.

A brighter future

It has been some 7 or 8 years in the making, but a dream by local man, Stewart MacDonald is about to come to fruition with the lighting of the old quarry cliff beside the Oamaru Blue Penguin Colony. Mr MacDonald is making a financial contribution to the project which is covering most of the cost, with the remainder being given by other donors, including some of the labour by local contractors Graeme Clark and Steve McLeod. I am hoping to get a date very soon for the official light-up, as I write this.



Steve McLeod gets one of the lighting mounts in place.

Improving accessibility

As part of the ongoing work to improve accessibility for disabled people using our footpaths, the next lot of kerb crossings has been put in around some of the streets in the north end of Oamaru. It is excellent to see this work happening progressively, helping ensure more of our community is able to get around more easily.



Intersections along Taward St get modified to increase accessibility.

Relief at last

The public toilets at Roberts' Park in Oamaru's North End has received a long-awaited makeover. They have been the topic of numerous discussions as options were debated, including minor make-overs to full rebuilds. They certainly look the part now, with the old men's and women's sections being combined into three unisex toilets, including one disability toilet. Charlie McColl has been project managing the work and the result is a real credit to his work. Initial feedback indicates that users are very satisfied.



Charlie does a final inspection before the new toilets are officially christened.

Penguin fences

There's been a lot of negative media, both in traditional media and social media, after the appearance of new fences in the harbour area. As a result of some miscommunication, the work had gone ahead and came as a surprise to some staff and elected members. I was not shy in expressing my disappointment at what had happened and sought explanations. I have since met with Tourism Waitaki manager Jason Gaskill, and we came up with what we believe is a workable solution. As usage of the harbour area increases, and as tourism grows, there will be some angst along the way. This episode underlines the strong need to ensure that we are aware of what is going on in the area and that we have input into most matters there. It is my intention that the Harbour Area Committee will have good delegations to help make sure this type of incident doesn't occur too often, if at all.



Mr Gaskill talks to a RadioNZ reporter, about the fence and the controversy.

East Otago Field Days

The inaugural East Otago Field Days was held in unusually wet conditions, but that hasn't prevented it being hailed as a success. I was given the task of introducing Minister for Primary Industries, the Hon Nathan Guy. I referred to the couple of inches of mud underfoot, letting him know we were pleased to see it as it meant we had had a good drop of rain, much welcomed after the past two or three dry years in the area.

With over 100 exhibitors, the field days event was certainly well subscribed by the industry and congratulations must go to the organising committee, led by Paul Mutch. His small team has done a very good job, and is now looking forward to holding the event again next year. After the clean-up of the Palmerston Showgrounds anyway... Well done to all involved!



Photos: Minister for Primary Industries, Nathan Guy addresses the crowd. Cr Hopkins MC, Suzette from the Paul Henry Show talks to some of the Field Days visitors.

Tourism ventures

On the 7th of October, I hosted Select Contracts when they visited us to further their work on the adventure park/zipline proposal. We have commissioned them to do the business case for this possible tourism venture, and they were accompanied by one of the potential investors in the project. I took them on a short tour of the precinct and harbour area, but that turned into a longer tour than expected! They were amazed at the wide offering of things to see and do along the way, which all bodes well for the project. The zipline would likely be the first stage of the attraction, with a number of other elements being added in 2 or 3 further stages.

It is an exciting project which I am confident will be a major step change for our tourism industry. Not only do I expect it to add another attraction to what we offer those who visit us, I also believe it will bring many more people to Waitaki, who will stay longer and spend more. I see this attraction helping to expand the tourist season as we keep growing our offering. It will increase business for a range of existing operators, such as hospitality and accommodation providers.

I expect the study to be completed within the next month, and we will then do what it takes to find the private investment capital to make it work. This is an important opportunity for Waitaki that I'm very excited about! All in all, it is a fantastic time for our great district.



Property department activity continues to be strong, and I am pleased to be involved in a number of discussions which particularly relate to economic development opportunities for Waitaki. We will soon be asking for expressions of interest for visitor accommodation around the harbour, and Renee and I met with yet another interested party who wants to build such accommodation in the area.

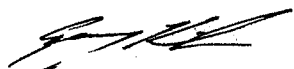
The Hamnak pipeline is also progressing as the team works on land access to put the pipeline through from Oamaru to Moeraki. It will make a big difference to the water quality, quantity and reliability, but sadly not all land owners see it quite the same way. The project team have been involved in numerous discussions with the land owners. I've been involved a little bit, and it is interesting to see some of the reasons why people don't want to allow access, or what they want before they do allow it. All the best to the team as they get on with this important job!

Meetings Attended:

| | |
|--------------|---|
| 5 September | Mayor and CEO catch up |
| 5 September | Meeting with Derek Golding and Maddy Maxwell re film industry |
| 5 September | Citizenship Ceremony |
| 6 September | Meeting with Elim Church representatives |
| 6 September | ARA Adult Learning Celebration & Graduation |
| 6 September | Business meeting with Brent Baillie, Rainbow Confectionery |
| 6 September | Chamber of Commerce Informal Candidate event |
| 6 September | Chamber of Commerce Business Networking event |
| 7 September | Meeting with Don Patterson |
| 7 September | Youth Council |
| 9 September | Visit to Flag Swamp School |
| 9 September | McKeown Group 50 th Anniversary Celebration |
| 11 September | Enfield Kakanui Catchment project sign unveiling |
| 12 September | Mayor & CEO catch up |
| 12 September | Meeting with Jason Gaskill, Tourism Waitaki |
| 13 September | Maheno School CO2 Drag Racing event |
| 13 September | Meeting with Fi McKay, Immigration NZ |

| | |
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| 13 September | Meeting with North Otago Sustainable Land Management reps |
| 14 September | Council Meeting |
| 14 September | Council Workshop |
| 14 September | Councillor Briefing |
| 14 September | WBHS Borders dinner and talk |
| 14 September | Oamaru Ward Candidates Meeting |
| 15 September | Clark's Mill 150 years tree planting event |
| 15 September | Battle of Somme Centenary Commemoration |
| 15 September | Meeting with Heliventures |
| 15 September | Meeting with George Kelcher, RoadMetals |
| 15 September | Meeting with Jim Hopkins and Tom Gonzales |
| 15 September | Meeting with Lian Van Wantoch, Chief of Political Economic Unit, US Embassy |
| 15 September | Waihemo Candidates Meeting, Palmerston |
| 16 September | Upper Waitaki Zone Water Committee Meeting |
| 16 September | Meeting with O'Neill's Rd residents |
| 16 September | Meeting with Annette Wilson re Pool Hoist Fundraising opportunity |
| 16 September | Meeting with Derek Golding |
| 16 September | St John Service Awards, Kurow |
| 17 September | Oamaru Volunteer Fire Brigade Service Awards |
| 19 September | Mayor & CEO Catch up |
| 19 September | Donald & Nellye Malcolm Trust Meeting |
| 19 September | Meeting with Mike McElhinney, TW Chair |
| 19 September | Kea Scout Group visit |
| 20 September | Meeting with Don Patterson, outdoor art project |
| 20 September | Visit Jim O'Gorman |
| 20 September | OWCT Meeting |
| 21 September | Meeting with Ryan, Timaru Herald |
| 21 September | Council Workshop |
| 21 September | Meeting with James Porteous, Queenstown project |
| 21 September | Meeting with Phil Agnew, ARA Polytechnic |
| 21 September | Champion Canterbury Business Awards |
| 22 September | Opening Crombie & Price facility |
| 27 September | OWCT Meeting |
| 28 September | Mayor & CEO Catch up |
| 28 September | Meeting with a local builder, subdivision proposal |
| 28 September | TWL Board Meeting |
| 28 September | Council Workshop |
| 29 September | Waitaki Shorelines Committee Meeting, Otematata |
| 29 September | Book Launch Allan Andrews |
| 30 September | Meeting with Dave Clare & Neville Langrish, WRRT |
| 30 September | Youth Council Movie Night – Finding Nemo |
| 1 October | Official Opening – The Manor Estate |
| 1 October | Great Gatsby OWCT Fundraising event |
| 3 October | Mayor & CEO Catch up |
| 3 October | Meeting with Graham Clark, Network Waitaki |
| 3 October | Meeting with Simon Berry and Leighton Selfe, BMX track |
| 3 October | Waihemo Community Board Meeting |
| 4 October | Waitaki Business Group Meeting, Otematata |
| 4 October | Meeting with Virginia Nicholls, Otago Southland Employers Association |
| 4 October | Meeting with Shane & Tracy Kirk, Oamaru Holiday Park |
| 5 October | Building Industry Breakfast |
| 5 October | Extraordinary Council & Finance, Audit & Risk Committee |
| 5 October | Whitestone Contracting Limited Shareholders Meeting |
| 5 October | Councillor Briefing |
| 6 October | Meeting with Simon Berry, Whitestone Cheese |
| 6 October | Opening of Youthline Waitaki |
| 6 October | Community Patrol Meeting |
| 7 October | Meeting and tour with Select Contracts |
| 7 October | Opening of Roberts' Park Toilets |
| 7 October | Meeting with Workbridge |
| 7 October | Meeting with Central South Island Helicopters |
| 10 October | Mayor & CEO Catch up |
| 10 October | Meetings with newly elected/re-elected Councillors |

| | |
|------------|---|
| 11 October | Visit new Vinbrux Bakery |
| 12 October | Informal meeting with incoming elected members |
| 12 October | Youth Council Meeting |
| 13 October | Palmerston Field Days – Interview with Paul Henry |
| 13 October | Palmerston Field Days – Introduce Minister Nathan Guy |
| 13 October | Meeting with Ian Hurst |
| 14 October | Meeting with Vanished World reps |
| 14 October | Meeting with Phoenix Mill Water Wheel Trust |



Mayor Gary Kircher

Waitaki District Council

Memorandum

From Chief Executive

Date 26 October 2016

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 14 September 2016. The layout of this report is designed to mirror in part the KPI's set by Council for the CEO for 2016. These reflect our six key community outcomes. A number of the comments are simply reporting back to Council on matters which have arisen over the last few weeks.

1. Welcome

I would like to take this opportunity to welcome the newly elected Councillors and Community Board members to the Waitaki District Council triennium for 2016/2019. We are pleased to see the outcome of the election finalised and believe that we have a really good team in the making for this term. We look forward to working with you over the next three years.

2. Affordability

Annual Plan

This process was completed for 2016/17 with a rate increase of 0.4%. The process for the 2017/18 Annual Plan will commence shortly with budget worksheets being distributed to individual budget holders. We expect to have a workshop with Councillors by the end of November. Our Annual Result which we are adopting today shows that Council has ended the financial year with a surplus of \$1.32 million.

Managing our Internal Debt

This is being managed and reported by our Chief Financial Officer at the Finance Audit and Risk committee (FAR) meeting.

Manage Investments

Our cash investments and their returns are reported on at the FAR meeting.

3. Opportunities for new and existing businesses

Regulatory Services

The building team are working with the industry to improve the understanding in the wider construction community of the changes which Council is making to its consenting system in order to ensure that our processes comply and meet the standards required by the Building Act and code – and which is audited by IANZ. Our next audit is due in June of next year.

These changes have created challenges – both for Council and our consenting team – as well as for those people working with us to get consents and Code of Compliance documentation completed.

Council hosted a breakfast meeting at the Oamaru Club on 5 October where approx. 135 builders, designers, property owners and others met with us to discuss these issues. We are committing to increasing our communications with the sector and will also be meeting with an industry liaison group who have formed to facilitate making progress on these issues.

Property

The property team are continuing to work on the sale of land and property. A number of section sales have been completed recently with our Omarama airfield subdivision – which is really positive. This now reduces the number of sections still available there to 12 out of a total of 21.

Alps 2 Ocean

Tourism Waitaki are planning an industry meeting which is to be held in Omarama on 27 October. There is a A2O Joint committee meeting first, followed by a A2O Shareholder meeting. The wider community are then invited to attend the Summit meeting which takes place later that same day. On the following day – the Friday – there is a ride from Lake Ohau Lodge to Omarama.

Final plans for getting the project completely off the State Highway are nearly finalised.

Quality Accommodation

There has been interest in the development of quality accommodation within Oamaru, work is continuing with interested parties on this.

Encourage Business growth in Waitaki

Select Contracts work on the zip line proposal is now well advanced and we are hoping to receive their report prior to Christmas. See the Mayors report for further information on this particular project.

Tourism Waitaki are also well advanced on their Harbour Precinct attraction.

Business Visits

| | |
|-------------|--------------------------------------|
| 6 September | Rainbow Confectionary, Brent Baillie |
| 3 October | Network Waitaki, Graeme Clark |

4. Understand the Diverse needs of our Community

Communications with our community are enhanced

The results of were Residents' Survey were released at our Council meeting on 14 September.

5. Our Distinct Environment is Valued

District Plan Review

Workshops are scheduled every month with Councillors to keep them up to date with the review (apart from October 2016 and January 2017) through to June 2017. The next District Plan review update with council is planned be held on the 23 November.

6. We Maintain a Safe Community

Health and Safety

The position of Health & Safety Officer has been advertised and an announcement on our final decision on the successful candidate is imminent. This role is to be shared with Waitaki District Health Services – with the appointee driving Health and Safety work across the two organisations. Hospital General Manager Robert Gonzales has been fully involved with this appointment process – including the development of the agreed Job Description.

Health and Safety information is shared regularly with Councillors and has now also been included on our Community Board agendas.

A brief outline to the new Councillors on their roles and responsibilities for Civil Defence was given to Councillors as part of our Induction workshop held on 19 October.

7. Other

Otago Civil Defence

The Otago Mayors resolved to support the move to a single Civil Defence organisation on Tuesday 4 October. What this will mean is that the service will be run by the Otago Regional Council and while it will be based out of their office in Dunedin – there is a commitment to ensure that we will still have dedicated staff resident in the Waitaki District. These and other key elements of the proposed new service will be subject to a MOU which will be coming back to us for our information and approval.

In the interim the new roles required to serve the re-structured organisation are about to be advertised.

Governance Support

The support team – lead by Mike Roesler – has been gearing up their induction programme as outlined below. Mike and his team are the first point of call for Councillors with any queries on how the council is operating, details as to meetings, workshops, agendas, how to use their

iPads and what is coming up each week. The Governance support team also process all expense claims and make sure that our elected representatives are correctly remunerated.

Induction Programme

Our induction workshop was held on 19 October and helped to inform councillors on some of the fundamental matters relating to how Council operates and the way in which we prefer to operate. The induction of Council will continue with a programme of meetings sets down over the period between now and Christmas. As part of this programme there will be a Councillors' strategic planning session held where our high level aspirations in terms of our key strategic directions for the next three years will be discussed and refined.

General Bylaw and Freedom Camping

The Freedom Camping Bylaw was adopted by Council at their September 2016 meeting. The By-Law comes into effect on 21 October for Labour Weekend. Freedom camping in the Waitaki district is restricted to certified self-contained vehicles and there is a maximum of a three-night stay in a four week consecutive period at any location. We will be enforcing these rules from this weekend.

Signs will be erected at known 'hot spots' including Campbell's Bay and other areas where freedom camping is prohibited. Camping apps will also be updated so people know where freedom camping is permitted. So the implementation is underway.

8. Council Controlled Organisations

Whitestone Contracting Limited.

At our last meeting of the triennium, Whitestone Contracting Limited announced a record profit for the year ending 30 June 2016. The reported surplus before income tax and subvention payments was \$1,231,707. Subject to finalising the subvention payment – the dividend announced by Chairman John Walker was to be a total of \$700,000 – again another record return to Council for its investment in the company. All in all – a very pleasing result for both the Company, Council and the community.

The other CCTO's all presented their Annual Reports to Council on 5 October. Those reports are all available on our website.

9. Meetings Attended

| | |
|-----------------|--|
| 5 September | Jacqui Dean MP |
| 7 September | Building Industry Representatives |
| 14 September | Council meeting |
| 15 September | Whitestone Contracting Ltd |
| 15 September | Chief of Political/Economic Unit, US Embassy, Miss Lian van Wantoch |
| 21-23 September | SOLGM Summit – Annual Conference, Auckland |
| 30 September | Whitestone Contracting Limited, Glenn Campbell |
| 30 September | Timaru District Council, Chief Executive, Peter Nixon |
| 4 October | Otago Southland Employers Association, Virginia Nicolls |
| 5 October | Building Industry Breakfast |
| 5 October | Extraordinary Council and Finance, Audit and Risk meetings |
| 6 October | NOIC Board meeting |
| 7 October | Select Consulting – re Tourism product development study. |
| 11 October | Met with Bridge Club Representatives – Tony Willets and Ian Williams. |
| 12 October | Informal meeting with newly elected members. |
| 19 October | Inaugural Council Meeting – held in the Opera House and Council Chambers. |
| 21 October | Otago CE's meet for their first meeting of the new Triennium in Alexandra. |



Michael Ross
Chief Executive

Finance, Audit and Risk Committee

Memorandum

From Human Resources Manager

Date 5 October 2016

Health and Safety Update

Recommendation

That the Finance, Audit and Risk Committee:

1. Receive the information

Health and Safety Reporting Statistics

Lag indicators - Summary table of Health and Safety metrics – Staff (including volunteers)

| | Near miss – Staff & Volunteers | Incidents – Staff & Volunteers | Notifiable events* | |
|--------------|--------------------------------|--------------------------------|--------------------|----------|
| | | | Injury | Incident |
| August 2016 | 2 | 2 | 0 | 0 |
| Year to Date | 9 | 31 | 0 | 0 |

* Refer Part 1 s23-25 Health and Safety at Work Act 2015

Of the two incidents in August, both were personal injuries including:

- Back sprain (minor), reaching to catch a child's balloon
- Hip 'popped' (minor) whilst demonstrating aqua fit move at the pool

Lag indicators - Summary table of Health and Safety metrics – Public / Contractor

| | Near Miss Public | Incidents Public | Near Miss Contractor | Incidents Contractor | Notifiable events* | |
|--------------|------------------|------------------|----------------------|----------------------|--------------------|----------|
| | | | | | Injury | Incident |
| August 2016 | 2 | 2 | 0 | 1 | 0 | 0 |
| Year to Date | 2 | 12 | 1 | 12 | 0 | 0 |

Of the two public incidents in August one resulted in damage to property, with no personal injury and one resulted in minor personal injury:

- Vehicle hit tree branch whilst parking in Thames Street. Considering height signage options
- Minor knock to the head on a mirror at the Opera House

The contractor incident involved a possible spider bite in the assets area. The area has since been sprayed.

Lead Indicators – Preventative Measures

Nothing new to report at this stage.

Risks/Priorities

- Visits to the Aquatic Centre were conducted by Human Resources and by the Executive Team to view the health and safety measures being taken during the planned maintenance programme.
- Health and Safety Advisor position update – we are currently in the selection stage for this position, having received a strong number and calibre of applications.
- Health and Safety Objectives 2016/2017 have been drafted by the Health and Safety Committee and discussed with the Executive Team.
- Employee Participation System has been consulted on and signed by the Chief Executive Officer.


Lisa Baillie
Human Resources Manager