



Waitaki

DISTRICT COUNCIL
TE KAUNIHERA Ā ROHE O WAITAKI

Notice of a Meeting of the

Ahuriri Community Board

at

Kurow Community Hall, Kurow

on

Monday 1 May 2017

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: Kurow Community Hall, Kurow

Monday 1 May 2017 at 3.15pm

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Waitaki District Council**Ahuriri Community Board****Minutes of the Meeting of the Ahuriri Community Board held at
the Omarama Community Centre, Omarama on
Monday 13 March 2017 at 3.15pm**

Present Messrs Sullivan (Chair), Mrs Munro, Mr Reid, Mr Cowles, Cr Dawson

Apologies Mr Chapman, Mayor Kircher

In Attendance Cr Tavendale
Dr Cloete (Community Services Group Manager)
Mrs Hansen (Committee Secretary)

Declarations of Interest

There were no declarations of interest.

Apologies

RESOLVED

ACB17/014

Mr Reid/Mrs Munro

"The Ahuriri Community Board accepts apologies from Mr Chapman and Mayor Kircher for absence."

CARRIED

1. Public Forum

Ruth Grundy from the Omarama Gazette attended the meeting. Four to five residents have expressed concern regarding persons camping at the caravan dump station and suggested that a 'No Camping' sign be erected here. It was agreed that a 'No Camping' sign be erected.

Ms Grundy also raised the following issues about changes at the transfer stations:

- Public communication regarding these changes in Kurow, Omarama and Otematata would help with the rumour mongering and explain what is happening with the transfer stations.
- There has been no notifications in regard to this. If a notification was produced in the next two weeks it could be inserted in the next publication of the Gazette.
- People have not been able to take their green waste to the station, and some waste has not been accepted. People are upset and many residents have worked hard in regard to recycling. People are confused regarding the current operators, and the new transfer station opening in Oamaru.
- The Board suggested that a media release be circulated to advise the communities what is happening.

2. Confirmation of Meeting Minutes

RESOLVED

ACB17/015

Cr Dawson/Mrs Munro

"The Ahuriri Community Board confirms the minutes of Ahuriri Community Board meeting dated 30 January 2017."

CARRIED

3. Assets Update

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

RESOLVED
ACB17/016

Mr Reid/Mr Cowles
"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 13 January 2017 to 20 February 2017.

RESOLVED
ACB17/017

Mr Cowles/Cr Dawson
"The Ahuriri Community Board receives the information."

CARRIED

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

This memorandum reports the detailed movements in and the unspent balance of funds available for distribution to community projects within the Board's ward.

RESOLVED
ACB17/018

Cr Dawson/Mrs Munro
"The Ahuriri Community Board receives the schedule detailing movements in and balances of separate rate accounts within the Ahuriri ward."

"The Ahuriri Community Board received the report detailing movements in and the unspent balance of funds available for distribution to community projects within the Boards ward."

CARRIED

6. Verbal Updates: Chairperson's Report; Community Board Member Area Reports; Councillor's Report

Graham Sullivan

- Met with Elton Crane regarding road safety signage in Kurow, Omarama and Otematata
- Attended Council meeting in Oamaru
- Met in Kurow with Tourism Waitaki Manager, Jason Gaskill regarding front of house at the Kurow Museum
- Met Erik van der Spek at the Boat Harbour camp to discuss damage to the ramp
- Attended the Waihemo Bus Tour – highlight was the Oceana Gold visit
- Upper Waitaki Society meeting
- Met with Max Crowe regarding Biodiversity
- Otematata Residents Association meeting
- Attended farewell for Craig Bennett – Police
- Attended a Framing Day for Community Board Chairs and Deputy Chairs in Gore
- Rubbish at Ohau – Mike Neilson called in regard to this. Mr Sullivan suggested a visit with an officer to discuss the issues
- There has been a complaint made about the stock pile of building material, pink bats etc behind the Otematata Hotel which has been left by the builders. The pink bats are

blowing over the Golf Course and there seems to be an increase in rodent activity. Is this a regulatory issue?

Calum Reid

- Met with Heritage NZ regarding the wood from the Kurow Bridge which is to be used on a project
- Street lighting - met with Ting Ge to discuss heritage style street lighting in Kurow. If NZTA agree with the lighting it will be installed in November-December
- Met to discuss flood damage in Otematata. Also discussed the communication breakdown in relation to the emergency
- Irrigation meeting - Upper Waitaki Irrigation Scheme with 70% on board. This will be great and a massive benefit to the area
- Otago Trust funding meeting in regard to the wetlands
- Discussed with the Board the quote received from Fulton Hogan for the work to be carried out on the corner of Ranfurly Street and State Highway 83. This work will allow another two truck/bus parks to handle the overflow. It is good to see that the trucks and buses are actually making use of this now
- Just a couple of clarifications from Ting Ge:
 - 1) Roadside on SH83 will be addressed with the soil, and the broken seal tidied up
 - 2) The rock wall will need to be supplied through Gary Hawkins to match the wall opposite. Mr Reid will secure a quote from him to deliver to site. Mr Smart is going to construct it as a community project at no cost to the community

This work was noted and agreed in principal by the Board. A report will be included in the next Board meeting for ratification.

Craig Dawson

- Attended Annual Plan workshop and Extraordinary Council meeting
- Tourism Waitaki Board meeting – Oamaru
- Omarama Business Group meeting. We will be looking at trialling a night meeting to accommodate catering businesses who struggle to get to our morning meetings. Good attendances to date
- Council, Finance and Risk Committee meetings and Councillor briefing
- Omarama Residents Association (Omarama Inc). Planning underway with sports courts fundraising initiative (Garden and Landscape Tour). Sub-committee has been formed with some younger members involved. Similar event raised over \$35,000 for the Twizel Medical Centre
- Dr Tim Gardiner is now running clinics at the Centre on Mondays and Fridays
- Met with Graham Sullivan, Kieran Walsh (Chair, Waitaki Society), Carron Cossens, Jason Gaskill (Tourism Waitaki), and Calum Reid to discuss possible funding from Tourism Waitaki to help cover the running cost of the Kurow Museum front of house. It was decided that Waitaki Valley Society should report back to Tourism Waitaki with a formal funding proposal for their consideration
- Waihemo Bus Tour. Great to see the new toilets in Hampden operating well
- Executive Committee meeting – interviewed prospective Directors for Omarama Airport
- Finance Audit and Risk Committee, Chief Executive Recruitment discussion followed by Councillor briefing
- Chief Executive Recruitment discussions with Mike Stenhouse. A good session covering all concerns and standards about the challenges our new CEO will face.
- Otago Regional Council and NZTA Rooding Strategy
- Ohau emergency booth – showing everyone where to go, numbers to call, message to 'look after yourselves and family', and depends on scale and resources. This to be prepared shortly. Tremendous effort by all involved

Vicky Munro

- Otago Trust Funding for the track in the wetlands walkway was successful with \$6,000 granted
- Residents Association meeting
- Craig Bennett farewell - Police
- Met with Jane Matchett to discuss operational issues in the gardens at Otematata. This was to look at planting. Some of the plants are dying and several are overgrown
- Looked at the seesaw with Jane Matchett. It is dangerous, with the seat coming down on the hard rubber tubing. Jane is sending it back to the manufacturers

- Disposal of rubbish - need to sort out the transfer station issues
- Wetlands Management Plan given to Jane Matchett
- Discussed the flood and the force and velocity of the water coming the river. There are many big trees up the river. If these are not cleared out the bridge could go if this happened again
- Discussed dog litter bags and holders etc for the community. It was suggested that this could be sponsored and a submission to Council be made to cover the cost

Brent Cowles

- Met with Meridian – they are happy to supply signage, and happy to look at assisting with information material for the towns
- Civil Defence – a meeting is to be arranged with Ewen Graham (Emergency Management Officer), ECan, Police, Fire, and the Board, in regard to community contacts and support groups to discuss what to do to make the community aware and be prepared in the event of an emergency, to open the hall, tea and coffee, and support groups for if/when events happen. Community be aware and prepared.
- Discussion in regard to the lack of 'Boil Water' notifications following the event. Cr Dawson advised that it is common sense that you would do this without notifications in the first instance

Dr Cloete

- Dr Cloete spoke on Council's 2017/18 Annual Plan (AP) and Council's intention to invite feedback from the community. It is proposed that, rather than hold formal hearings, a less formal approach is taken for people wanting to present their feedback and share information with Council.

The Board agreed this was a good idea and would encourage the community to make an effort to attend feedback meetings. A Saturday morning was suggested as a meeting time as more ratepayers would be in the area to attend the meetings.

RESOLVED
ACB17/019

Mr Cowles/Mr Reid
"The Ahuriri Community Board receives the information."

CARRIED

7. Items for Information

To provide Ahuriri Community Board members with a copy of the following items for information:

- Mayor's report to 15 February 2017 Council meeting.
- Customer Services Group Manager's Health and Safety Update to 1 February 2017 Customer Services Committee meeting.

RESOLVED
ACB17/020

Cr Dawson/Mrs Munro
"The Ahuriri Community Board receives the information."

CARRIED

Cr Tavendale

- Chief Executive Recruitment – Sheffield's have been chosen as the recruitment agency. Mike Stenhouse is working on position descriptions to come back for discussion
- District Plan and Bylaw Reviews – Bees, Roosters and Cats
- Toilet Strategy and Freedom Camping workshops – we need to come up with our wish list for the next funding round
- Friendly Bay Family Fun Day was held last week. This was well received with a number of families enjoying the day
- Kids Bike Park in the Harbour area was funded by both the Otago Community Trust and Council. The opening of the Bike Park is being held this Saturday.

There being no further business the Chairperson declared the meeting closed at 5.00pm.

Confirmed on this day, 1st day of May 2017 at Omarama Community Centre, Omarama

Chairman

Ahuriri Community Board

Memorandum

From Assets Group Manager

Date 1 May 2017

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

CRM	<ul style="list-style-type: none"> Three CRM's were received for unsealed maintenance at Falston and Henburn Roads
Bridges and Structures	<ul style="list-style-type: none"> Routine inspections have been carried out
Road Maintenance	<ul style="list-style-type: none"> Replace culverts and broken pipe on Doctors Creek Road 21 new marker pegs and 24 new signs replaced around the area Replaced existing sign on McAughtries Road Surfacing repair on West Street Grading has been carried out on Broken Hut, Short Cut, Ben Omar, Henburn, Awahokomo, Kurow Creek, Settlement, Cattle Valley, Domett and Springhill Roads
Amenity Rate Projects	<ul style="list-style-type: none"> Extend of works for Kurow Township Upgrade. A report for this is on the agenda. Works can be completed before 31 June 2017
Street Lighting	<ul style="list-style-type: none"> No update at this time
Road markings and Signage	<ul style="list-style-type: none"> Options for street flag banners were emailed to Graham Sullivan and Calum Reid. These could be funded through a Meridian Community Fund grant. Meridian suggested a submission will need to come from a local community group or business association
Road resurfacing	<ul style="list-style-type: none"> Final sweep of Ohau Village sites to be carried out. The inspection was completed on 28 March 2017

2. Water Kurow Storm water

The need for clearing of the Kurow flood protection channel(s) has been raised with the Water Office in recent weeks and the site has been visited (Oscar Smit/Calum Reid). Maintenance of these channels is not currently funded or undertaken by the Waters Office. The Community Board could submit on this matter for consideration in Council's next Annual Plan and/or Long Term Plan.



Neil Jorgensen
Assets Group Manager

Ahuriri Community Board

Memorandum

From Recreation Manager

Date 1 May 2017

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 21 February 2017 to 29 March 2017.

Comment

- *Sailors Cutting and Falstone Waste Water Upgrades* – These projects have been put on hold until we have capacity to gain a better understanding of Iwi and ECan expectations.
- *Omarama Dump Station* – Planting of tussocks on the soil mounds will be completed when this can be fitted into the work programme.
- *Omarama Hall Carpark* – The carpark at the Omarama Hall is not in the maintenance contract as it was understood that the hall committee manage this area (as with other hall committees in the district).
- *Otematata Wetlands Walkway* – Officers have emailed LINZ with an updated plan for the wetlands development but have not heard back.
- *Otematata Tennis Courts Fence* – Officers understand plans are in place for resealing the tennis courts. We advise that repairs to the fence should be completed after the reseal has been done.
- *Otematata Boat Harbour* – Protection works for the Otematata River have been completed with the addition of rock armouring to improve the resilience. While this work will protect the camp from routine rain events it will not mitigate the risk for events with a return period such as 1:50 years. We have been unable to carry out repairs to the boat ramp and the access channel due to delays obtaining consent from various parties.
- *Parsons Rock* – Electrix have approached Council to remove trees that will threaten transmission lines. They will remove and mulch any trees that threaten the lines and provide 1,000 more suitable replacement plants. In the past, these trees have been topped but this has resulted in poor tree structure and higher costs. As these trees age they will present a risk to campers. The proposed work will reduce costs to both Electrix and Council and provide a sustainable solution with more appropriate tree species. A reasonable amount of the trees will be left in situ and untouched.
- *Reserve Improvement Fund* - \$6,000 is available for Ohau improvements and \$12,000 for the rest of the Ward. Current commitments are:

○ Ohau Walkway	\$6,000
○ Omarama Pump Track	\$3,000
○ Sefton Lane Picnic Table	\$3,000 (completed)
○ Kurow Car Park Bollards and Chain	\$2,000
○ Otematata Tennis Court Fence	\$4,000 (with \$10k from carryover reserves)



Erik van der Spek
Recreation Manager

Thunes Cloete
Community Services Group Manager

Ahuriri Community Board Report

From Asset Management Engineer – Water Services **Date** 1 May 2017

Omarama Wastewater Treatment Plant Disposal Upgrade – Airfield Financial Contribution

Recommendation

The Ahuriri Community Board resolves that:

1. An annual financial contribution be paid to Omarama Airfield Ltd for the leasing of land for community wastewater disposal in Omarama.

Objective of the Decision

To confirm the Community Board's position, on behalf of Omarama ratepayers, on the payment of an annual financial contribution to Omarama Airfield Ltd for the leasing of land for community wastewater disposal in Omarama.

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	Key	Community Board Views	Key
Consultation	Key	Publicity and Communication	No

Background

The existing discharge permit (CRC082708) for disposal of community wastewater to the Omarama Stream from the Omarama Wastewater Treatment Plant expires in December 2019.

Upon expiry, a replacement permit (CRC082826) will come into effect which requires the wastewater to be discharged to an alternative location; a "yet to be constructed" sub-surface infiltration trench located on a small section of land owned by Omarama Airfield Ltd.

To provide surety, Council seeks to formalise the current "in principle" agreement with Omarama Airfield Ltd and has commenced discussions regarding a lease and associated conditions.

Omarama Airfield Ltd have expressed their desire for an annual financial contribution to be included as a condition of the lease allowing them to recover costs for WDC rates and maintenance. The value of the financial contribution is calculated by determining what percentage the required disposal area is of the total airfield site and applying that to the airfield annual rates and maintenance costs.

To accommodate predicted future flows, preliminary design indicated the required area of land to be in the order of 2.3ha. More recent design indicates the area will be considerably less. The percentage of the total 90ha airfield site will therefore be a maximum of 2.6%.

Annual WDC rates for the airfield site currently equate to \$25,000 per annum and maintenance costs in the order of \$15,000 per annum. The maximum value of the proposed annual financial contribution will therefore be in the order of \$1,040.

Summary of Options Considered

Option 1 – Reject the lease condition relating to the financial contribution

Option 1 involves Council advising Omarama Airfield Ltd that a financial contribution as a condition of the lease is rejected.

Rejection could be on the following basis:

- The new wastewater disposal system benefits the Omarama community.
- Omarama ratepayers will already be facing a rate rise to fund the construction of the new wastewater disposal system and additional costs will impact them further.

- Significant financial investment, over and above shareholder requirements, has been made by Council (and therefore ratepayers) in the past to assist the company in ventures such as the District Plan change to ensure protection of their airspace.

Whilst it is unlikely, taking such an approach could cause the Airfield Board to retract their “in principle” agreement forcing Council to find an alternative location. There would be significant time and resource involved in finding a suitable alternative location and seeking amendments to the issued permit through ECan.

Should Omarama Airfield Ltd allow the lease of land to Council without an annual financial contribution, such actions would be inconsistent with their management of other airfield leases, including the Omarama Soaring Centre, the other company shareholder. The fairness of the Board could come into question.

This option is not recommended.

Option 2 – Approve the lease condition relating to the financial contribution

Option 2 involves including a financial contribution as a condition of the lease.

The value of the financial contribution would be confirmed following completion of final design and permitted to be reviewed on an annual basis for allowance of cost fluctuations.

Assessment of Preferred Option

Option 2 is the preferred option.

The proposed value of the financial contribution is insignificant in comparison to the annual operating costs of the wastewater treatment and disposal system and the impact on ratepayers will be negligible.

Permitting such a financial contribution to be included as a condition in the lease, will allow Omarama Airfield Ltd to be consistent in its dealings with tenants and ensure they remain fair.

The payment of maintenance costs to Omarama Airfield Ltd places responsibility on the company to keep the area maintained. This is a benefit to Council in terms of health and safety as operators will rarely need access to the site. The site will further always be maintained to the standard required by the Omarama Airfield Ltd.



Caitlin Donovan
Asset Management Engineer – Water Services



Neil Jorgensen
Assets Group Manager

Ahuriri Community Board Report

From Roading Network Engineer

Date 1 May 2017

Extended Works for Kurow Township Upgrade

Recommendation

The Ahuriri Community Board resolves that:

- A budget of \$17,000 from the Kurow Amenity Rate be approved for the extended Kurow Township upgrade as per the attached plan.

Objective of the Decision

To improve access for the public and amenity value and increase the parking spaces within the Kurow Township.

Summary

As part of the assessment of Kurow Township upgrade works, a number of additional works were identified by the Community Board that could greatly enhance the usefulness of the existing infrastructure. The completion of these proposed works would complete the Kurow Township upgrade and provide extra parking spaces for heavy vehicles plus cater for increased demand.

The suggested improvement work involves the preparation and seal of existing gravelled roadside shoulders and working with the adjacent property owner to tidy up the existing road reserve. Two quotes for this work were received from Council approved contractors with Fulton Hogan submitting the best value for money proposal.

Summary of Decision Making Criteria

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

Background

The Kurow Township upgrade works have been carried out from 2015. It has improved the safety for pedestrians, reduced the traffic speed and enhanced the Kurow Township.

There were some works to be completed at the intersection of SH83, SH82 and Ranfurly Street. The existing roadside shoulders at the intersection of Ranfurly Street and SH83 are unsealed and are often used for parking. These shoulders are now failing due with gravel migrating onto the road carriageway. This raises a concern for public wellbeing and safety from dust and loose surfacing. Furthermore the increase in activities within Kurow Township has created some parking issues particularly for heavy vehicles. NZTA have indicated they have no issues with the proposed works.

These matters have been discussed between Board members and Council's Roading Department to arrive at the below solutions.

Summary of Options Considered

Option 1 – Undertake the additional works as per the attached plan. This will provide the best outcomes, increase the parking spaces and improve the public access and amenity value of the Kurow Township.

Option 2 – Do nothing. This would not improve the amenity value, but would not incur any costs, outside on-going gravel maintenance.

Assessment of Preferred Option

Undertake the additional works as per the attached plan. The work includes the following:

1. Prepare and seal the existing roadside shoulder to create additional truck parking space along Ranfurly Street.
2. Tidy up and seal the existing roadside shoulder along SH83 to allow drainage improvement and dust control, subject to NZTA approval.
3. Work with adjacent property owners to tidy up the existing road reserve to meet the needs of the community and enhance the amenity value.

Conclusion

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

It is recommended that approval be given for the extended Kurow Township works to be carried out as detailed in Option 1 of this report and the works be awarded to Fulton Hogan, Oamaru.



Ting Ge
Roading Network Engineer

Neil Jorgensen
Assets Group Manager

Attachments:

Quote from Council approved contractors - Fulton Hogan
Concept Plan/Proposal submitted by Kurow Community



Fulton Hogan Ltd
4 Main North Road
PO Box 307
Oamaru 9444
Telephone (03) 433 1129
Website: www.fultonhogan.com

Quotation

20th February 2017

Ting Ge
Waitaki District Council
Oamaru

Dear Ting

We are pleased to submit our quotation as follows for the work described below.

Description:
Excavate 100mm of soil
Supply and construct truck parks with AP40
2 coat seal and road mark truck parks
Supply and spread 100mm of topsoil over existing ground

Item	Description	Quantity	Rate	Unit	Amount Exc GST
1.0	Construct truck parking area approx. 396m2	1	\$14,805	LS	\$14,805
2.0	Lawn area approx. 110m2	1	\$1,790	LS	\$1,790

Special conditions:

1. No allowance has been made for soft areas to be dug out in the truck stops
2. Only One coat of road marking paint has been allowed for in this quote

If you have any queries regarding the above please do not hesitate to contact us.

Yours faithfully
FULTON HOGAN LTD




David Studholme
Oamaru Operations Manager.

For Fulton Hogan

This quotation is subject to the terms and conditions overleaf and is valid for one month from the above date.

If you wish to accept this quote, please complete and return the enclosed acceptance form. Work will only proceed on receipt of the enclosed acceptance form.



- 


 — Top Soil for new Grass planting — Will prepare himself - both after (WDC supply soil)
 — Lay by tarred! Same as Tech stop next to Play Ground - (WDC)
 — Stone wall - Same as Play Ground. — Will build if Rock is supplied.

Ahuriri Community Board Report

From Recreation Manager

Date 1 May 2017

12 Ranfurly Street, Kurow

Recommendations

Ahuriri Community Board recommend that Council:

1. Notifies the community of its intention to revoke reservation of 12 Ranfurly Street under the Reserves Act 1977.
2. Request the Department of Conservation to revoke reservation and dispose of 12 Ranfurly Street.
3. Remove the recreation designation for 12 Ranfurly Street in the District Plan.

Objective of the Decision

1. To prevent the improvements at 12 Ranfurly Street from falling into disrepair and becoming a Council liability.
2. To provide funds for community recreation purposes.

Summary of Decision Making Criteria

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

Background

Improvements/facilities at 12 Ranfurly Street consist of a house and grounds (Attachment 1) that were previously leased for use as a preschool. This use ceased approximately six years ago and the facilities have been unused and unmaintained since that time.

In the 2016/17 Annual Plan, Council allocated \$25,000 towards maintenance and modifications with a view to leasing as residential accommodation (Attachment 3). Officers were also requested to investigate the possibility of selling the land and improvements. In December 2016 a party interested in purchasing the improvements and leasing the land approached Council.

On the understanding that it would be able to lease the land for use as residential accommodation if any proceeds were put toward a use consistent with the land reserve status Council resolved (WDC17/022) in public excluded to:

1. Remove the recreation designation for 12 Ranfurly Street, Kurow in the District Plan.
2. Change the Reserve Act designation from recreation to local purpose.
3. Approve the sale of improvements at 12 Ranfurly Street and the lease of the land in Attachment One, subject to public notification of intention to lease.
4. Note Ahuriri Community Board recommends Council's CEO enter into negotiations over the sale price.

Recently officers have received advice that the activity itself on the land must be consistent with the lands reserve status rather than how the funds would be used. As such a use for residential accommodation would not meet the definition of 'Local Purpose Reserve' as it is commercial in nature and not open to community purpose. The previous resolution is now considered to be ultra vires to the Reserves Act 1977.

DoC advised that in 1957 the building (being the old school house) was gifted to the community at no cost for the purposes of use as a Scout and Guide hall and that ownership lies with Waitaki District Council. As this was a gift to the local community it is likely DoC would only seek half the proceeds from the land sale (after disposal costs) but would require Council to use the proceeds from the sale of improvements to be used for recreation purposes.

from the land sale (after disposal costs) but would require Council to use the proceeds from the sale of improvements to be used for recreation purposes.

Summary of Options Considered

Option 1 *(Recommended)*

1. Notifies the community of its intention to revoke reservation of 12 Ranfurly Street under the Reserves Act 1977.
2. Request Department of Conservation to revoke reservation and dispose of 12 Ranfurly Street.
3. Remove the recreation designation for 12 Ranfurly Street in the District Plan.

Option 3

Continue with previous resolution.

Option 4

Seek recreational use of 12 Ranfurly Street.

Assessment of Preferred Option

Option 1 is the preferred option as this is considered to provide the most benefit to the community and is consistent with the requirements of the Reserves Act 1977.



Erik van der Spek
Recreation Manager

Thunes Cloete
Community Services Group Manager

Attachments:

Location Map
Additional decision making considerations
Improvements

Attachment 1:**Location Map**

Attachment 2: Additional Decision Making Considerations

The following matters have been considered in making the decision.

Outcomes

This project will contribute to the following community outcomes:

- Our communities are safe places to live, work and play
- Our green-spaces, sports fields, libraries and recreational facilities are well managed and encourage healthy, active lifestyles and learning
- We recognise, value and respect Waitaki as a great place to live, visit, work and play
- Our infrastructure services are reliable and affordable.

Policy and Plan Considerations

Recreation designation in the District Plan will be required to be removed. Council is able to request this as the requiring authority.

Legal

The land is Crown land set aside under the 1948 Land Act and is now administered as a Recreation Reserve and vested in Waitaki District Council.

The Reserves Act requires activities to be consistent with the purpose of the reserve and to show that the relevant statutory requirements have been met. As a Recreation Reserve, use must be recreational in nature. Since the Scouts ceased to use this building, Council has not received any approach for recreational use of the land. Kurow is blessed with large areas of recreation land and many buildings are available for recreation use including the public hall, old school building, and bowling club. The land and buildings at 12 Ranfurly Street are considered surplus to recreation requirements.

In order to dispose of the land Council is required to publically notify its intention and request DoC carry out this process. LINZ will run this process for DoC and the cost of the process will need to be met from the proceeds.

Significance

This does not trigger the significance policy.

Financial and Economic Considerations

This will provide additional funds for community recreation and ensure assets do not fall into a state of disrepair.

Publicity & Communication Considerations

Public notification is required under the Reserves Act.

Attachment 3 - Improvements



Ahuriri Community Board

Verbal Updates:

- Chairperson
- Area Representatives
- Mayor
- Councillor

Ahuriri Community Board Memorandum

From Policy Officer - Governance

Date 1 May 2017

Items for Information

Recommendation

That the information be received.

Summary

The following reports present information prepared by the Mayor, Chief Executive and Customer Services Manager.

- Mayor's and Chief Executive's report to 29 March 2017 Council meeting.
- Health and Safety Update to 15 March 2017 Customer Services 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.



Mike Roesler
Policy & Communications Manager

Lisa Baillie
Customer Services Group Manager

Waitaki District Council Memorandum

From Mayor Gary Kircher

Date 29 March 2017

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 year is ticking along at a great rate, as we spend our time on numerous projects and dealing with the occasional issue. The kids' bike park in the harbour area is now open, following two years of promoting the idea and gaining support. It will add significantly to the area as a facility that many youngsters can enjoy at the same time. We have also made good progress on the HamNak pipeline project, and the roading team have completed their re-tender of the roading maintenance contract.

The RSA building proposal has taken up its share of our time, with the Courthouse project in the background but also making progress. I hope that we can get costs for the Courthouse confirmed within the next two months, and conclude our negotiations with the Ministry. That would improve the likelihood of court services being back in the building before Christmas this year.

Our Annual Plan also continues on track to meet timeframes and Councillors' expectations. The need for our District Plan review is becoming more and more obvious as time passes. I have had numerous comments and anecdotes that indicate the review is necessary and changes need to be made, particularly in relation to minimum lot sizes during the subdivision of Rural Residential, and Rural General land. Thankfully we are getting a bit closer to having the reviewed plan ready for public consultation. I have covered off a number of other topics in more detail below.

Chief Executive Recruitment

We have appointed Mike Stenhouse from Sheffield's as our recruitment consultant, and the Councillors and I had a very good initial session with Mike to run through our expectations of the process to be followed, the advertising required, and our respective views on what attributes an ideal candidate might bring to the role. I remain confident that we will have a good level of interest in our CE role, and look forward to getting through the process. At this stage, we are on track to make an appointment in the latter part of June.

The Observatory Retirement Village

As you know, this project is very much a community one – it is set up as a community trust, providing a facility which was deemed to fill a gap in our district, with profits going to benefit the whole community in the form of improved health services. This Council has backed it and we continue to be very supportive of it. It is in this context that I update you on the latest progress for the project.

The retirement village is on track to open in August, with the resthome part of the business starting with what should be a full house, because of the closure of Rendell On Reed which is timed for the same month. Work is progressing as quickly as possible to increase the number of available beds, so we minimise any moving of our older folk to resthomes outside Waitaki.

The trust has also been busy in the other areas of the retirement village as well. With 12 apartments available for occupation from August, the trust has been showing potential clients through them. The list of interested people has been used as the basis for this and priority given to those who indicated particular interest in the apartments. The very good news that I am pleased to share with you is that the response to the apartments has been overwhelming.

It is with great pleasure that I can report that all 12 apartments have been signed up – eight with unconditional contracts and four conditional ones. They are all expected to go unconditional very soon. The purchasers have bought the Occupational Right Agreements for the apartments, to a total of approximately \$3.3m, a hugely encouraging affirmation of the need for such a facility in Waitaki!

There is a second stage planned for the apartments, though the timing of that is yet to be determined and will rely on considerations such as cashflow. But it is a very auspicious start!

A start has also been made on the construction of three 'showhome' villas. There are three designs available, and one of each design is to be built. Interest is also strong in these, with a number of sales being made from the plans. I hope to be able to give a verbal update on this at our meeting. Suffice to say, everyone involved in the project has been overwhelmed by the support of the community for the project. It bodes very well for the future.



Trustees inspect the apartments as they near completion

Bike Park

We held the official opening of the bike park on the 18th of March. It has been over two years since I first floated the idea of the bike park on my Mayoral Facebook page, using images of the Napier one. The response then was extremely positive, and every time I have featured the project on my page, it has continued to show excellent support. The opening went very well, with a variety of youngsters using it for the first time.

I want to take the opportunity to thank everyone who worked so hard to make this happen, especially businesses who provided goods and services for free or discounted costs; staff who looked after elements of the project, including Rodger McGaw for the design work and Erik van der Spek for his project management; and to Councillors and the public who provided the support to make it happen! It is an awesome addition to the harbour playground facility. A special mention to the Otago Community Trust for their \$55,000 grant to the project, and to Cr Tavendale who was instrumental in putting together the application and for her involvement in the small project team from the start.

There are still some elements to be completed – the addition of the major play piece in the north-west area, picnic tables and the last of the landscaping (when funding allows). I have also been in discussion with a local business about the sponsorship of a drinking fountain.

It is projects such as this which really add to our goal of Waitaki being a great place to live, and I'm sure there is a bunch of wee kids and their parents who agree with that!



Opening Day!

Harbour Street

We are a month into the trial period and the feedback I have received to date has been positive. We have been closing the road at 10am and reopening it at 4pm. There has been an opportunity to try a number of different things, depending on the weather and the activities in the area. The most common feedback (limited though it is) is that the trial closure has improved business which is obviously what we were expecting. This feedback includes at least one business which was against the closure so I am heartened by their comments. When I asked them what we could do to improve the closure for them, their answer was an unequivocal, "Keep it closed until 6 o'clock!"

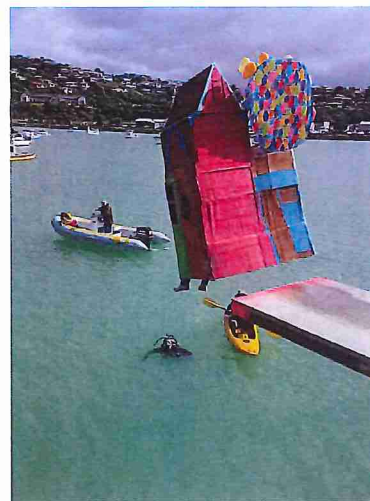
Last weekend, it was raining on Sunday and the forecast was for rain all day. We made the decision to postpone the closure and it stayed open. Although I did overhear some negativity about vehicles in the street, it still allowed businesses to trade well. If the closure becomes a regular event, then we do need to set up some protocols so businesses and the public have a good understanding of what will happen in different circumstances. I would also want us to work on other ways to enhance the environment in the street before any regular closures occurred. We still have some time to go before the trial is completed. At that stage, we will have a debrief with stakeholders and get together the information that we will need to make a good decision.

Friendly Bay Family Day

The day was another success, although it would have been better if the weather had been another 5 degrees warmer. I believe the crowd was a similar size to last year's, although generally families didn't stay for as long. The addition of live music went well, with the frame being used as a stage for the first time. We had attempted to have a corporate challenge using extra-large paddle boards, but a number of teams had to withdraw at the last minute, leaving us with no choice but to cancel that particular event. I still collected the boards from Timaru and there were plenty of kids, and older tourists, who got a lot of enjoyment from them. We are keen to attempt the challenge again next year, with the benefit of greater experience.

Once again, the day's success was largely due to local businesses and individuals getting behind it, and helping to keep it as a free event for everyone. Special mention goes to Cr Holding who spent much of the afternoon in the water looking after children as they enjoyed the giant paddleboards and the kayaks – it was an exceptional effort!

It was great to get feedback from a number of visitors from Dunedin and Timaru who were quite envious of our day, wishing that they had something similar in their hometowns. A start to organising next year's Friendly Bay Family Day has begun already.



Lots of activity at the Friendly Bay Family Day

New Associate Minister for Local Government

I attended an event celebrating the promotion of our local MP, Jacqui Dean, to become a Government Minister. She now holds the roles of Minister of Commerce & Consumer Affairs, Minister for Small Business, Associate Minister for ACC, and Associate Minister for Local Government. It is this last role which is of the most interest to us. Having our local member holding this position gives us the potential to have a more direct link to Parliament.

With her background as a Councillor and past Deputy Mayor of the Waitaki District Council, I believe we have the opportunity to give Mrs Dean a good insight into the current workings, and frustrations, of local government as we struggle at times to work within the legislative restraints that all too often lead to perverse outcomes – those situations where we want to get on and make things more efficient, as central government often wants us to, but cannot because that same body has put restrictions and excessive procedural impediments in the way. I want us to grab the opportunity to reacquaint Mrs Dean with our Council, and show her first-hand how we can work together to improve the situation.



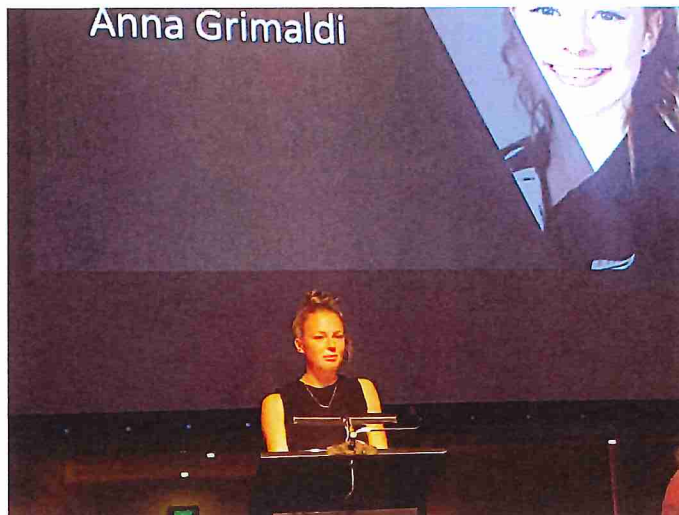
The Hon Jacqui Dean addresses the crowd at her event

Waitaki Sports Awards

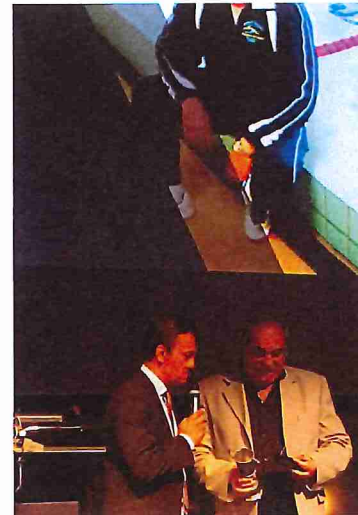
Every year, the annual Waitaki Sports Awards impress me with the variety and calibre of our local athletes, and this year was no exception! The supreme Sportsperson Of The Year was Courtney Duncan, a very deserving champion in a field that was very difficult to choose from. I'm just pleased I'm not on that judging panel!

Coach of the Year went to our very own Narcis Gherca, the popular and successful coach of our swimming squad. This is the second year in a row that Narcis has won the award and the continued success of his athletes is something we should all be proud of.

The guest speaker this year was Anna Grimaldi. Anna is a para-athlete and has raised her profile significantly with her gold medal in the Women's long jump at last year's Paralympics in Rio. A very unassuming youngster, Anna spoke well and was truly inspirational. Another truly great Kiwi athlete!



Anna Grimaldi gives her speech



Narcis Gherka receives his award

Katiki Point

As part of the Councillor tour of the southern part of our district, we called into Katiki Point at Moeraki. We got to see first-hand the challenges and opportunity that the area offers. It is the home to a good number of yellow-eyed penguins, and it is about the only place on the mainland where numbers of the penguins are reasonably stable. This is due to the very good work of a group of volunteers, including the hard-working Rosalie Goldsworthy who gave us a tour of the site. It is very clear that the birds' popularity is a major risk to them, and it appears to many of us that the best chance of a sustainable future is to turn that popularity into an advantage. Creating a tourism experience that visitors pay for will provide the necessary funding to help the endangered birds to not just survive, but to increase in number.

We need to continue to use every avenue open to us to get the key parties together. Only then can we make progress. The demands of tourists will only increase, and the pressure on the penguins and the volunteers will only get greater. Let's get it sorted before it is too late.

For more info, see: <http://www.penguins.org.nz/>



Rosalie Goldsworthy points out the penguins (apologies for the photo quality)

Freedom Camping

One of the best presentations at the Rural & Provincial Councils meeting in Wellington on the 16th of March, was given by ex-Mayor of Mackenzie District, Claire Barlow. She was there on behalf of KiwiCamp, along with the man behind the concept, Chris Wagner of Blenheim.

The concept is a part of the solution to the problem many areas face with freedom camping. It uses readily available technology and could change the face of budget tourism in New Zealand. The concept itself is quite simple – visitors use their smart phone, loaded with the Kiwicash app, to pay for services

they use at park-over spots around the country. It is free to park there but the facilities provided are paid for, simply by placing a phone (with Kiwicash app) next to the built-in sensors on the facility.

For example, if someone wants a shower, they can put their phone with loaded app to the shower sensor, and it will give them a pre-set amount of hot water for a set charge. The same applies to hot water for doing dishes, using washing machines, accessing wifi, or whatever else is set up to operate in this way. The basic facilities of toilets, rubbish & recycling are recommended to be free, to ensure they are actually used. The costs of the other services can be set to recover the overall costs of the area.

There is also the ability to control the number of vehicles in a camping area through a barrier arm controlled by the app. If it is set to 25 vehicles, it won't open for the 26th one to come along. This could even allow a camper to drive from the site to a shop, restaurant or other attraction, without losing their space.

This is not a cure for all of the problems associated with camping, but the applications for a district like Waitaki is great! Imagine using this at our lakes camps for added services... An existing holiday park owner could set up a secondary area to operate like this, and actually add to their business. Certainly it is something that I want us to look at more closely. It is a great solution to the problem.

www.kiwicamp.nz

www.kiwicash.nz



Claire Barlow details the concept and its advantages. The technology can be added to existing facilities if required.

The Frame

The frame at Friendly Bay has been getting a lot of use over the summer. Here are a couple of photos taken from the past few weeks:

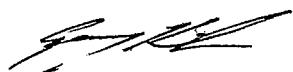


Thank you.

Meetings Attended:

13 February	Meeting with Mayor Damon Odey, Timaru
14 February	Mayor & CEO Catch up
14 February	Meeting with Chris Swan & Helen Algar, WDHSL
14 February	WGHS Excellence assembly
14 February	Meeting with Ray Simpson, NO Recreational Turf Trust
15 February	Council Meeting
15 February	FAR Committee Meeting
15 February	Councillor Briefing
16 February	Meeting with Mayor Bryan Cadogan and James Mather (Mayors' Taskforce for Jobs)
16 February	Meeting with Mike McElhinney, Tourism Waitaki
16 February	Meeting with Clare and Taranaki Smith re water issues
17 February	Meeting with Phoenix Mill Water Wheel Trust
20 February	Mayor & CEO Catch up
20 February	Meeting with Grant Finn, NZ Whisky Co.
20 February	Meeting with Dan Lewis, Radio Waitaki
21 February	Meeting with Mark Rogers, Aoraki Development Trust
21 February	Meeting with Klaus Steiner, Oamaru Lions Club
21 February	Meeting with Don Patterson, Railway Station
21 February	Meeting with OWCT
23 February	Canterbury Mayoral Forum ED Workshop, Christchurch
23 February	Canterbury Mayoral Forum Dinner
24 February	Canterbury Mayoral Forum, Christchurch
24 February	North Otago A&P Show
25 February	North Otago A&P Show Opening
25 February	Celebration Event for Dougal Allen – Challenge Wanaka Record Holder
26 February	Friendly Bay Family Fun Day
27 February	Mayor & CEO Catch-up
27 February	Council Workshop
27 February	Executive Committee Meeting
27 February	Meeting with Peter Scott, Oamaru Rowing Club
28 February	Meeting with Jason Menard, A2O
1 March	FAR Committee Meeting
1 March	Council Workshops
1 March	Councillor Briefing
2 March	Meeting with ORC re harbour activities
3 March	Maheno and Hampden Schools - Visit to Council
3 March	Iona Home Men's Group – Guest Speaker
6 March	The AM Show interview, Timaru
6 March	Southern Rail Campaign Meeting, Timaru
6 March	Waitaki Sports Awards
7 March	Mike Hosking Show Interview
8 March	PortFM Mayoral Musings
8 March	Councillor workshop with recruitment consultant
8 March	Meeting with Otago Regional Transport Committee
9 March	Meeting with Mike Lowe, McBrimar Holdings
9 March	Visit to Iona Home
9 March	Meeting with Mike McElhinney, Tourism Waitaki
12 March	Dr Rawlence talk on rare birds of Waitaki
13 March	Mayor & CEO Catch up
13 March	Council Business Development Workshop
13 March	Executive Committee Meeting
13 March	Citizenship Ceremony
14 March	AAPG Conference Opening, Opera House
14 March	Meeting with Probation Services
14 March	Meeting with Steve Bennett, DIA
14 March	Farewell Dinner for George Berry, WDHSL Chair
15 March	Extraordinary Council and Committee Meetings
15 March	Council Workshops
15 March	Councillor Briefing
16 March	Rural & Provincial Meeting, Wellington
16 March	LGNZ Stakeholder Function, Wellington

17 March	Rural & Provincial Meeting, Wellington
17 March	Cocktail Party, Lions Conference
18 March	Lions Conference Opening
18 March	Kids Bike Park Opening
21 March	Mayor & CEO Catch up
21 March	Phoenix Mill Trust Meeting
21 March	OWCT Meeting



Mayor Gary Kircher

Waitaki District Council

Memorandum

From Chief Executive

Date 29 March 2017

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 15 February 2017. The layout of this report is designed to mirror in part the KPI's set by Council for the CEO. These reflect our key community outcomes. There are also number of the comments are simply reporting back to Council on matters which have arisen over the last few weeks.

1. Affordability

Annual Plan

This process is well underway for our 2017/18 Annual Plan, Council agreed the Community Engagement Plan and the consultation content at their extraordinary meeting on 15 March. At this stage the draft is indicating a rates increase in the area of approximately 1%.

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.

2. Opportunities for new and existing businesses

Regulatory Services

Over the past month we have employed two new administration staff Glenda O'Neill and Monique Hamilton, a third staff member Jessica Mason will start on Monday 27 March (two fixed term and one permanent). This will fully complement our administration team to allow Regulatory Services to deliver critical functions over the next 12 to 18 months. This work includes the implementation of the Food Act 2014 where premises will transition over the next three years, updating over 300 Compliance Schedules for buildings requiring Building of Warrant of Fitness, integrating the inspection of Swimming Pools into our inspection work and recording information on Earthquake Prone Buildings plus assisting other areas of Regulatory Services to improve service delivery.

Alps 2 Ocean

Alps 2 Ocean project team and Joint Committee met with Ministry of Business Innovation and Employment, and New Zealand Cycle Trail in Omarama last month. We discussed the possibility of extending existing funding to include high profile off road sections. The A2O Project Team are also working closely with Department of Conservation to confirm an off road trail route.

Quality Accommodation

We have held a workshop on the Harbour Development Plan and Councillors are clearly keen to advance development in the area. Our Property team will be developing detailed plans to enable a number of projects to move ahead including:-

- Defining the potential site for visitor accommodation on the corner of Arun and Tyne Streets
- Planning a new road connection from Tyne to the Harbour.
- Seeking expressions of interest for the Tyne Streets and Esplanade Corner sites.

Business Visits

Visits have been made this year to Glide Omarama, The Wrinkly Ram, Waitaki Braids Lodge in Kurow and the McKeown Group.

3. Our Distinct Environment is Valued

District Plan Review

Workshops have been held regularly with Council on the review. The latest of these was held on 22 March 2017 and covered Energy and Utilities.

4. We Maintain a Safe Community

Health and Safety

I was pleased to hear from Robert Gonzales that our joint shared arrangement on Health & Safety is working well for both for us and Waitaki District Health Services – so well done Colleen Myers. They are enjoying working together with us on this and through our help – the hospital was able to achieve its ACC Accreditation.

5. Other

Cultural Facility Development

Cultural Facility Development Project Team have put in applications to four major funders and are awaiting the outcomes. These are the Regional Culture and Heritage Facilities Fund (Ministry of Culture and Heritage), Environment and Heritage Fund (Lotteries), Significant Project Fund (Lotteries) and Otago Community Trust. The first community fundraising event, Forrester Laneway Long Lunch, will be held on 1 April (Appendix 1).

There is a paper on this agenda which is seeking Council's formal approval for the revised total value of the project – noting that fund raising activity is hoped to raise more and that our ex rates contribution remains at the original level discussed.

Library set to Re-open.

The Oamaru library is set to reopen on Monday 27 March. An opening is scheduled for 9am with a welcome from Deputy Mayor Melanie Tavendale followed by a karakia lead by Anne Te Maiharoa-Dodds.

The refreshed facility will then be open to the public at 9.30am

Governance Support

Workshops with Community Boards are being planned to assist them with the development of their plans for the current triennium.

HamNak Project

The pipeline contract is currently out for tender. Bids close just prior to Easter – so it will be interesting to see the outcome of this significant project for the community. There has been a good level of interest in this project from potential contractors.

6. Council Controlled Organisations

Omarama Airfield Limited

A decision regarding a new director for OAL is to be made at this meeting. The process once an offer is made - is for the individual to carry-out their own due diligence on the company so as to be able to make an informed decision prior to accepting the offer of a role on the Board.

Waitaki District Health Services

WDHS will be presenting their 6 monthly report to this meeting. They also intend to outline how they see the future of health service delivery out into the community. Chairman Chris Swan and Deputy Chair Helen Algar will be presenting. The Board invited Mayor Kircher and I to attend a dinner to celebrate the service of former Chairman George Berry and to thank him for his nearly 20 years of service. He and his fellow directors have made a major contribution to the success of the company and to some key milestones along the way.

Whitestone Contracting Limited

The company presented its 6 monthly report at our last FAR meeting. It is good to see that their interim profit is on target and that hopefully the company is well positioned to earn a similar amount to last year. It was disappointing that they were not able to get back on to our

road maintenance contract in tier combined bid with Fulton Hogan – however the scoring process involving NZTA and an independent assessor clearly came out in favour of the bid from SouthRoads/Downer.

Tourism Waitaki

The company is in the process of finalising its project down at the penguin colony. Completion of work is now expected in April. Work on Alps2Ocean continues and TW is working with both Waitaki and Mackenzie District Council's in getting the trail firmly on the map and off the State Highway. It was tragic to see a visitor to this country killed in a cycle accident in the State Highway near to the Mt Cook turnoff just 10 days ago. This highlights just how important getting A2O off the highway sections really is. We would hate to have an accident created by road traffic on the trail.

Observatory Retirement Village

Great to hear of the success that the company has had in signing up its apartments and more recently in gaining interest in their villas – which are just beginning construction. As has previously been reported – Council is awaiting with interest the outcome of a new business case to see what may be affordable for the Trust to advance its plans for an additional care wing at the complex. More on this topic will be provided once that information comes to hand.

Councillors met with other service providers on Wednesday 22 March to discuss their views on the market in Waitaki. There is clearly some concern by other aged care facilities in Oamaru about the impact that Observatory Retirement Village may have on their business. The question of balancing the wider needs of the community with those of the existing providers continues to challenge Council.

Rural and Provincial Sector Meeting – Wellington.

Mayor Gary and I attended the above meeting on Thursday/Friday 16/17 March. There was an excellent update from President Yule and CEO Malcolm Alexander. Judge Peter Boshier – Chief Ombudsman outlined his views of the sector and how his office has had to respond more efficiently and effectively to requests in order to reduce the turnaround time for complaints to his office. He has also been a lot more definitive in declining to respond to complaints which appear to have little substance. Ministers Nicky Wagner outlined her priorities for tourism development and the funding to support local government with various infrastructure projects – much of which we already knew about. Lou Sanson Director General of DoC also presented on what DoC was doing with its team in the Tourism space. It was quite alarming to see the growth in numbers on some of the well-known DoC attractions – e.g. the Tongariro Crossing.

Minister Anne Tolley then followed with an update on the Better Local Services Bill. It was good to hear that she is definitely not pushing the amalgamation agenda and was a lot softer than her predecessor on forced CCTO's – which have now been removed from the Bill.

Minister Joyce was the first to address us on the Friday morning – and was upbeat about NZ's place in the world and how we were performing in general. However he was also clear that in order to ensure our international competitiveness – that Local Government had a part to play in ensuring that our processes were as efficient as possible.

7. Meetings Attended

22 February	Waihemo Ward Bus Tour
22 February	Mr Glenn Campbell, CEO, Whitestone Contracting Limited
23 February	Canterbury Mayoral Forum, Christchurch
27 February	Cultural Facility Development Committee Workshop
27 February	Executive Committee Meeting
1 March	Finance, Audit and Risk Committee
1 March	Downer, Open Space Manager
2 March	North Otago Irrigation Company Board meeting
6 March	Southern Rail Campaign meeting, Timaru District Council
7 March	Environment Canterbury, Southern Regional Manager, Tania Harris
8 March	Phil and Tyler Scott – Brewery Lease.
8 March	Otago Regional Transport Committee

9 March	Observatory Retirement Village – walkway easement.
14 March	Tourism Waitaki, Jason Gaskill
15 March	Extraordinary Council and Committee meetings
16/17 March	Rural and Provincial Meeting, Wellington
22 March	Council Workshops



Michael Ross
Chief Executive

Attachment

Forrester Lane Way Long Lunch Poster

FORRESTER

LANEWAY LONG LUNCH

WITH BEVAN SMITH AND SALLY ANN DONNELLY



riverstone kitchen
think seasonal • buy local • eat well
since 2006

Midday onwards
Saturday 1 April 2017

Harbour Street, Oamaru

A FUNDRAISING
EVENT FOR THE
GALLERY, MUSEUM
AND ARCHIVE
DEVELOPMENT
PROJECT



\$150 per ticket

3 HOUR FEAST
CASH BAR AVAILABLE



TICKETS AVAILABLE ONSITE FROM: FAT SALLY'S PUB AND RESTAURANT, PORTSIDE OAMARU,
RIVERSTONE KITCHEN AND THE OAMARU I-SITE ALSO AVAILABLE ONLINE: WWW.RIVERSTONEKITCHEN.CO.NZ

SHAPING OUR STORY

NORTH OTAGO
MUSEUM

FG FORRESTER
GALLERY

WAITAKI DISTRICT
Archive

Waitaki
District Council

THE GALLERY MUSEUM AND ARCHIVE DEVELOPMENT PROJECT

WWW.WAITAKI.COVT.NZ | PH. 03 433 0300

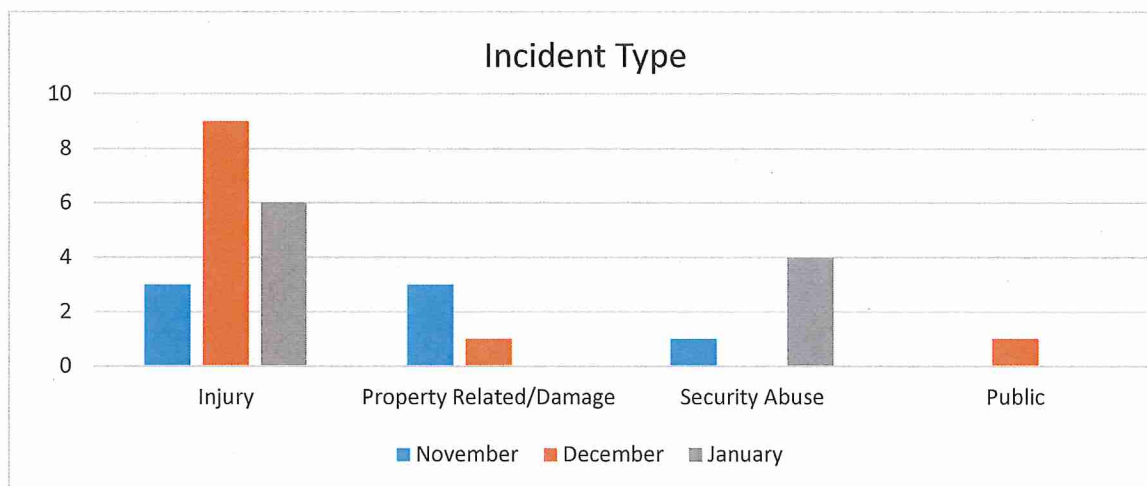
Customer Services Committee Health and Safety Update – 15 March 2017

2. Health, Safety and Wellbeing

2.1. Lag Indicator Statistics

	Near Misses	Incidents	Notifiable Events*	
			Injury	Incident
November 2016	0	7	0	0
December 2016	0	11	0	0
January 2017	2	11	0	0
2016/2017 Year to Date (including current period)	9	55	0	0

* Refer Part 1 Sections 23-25 of the Health and Safety at Work Act 2015 for definitions



1 security/abuse in January was also an injury

3.2. Lead Indicator Statistics

	Induction (individuals)	Training (individuals)	Safe Work Observations	Audits	Take5
November 2016	0	42	0	0	7
December 2016	1	10	0	1	10
January 2017	7*	0	2	0	22

*6 contractors/1 new staff member

Hazards

- Step down area identified at Aquatic Centre – potential trip/slip and fall – being monitored. Previous control included a chain in place, however this proved a greater risk as people were seen climbing over it.

Training

- Safe Work Observations presentation and process currently being developed to be rolled out to staff as required.

3.3. Health and Safety General

- Annual analysis of incidents for 2016 has been undertaken and is attached to this report as Appendix 1.
- Critical risks (likelihood of occurrence rare / potential consequence catastrophic) for the Waitaki District Council have been assessed
- Implementation of Safehold (electronic database for Health and Safety) progressing well. Plan to roll out to staff in the near future.
- Introduction and training on Safe Work Observations to be carried out over the coming months.
- Project Risk Assessments being introduced and facilitated with staff at the start of projects eg Library refit.

- First floor renovations for the Assets Department has now been completed with no injuries one near miss. Light fell from ceiling due to the ceiling grids not being securely tied up during a previous heat pump installation.
- March Health and Safety newsletter prepared and distributed (attached as Appendix 2 of this report).



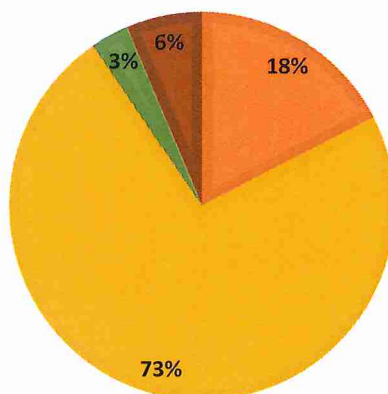
Appendix 1 Analysis of Incidents – 2016

**Analysis of Waitaki District Council Incidents
January – December 2016**

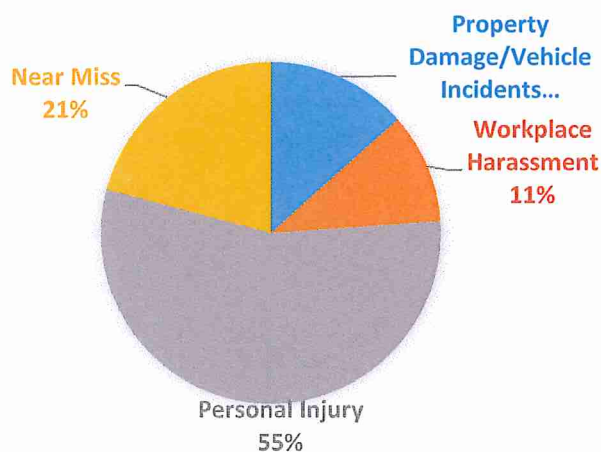
	2016	2015
Total number of staff incidents	64	32
Serious Harm	Nil	Nil
Lost Time Injury	1	<i>Not recorded</i>
Near Misses	14	22
Members of the public	17	5
Contractors (<i>in addition to staff incidents</i>)	61	32

TOTAL STAFF INCIDENTS BY GROUP 2016

Assets Comm Serv Cust Serv Corp Serv

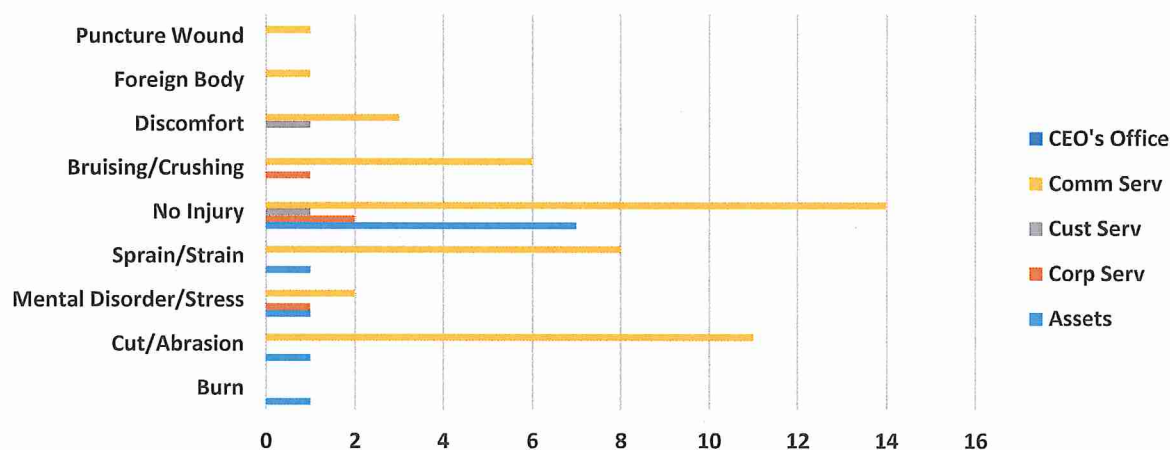


CLASS OF INCIDENT 2016

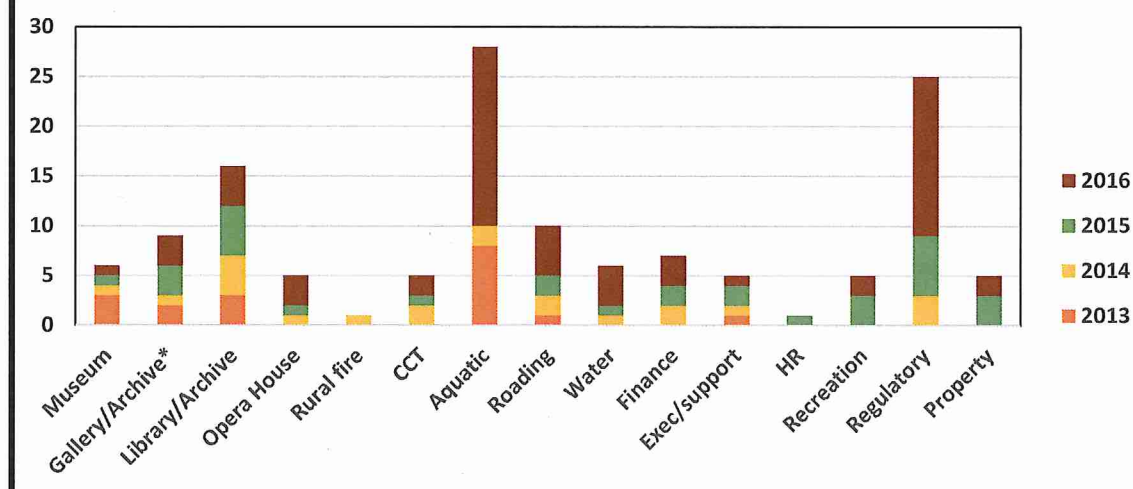




Types of Injury by Group 2016



ANNUAL STAFF INCIDENTS BY UNIT



* From 2016 onwards Archive became part of the gallery

** 2015 Aquatic Centre data is not available due to reporting processes. 114 minor incidents were recorded with no further detail available.

Significant trends

This year has seen a decrease trend in vehicle related incidents. This is likely a result of increased education and focus in this area, including the provision of defensive driver training.

Cuts and abrasions feature prominently as injury types, particularly relating to staff working in the field, followed by sprains, strains, bruising and crushing. Investigations inform us that a common theme, is decreased general awareness of task and its potential risks. This can be improved by encouraging staff to carry out a personal risk assessment (Take 5) prior to starting a task, (see recommendations).

This year there is a spread of incidents across most units. However, the Aquatics Centre and Regulatory Services both recorded the highest number of incidents. Again, the focus required to

reduce the number of incidents is the increased uptake on carrying out personal risk assessments and being aware of the task at hand.

There was 1 lost time injury (sprain to knee) at the Aquatics Centre following a trip and slip involving a moved telephone cord.

Workplace harassment continues to be a trend being experienced by our staff. A focus on ensuring reporting such incidents has occurred to ensure that we are able to provide the necessary training and protection for our staff where required. This has also lead to our systems and processes being reviewed and staff trained in how to manage in these situations, (see recommendations).

Contractors

Contractor incident reporting continues to increase. Of the 61 incidents reported, Southroads recorded the highest number, mainly due to the fact they do provide accurate and up to date reporting and are one of our major contractors.

Nearly half the incidents reported involve either vehicles or property which resulted from general inattention and awareness.

18 near misses were reported which demonstrates the growing reporting culture amongst contractors.

Public Incidents

This year 17 incidents have been reported and these incidents continue to be well investigated and all corrective measures recorded.

The Aquatic Centre (minor) incidents total 220 this year. The recreation team discuss these at their monthly meetings and trends are identified and changes to operating procedures instigated if necessary.

Near Miss reporting

This year has seen a decrease in reporting near misses (22 in 2015 to 14 in 2016). However, this is unlikely to be a true reflection of all near misses and this continues to be a focus of education and communication with staff. Near misses are valuable learning opportunities for Council to use to identify trends and implement preventative measures before incidents' occur.

Conclusion

Whilst staff incidents remain at a reasonably low level / low risk, improvements can be made to ensure that we send "everybody home safe every day" without deterring accurate reporting. The level of near miss reports continues at a low level and accurate reporting in this area remains a focus. There were no notifiable incidents to Worksafe in 2016.

Now with the Health and Safety at Work Act 2015 nearly a year on, we have greater responsibilities to ensure our health and safety culture becomes very risk assessment focused. It is our intention that all major projects carried out start with ensuring a risk assessment process is carried out. This will also be part of our overlapping duties with other PCBU's (persons conducting a business or undertaking) with whom we engage on any projects or general work. We must also ensure we focus on the 3 C's – Consult, communicate and co-operate with these other organisations.



Recommendations

1. Continue to develop our health and safety culture where staff encourage each other to work safely.
2. Educate and encourage a greater uptake of the Take 5 personal risk assessment across all departments for contractor, and where appropriate, for internal use.
3. Continue to provide training to frontline staff on how to interact and manage difficult customers.
4. Develop a Safe Work Observations program for Management and Governance as a means of monitoring not only our contractors but our staff.
5. Continue to develop reporting to Management and Governance to provide meaningful data to assist with increasing knowledge and inform due diligence obligations.

Colleen Myers

Health and Safety Advisor

Safety by Choice not by Chance



Appendix 2 Health and Safety Newsletter – March 2017

Health and Safety Newsletter March 2017

Health and Safety Quote for the Season:

“Tomorrow – Your reward for working safely today”

Celebrating Successes

- The renovations on the first floor Assets Department have now been completed and have been injury free, only one near miss reported. Well done to Property Services and all persons involved.
- The aquatics team has taken further action to reduce slips, trips and falls by researching and plotting the areas where the incidents were occurring around the pool deck. It was discovered that in these areas there was possibly a greater build-up of body fats that were contributing to the incidents therefore there has been a greater emphasis in cleaning those areas.
- A change was made in the hazardous substance (solvent based glue), which was to be used for the flooring at the library, to a less hazardous product prior to the start of the project. It will take a longer time to apply but less hazardous for all concerned. Health and Safety is all about reducing the risk where reasonably practicable.

Updates at the Council Office

- Library refit has now commenced and is proceeding safely. A project risk assessment was carried out prior to starting the work.
- Safe hold an electronic H&S database that the council has purchased is currently being set up and hopefully we will be in a position to roll out training in the near future. All incidents are currently being added in duplicate in both SharePoint and Safe hold. Incident management will be the first part to be implemented followed by hazard management. **Please remember to take photos following an incident especially where it would help to paint the picture or tell the story. As the saying goes a picture paints a thousand words.**

Vehicle Incidents

There has been a number of vehicle accidents recently around North Otago. Please take care when driving on the roads. Ensure that you are not fatigued when driving, drive to the conditions, watch your speed and do not use your cell phone while driving.



Overlapping PCBU Duties

Link to Worksafe bulletin – refer council case study.

<http://www.worksafe.govt.nz/worksafe/information-guidance/all-guidance-items/hswa-quick-guides/overlapping-duties>

Quiz

Take our online quiz to find out if you know the correct form to fill out when an incident happens.

<https://www.onlineexambuilder.com/waitaki-h-s/exam-131149>

H&S Committee

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