



Notice of a Meeting of the

Ahuriri Community Board

at

Kurow Community Hall, Kurow

on

Monday 12 June 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

www.waitaki.govt.nz

Ahuriri Community Board

Agenda

Venue: Kurow Community Hall, Kurow

Monday 12 June 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 Kurow Community Centre, Kurow on Monday 1 May 2017 at 3.15pm

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

Apologies Mr Chapman

In Attendance Cr Wollstein
Mr Jorgensen (Assets Group Manager)
Ms Donovan (Water Engineer) for Item 3
Mrs Tanner (Policy Officer-Governance)

Apologies

RESOLVED
ACB17/021

Mr Reid/Cr Dawson
"The Ahuriri Community Board accepts an apology from Mr Chapman for
absence."

CARRIED

Declarations of Interest

There were no declarations of interest.

1. Public Forum

No-one attended the public forum.

2. Confirmation of Meeting Minutes

RESOLVED
ACB17/022

Cr Dawson/Mrs Munro
"The Ahuriri Community Board confirms the minutes of Ahuriri
Community Board meeting dated 13 March 2017."

CARRIED

3. Omarama Wastewater Treatment Disposal Upgrade – Airfield Financial Contribution

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.

RESOLVED
ACB17/023

Cr Dawson/Mr Reid
"The Ahuriri Community Board resolves that an annual rental be paid to
Omarama Airfield Ltd for the leasing of land for community wastewater
disposal in Omarama."

CARRIED

4. 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
ACB17/024

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

CARRIED

5. 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 21 February 2017 to 29 March 2017.

RESOLVED
ACB17/025

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

CARRIED

6. Extended Works for Kurow Township Upgrade

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

RESOLVED
ACB17/026

Mr Reid/Cr Dawson
"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."

CARRIED

7. 12 Ranfurly Street, Kurow

Objective of the decision is to prevent the improvements at 12 Ranfurly Street from falling into disrepair and becoming a Council liability and to provide funds for community recreation purposes.

RESOLVED
ACB17/027

Cr Dawson/Mr Cowles
"The Ahuriri Community Board recommends 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."

CARRIED

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

Graham Sullivan

- 15 March – Council community forum in Oamaru
- 16 March – Meeting at Otematata with Robert Carson re Otematata Wetlands Walkway
- 25 March – Otematata Residents Association meeting
- 1 April – Civil Defence meeting in Otematata
- 5 April – Upper Waitaki Valley Society meeting

- 8 April – Community forum in Otematata regarding Council's Annual Plan
- 20 April – Meeting with Thunes Cloete and Lisa Baillie regarding Board Chairs
- 27 April – Tourism Waitaki meeting and workshop in Omarama
- Otematata Residents Association Inc (ORAI) are raising money to top dress the Tennis Courts and we are waiting on quotes
- Otematata Wetland Walkway – ORAI are creating another track and it should be completed before winter. The walkway has been used by the NZ public along with overseas visitors and great comments have been received.

Calum Reid

- Nothing to report.

Craig Dawson

- 15 March – Annual Plan workshop and Extraordinary Council meeting
- 21 March - Attended Ian Calder's funeral. He was a major contributor to Otematata and his latest role was Chairman of the Otematata Residents Assoc.
- 22 March – District Plan Review and other workshops, followed by Executive Committee meeting
- 24 March – Upper Waitaki Water Zone Committee meeting in Twizel
- 29 March – Council Meeting
- 31 March – Met with Councillors and Officers to view the Observatory Hill Retirement Village. This clearly has created a new market, which has been oversubscribed already and will be a valuable asset for the whole district
- 5 April - Attended an LGNZ webinar about financial management in local government. I felt this was a great opportunity to learn some new skills without the need to travel to Oamaru. The speakers worked to a well-run format
- 8 April – Annual Plan consultation meeting held in Otematata. The format appeared to work really well. It gave participants the chance to engage with the Mayor, Councillors and Community Board members on a conversational basis. The views on transfer stations, tree removal plans at Lake Aviemore, boat harbour repairs, the threat to the Otematata Camp with high river flows, Ohau rubbish collection, were well aired
- 12 April – Finance, Audit and Risk Committee meeting, Councillor briefing, then a Development Contributions meeting. Attended an Omarama Residents Assoc. meeting
- 13 April – Attended Omarama School play, which highlighted the trauma faced by families of servicemen during World War 1. For a small primary school, this production was very moving, well-rehearsed and a great tribute to the importance of Anzac day
- 19 April – Workshops: Regulatory Team objectives, District Licensing review and Corriedale water issues
- 21 April – Councillors met to discuss the Chief Executive applications with Mike Stenhouse
- 24 April – Waitaki Vehicle Trust meeting at Kurow. This service is going from strength to strength, racking up 41,308kms, with volunteer drivers logging 705 hours. The number of passengers who have used the service is 189. A second purchase has been actioned, with the intention of basing this car in Otematata to service Omarama as well
- 25 April – Attended Anzac services at Hakataramea, Kurow, Otekaieke, Duntroon and Omarama
- 26 April – Committee Day and Councillor Briefing
- 27 April – Tourism Waitaki held a meeting with residents at Omarama Community Centre. The key message, which all the attendees agreed to, was to engage with travellers personally, in order to sell the rest of the Waitaki district. To just supply a touch pad for information, which is connected to a very average website, doesn't work. To that end, it was felt that a manned office with staff talking and engaging with tourists, is the only effective way to get them to come down the valley. It was also felt that this is the right time to purchase a small piece of land next to the toilets to tack on a small information centre. This is the perfect location, which acts as a focal point for tourists visiting Omarama.

Vicky Munro

- 8 April - Annual Plan meeting on 8 April went really well
- 25 March - ORAI meeting. Very keen group who contribute a lot to the community

- Tennis Club received local funding. ORAI are contributing \$10k along with local donations
- Anzac ceremonies at Kurow and Omarama cemeteries. Six flags have been requested for Otematata. Mayor Kircher will look into this
- Three local ladies have retired after many years volunteering at the Otematata Library.

Brent Cowles

- 1 April - Civil Defence Emergency Management (CDEM) meeting in Otematata with a further meeting to be held this month to begin training local residents. Today attended CDEM Group meeting in Council Chamber
- On a personal level I had to deal with Council's building regulatory services and found them excellent
- Oamaru Police have appointed an officer in Otematata who will take up the appointment when his Oamaru replacement has been found.

Cr Wollstein

- CEO candidates narrowed down to approximately 10. Executive Committee will interview the top five with the top two to go to full Council
- Eighty two Annual Plan submissions have been received and will be considered by Council
- Tourism has increased. Short term challenges are to provide infrastructure to meet demand. Council has applied for funding for three projects to assist with infrastructure in the Waitaki district
- Freedom Camping – option with Kiwi Camping where facilities are provided and non-self-contained campers pay for using facilities eg showers, hot water, etc accessed via a phone App.
- Council looking at around 1% rates increase this year
- Harbour accommodation is being looked at by Council
- Oamaru Landfill had around 1,000 residents dumping rubbish for free on the last day.

RESOLVED

ACB17/028

Mrs Munro/Mr Cowles

"The Ahuriri Community Board receives the information."

CARRIED

Mayor Kircher

- Observatory Hill Retirement Village is off to a brilliant start. All rest homes beds will be full from day one. Apartments are successful with stage two to be progressed. Villas are being purchased off the plans and sales are also progressing
- Oamaru Bike Park has proven successful and provides an opportunity for children to learn road rules
- Attended several dawn Anzac services within the district
- Chief Executive Recruitment – good number of applications have been received. An appointment will be made late June
- Overall things are busy at Council
- Councillors will be meeting with Kiwi Camp representatives this Wednesday.

9. Items for Information

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

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

RESOLVED

ACB17/029

Mr Cowles/Mrs Munro

"The Ahuriri Community Board receives the information."

CARRIED

RESOLVED
ACB17/030

Mr Reid/Cr Dawson

"The Ahuriri Community Board approves an account from Hank Verheul Builders in the amount of \$2,172.35 for maintenance work at Omarama Community Centre."

CARRIED

There being no further business the Chairperson declared the meeting closed at 4.49pm.

Confirmed on this 12th day of June 2017 at Kurow Community Centre, Kurow

Chairman

Ahuriri Community Board

Memorandum

From Assets Group Manager

Date 12 June 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. Roading

With the approaching end of the financial year general maintenance activities are now down to core activities as we have completed the larger projects. We understand that the number of cyclists are increasing with the effects of this on our network being monitored and considered as part of the programme of works for next construction season.

CRM	<ul style="list-style-type: none"> Three CRM's received - two for grading and one a sealed pothole
Bridges and Structures	<ul style="list-style-type: none"> Repair to crash damage on Bridge 93 Routine maintenance completed on Bridges 90, 91, 92, 93, 94 and 95 – (Henburn and Lake Ohau Roads)
Road Maintenance	<ul style="list-style-type: none"> Priest Road – Seal extended to 50m from State Highway 83 intersection
Amenity Rate Projects	<ul style="list-style-type: none"> Kurow Township Upgrade (park bay and tidy up). Project is underway. Otematata Market Place upgrade option with estimated cost has been submitted to the Board for consideration
Street Lighting	<ul style="list-style-type: none"> LED lighting upgrade along local roads has been progressed

2. Water: Ohau and Omarama Drinking Water Upgrades

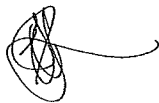
These two projects are currently in abeyance due to a number of high priority projects currently being worked on elsewhere in the district. Concrete covers have been placed over the bore holes at the Omarama bore site, and the site will be tidied up in the interim. No works have been undertaken at Ohau.

Waste Water: Omarama

The alarm at the Omarama Avenue sewage pump station has gone off a number of times recently. The main culprit seems to be toilet wipes, which do not break down as readily as normal toilet paper. Council officers will be looking at how best to deal with this on-going issue, which appears only to affect the Omarama waste water system, and only the Omarama Avenue pump station.

General

ECan has recently undertaken an audit of the Ohau, Omarama, Otematata and Kurow water and waste water consent sites. This included a visit to each of the sites with a Council officer. Initial indications during the site visits was that ECan are generally happy with the performance of Council's systems and the reporting undertaken. Formal audit reports are expected in the next month or so.

A handwritten signature in black ink, consisting of a series of loops and a long horizontal stroke extending to the right.

Neil Jorgensen
Assets Group Manager

Ahuriri Community Board

Memorandum

From Recreation Manager

Date 12 June 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 30 March to 29 May 2017.

Comment

- *Camping* – The camps have now closed for the season. Despite the poorer weather conditions numbers have been good. Anecdotally this may be the result of the Kaikoura quake resulting in holiday makers coming to Waitaki.
- *Sailors Cutting and Falstone Waste Water Upgrades* – These projects have been put on hold pending Council's review of the camping activity over the next ten months.
- *Omarama Dump Station* – Planting of tussocks on the soil mounds will be completed when this can be fitted into the work programme.
- *Omarama Sporting Complex* – Officers hope to meet with Resident's Association representatives in late June or July to discuss their plans.
- *Otematata Tennis Courts Fence* – We have to confirm with the contractor that this work is to be completed as soon as possible and that there is no need to wait until after resealing is complete.
- *Otematata Boat Harbour* – Remedial work to repair damage caused by the January 2017 flood have been completed and the boat ramp is once again available for use. As part of these works we inspected the main channel out to the lake and established that it was unaffected by the flood. The river protection works will protect the camp from routine rain events but will not protect from major events as experienced in January. Officers will be working with ECan and other agencies to establish what additional work can be done such as gravel removal from the river bed. Over winter, Council will be discussing the future of camping at this site.
- *Parsons Rock* – In order to ensure reliability of electricity supply and protect public safety, willows have been removed at Parsons Rock campground. This has caused concern with some members of the community while others have commented on the improved views. As future costs of managing the vegetation and liability for damage to transmission lines and public safety would rest with Council and the ratepayer, removal of the willows was considered the best long term option. Most campsites will be unaffected and 1,000 plants of more appropriate species will be replanted in locations that will not threaten the transmission lines.
- *Kurow Rail Reserve* - Poplars have been topped without consent in the Kurow Rail Reserve prompting complaints from members of the community. Officers will work through this with the individual concerned.

- *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 Memorandum

From: Recreation Manager

Date: 12 June 2017

Parsons Rock Tree Removal

Recommendation

That the information is received.

Summary

In order to ensure reliability of electricity supply and protect public safety, willows have been removed at Parsons Rock campground. This has caused concern with some members of the community while others have commented on the improved views. Removal of the willows was considered the best long term option for the ratepayer. Most campsites will be unaffected and 1,000 plants of more appropriate species will be replanted in locations that will not threaten the transmission lines.

Purpose

The purpose of this memorandum is to present information on tree removal at Parsons Rock campground.

Background

Vegetation management around transmission lines is required in order to ensure the reliability of electricity supply and to protect public safety. The Electrical Hazards Regulations 2003 defines the safe separation distance and specifies who is responsible for ensuring distances are maintained. Lines companies pay for the first cut of a tree and then responsibility passes to the landowner. Failure to maintain clearance can result in the landowner being fined up to \$10,000, an addition \$500 per day on which the offence continues and potential liability for supply disruptions or public safety.

The trees surrounding the transmission lines at Parson Rock have been periodically trimmed in the past by Transpower contractors. In March 2017, Council was approached by Electrix (maintenance contractor for Transpower) to remove trees that had potential to threaten the lines. Officers along with Community Board members met on site with Electrix to discuss the project. Electrix offered to meet the cost of removing the trees that were of concern, to mulch the debris and provide 1,000 replacement plants. As the potential cost to ratepayers in the future for Council to take responsibility for maintaining vegetation clear of the lines, would be tens of thousands of dollars and continual trimming has resulted in poor tree form, rot and weak branches that threaten campers, removal of the trees was determined to be a best option.

The Ahuriri Community Board and the Community Services Committee were advised of the planned work in papers at their respective 1 May 2017 and 26 April 2017 meetings.

Comment

The work has caused concern to some members of the community over the visual impact and impact (loss of shelter) on some camp sites. These concerns have not been raised directly with Council. Other members of the community (including some that were initially concerned) have commented on the improved views. Most camp sites have not been affected with the majority of the tree removals being around the main entrance and in areas where the terrain prevented camping.

Removal has provided additional opportunities with improved access along the camp through a gully, improved access to the lake with space that can be used for picnicking and boating from. As well as an area where we are discussing a dedicated swimming area with the Harbour Master similar to those at other camps.

In recognition of the problems caused by poor species and site selection in the past and to prevent these issues in the future, a number of policies were included in the 'Waitaki policy for Council trees' adopted in 2014 to guide current practices. This includes;

Policy 3

The effects on adjacent properties and underground and overhead services will be considered when planting trees on Council administered land and reserves, and the relevant property owners will be consulted by Council.

Consultation and notification is determined on a case by case basis. In this case, Community Board members met on site and both the Community Board and the Community Services committee were advised prior to the work being carried out.

Erik van der Spek
Recreation Manager



Dr Thunes Cloete
Community Services Group Manager

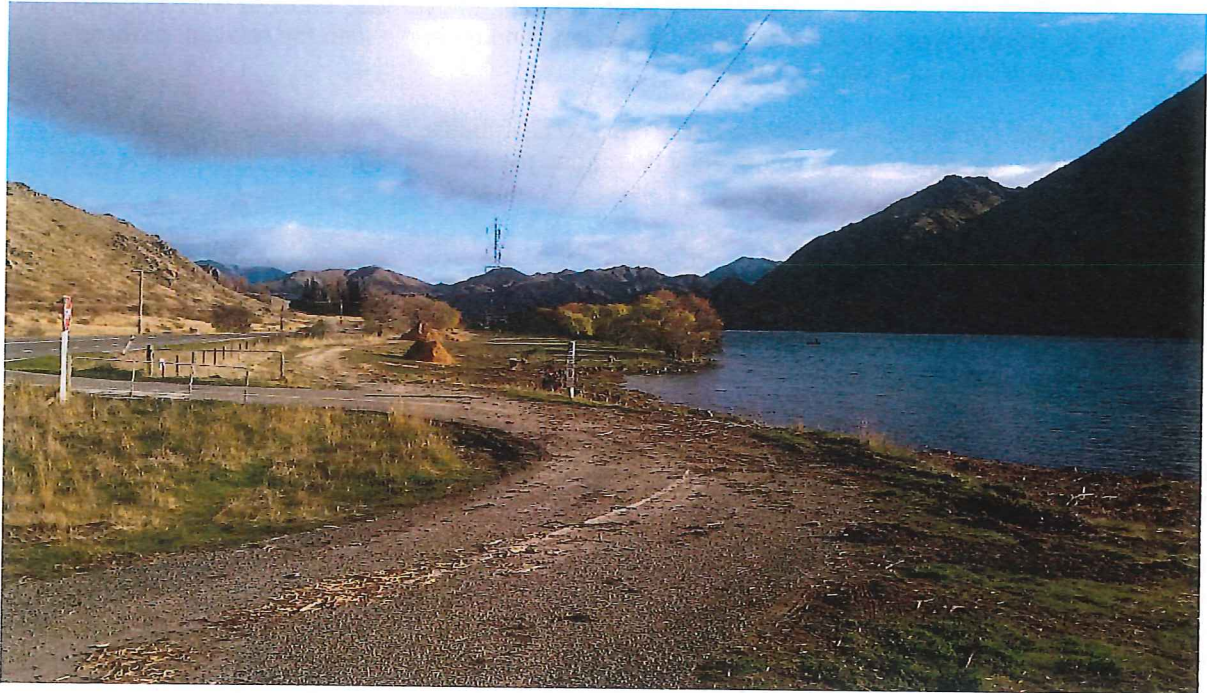
Attachments:

Appendix One: Photos of the sites

Appendix Two: Aerial of where trees have been removed

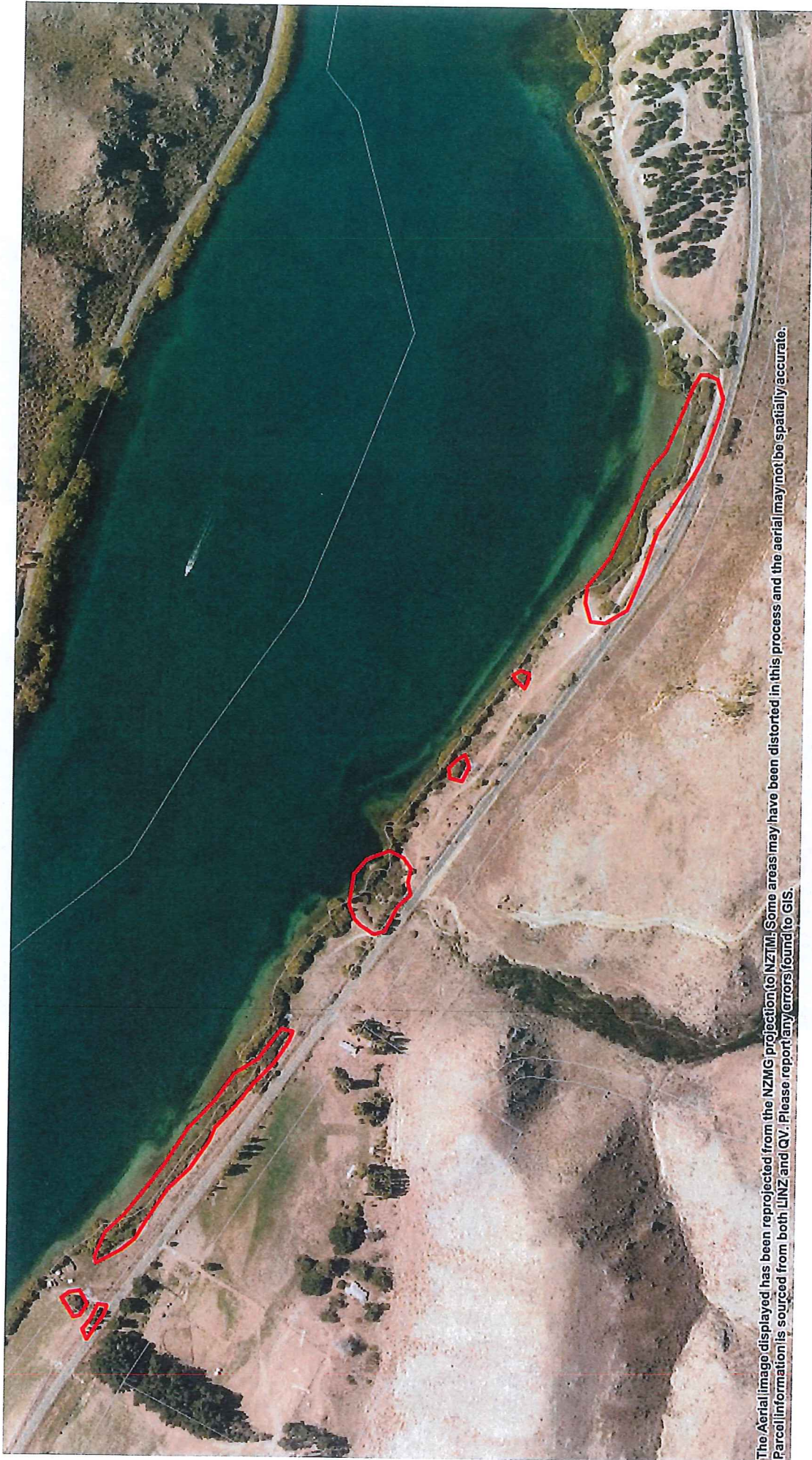
Appendix Three: Transpower Information Sheet

Appendix One: Photos of the sites





Appendix Two: Aerial of where trees have been removed



How much needs to be cut from a tree?

Transpower's utility arborists will consider the tree's size, shape and growth rate prior to pruning, however their main priority is maintaining the minimum safe distances between the transmission line and the tree(s).

Our utility arborists will attempt to prune branches to redirect future growth away from power lines so that the natural shape and the health of a tree can be preserved. However, if a tree requires such a degree of trimming that it would become unavoidably disfigured or presents a safety risk, it may be more appropriate to remove the tree and replant with a more suitable specimen.

Other situations where trees may need to be completely removed include, where trees are diseased or are on unstable ground, and at a distance from the line which would cause damage to the line if they fell.

What should I consider when planting near power lines?

Trees and shrubs are an important living part of our environment and community. Transpower recognises that in some cases it is desirable to plant trees close to lines for a number of practical reasons however, it is very important to think beforehand about the mature height and spread of the tree to ensure enough space is available for it to grow without impacting the lines. By considering these matters in advance, future conflicts between trees and power lines can be avoided.

If you plan to plant near power lines, consider low-growing species/cultivars (up to 4m maximum height) of the following trees and shrubs:

Examples of natives:

Ceanothus puniceus, *Coprosma*, *Corkia*, *Dodonaea*, *Flax*, *Fuchsia*, *Hebes*, *Holera*, *Leptospermum*, *Lophomyrtus*, *Macropiper exaltum*, *Olea*, *Pittosporum*, *Pseudopanax*, *Sophora*

Examples of exotics:

Apple Blossom, *Crab Apple*, *Dogwood*, *Maples*, *Prunus*, *Rowan*, *Waurum*, *Wattles*

Planting directly under lines should not exceed 2m in height.

If establishing commercial forestry near lines, Transpower can help calculate practical planting distances from the line. Early planning will avoid trees having to be trimmed or removed prior to maturity later on.

Where trees have been removed, you can stop regrowth or sprouting by applying environmentally-friendly herbicides to the stumps. It may then be possible to plant other 'power line-friendly' shrubs in their place.

We recommend you contact your local nursery for advice.

In all cases, it is very important to check the mature growth height of trees and shrubs before planting.

Transpower has more 'Frequently asked questions' relating to tree and vegetation trimming and power lines available at www.transpower.co.nz

REMEMBER:

Transmission lines are carrying electricity at very high voltages. Getting too close to transmission lines and towers, or hiding something close to a live conductor (wire), is EXTREMELY DANGEROUS.

Call us toll free on

0508 526 369

For advice on working near Transpower's transmission lines.

Contact us

Transpower New Zealand Limited
Transpower House, 95 The Terrace
PO Box 1021, Wellington 6140
www.transpower.co.nz

TRANSPOWER

Transpower New Zealand Ltd The National Grid



TRANSPOWER

Date of issue: August 2009

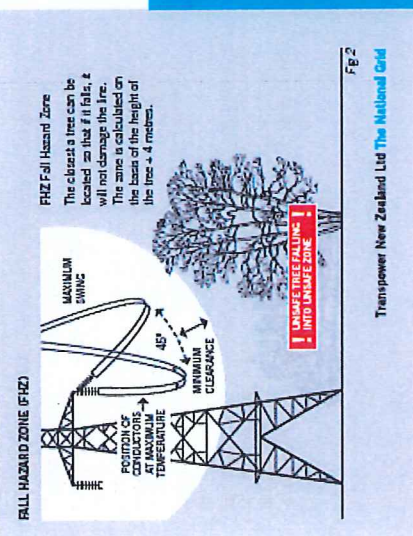


Fig 2

Transpower New Zealand Ltd The National Grid

About Transpower and this brochure

Transpower is the state-owned enterprise that owns and operates the National Grid - or high voltage transmission network - that carries electricity around New Zealand. Our network is made up of nearly 12,000 km of high-voltage transmission lines and more than 170 substations and switchyards.

This brochure provides important information to landowners on managing vegetation (particularly trees) near overhead power lines. Vegetation management is needed around Transpower's overhead transmission lines because of the potential for vegetation to threaten:

- the reliability of the electricity supply (for example, through trees touching or falling on lines)
- public safety through the presence of hazardous voltages around trees that contact transmission lines.

GROWTH LIMIT ZONES (GLZ)

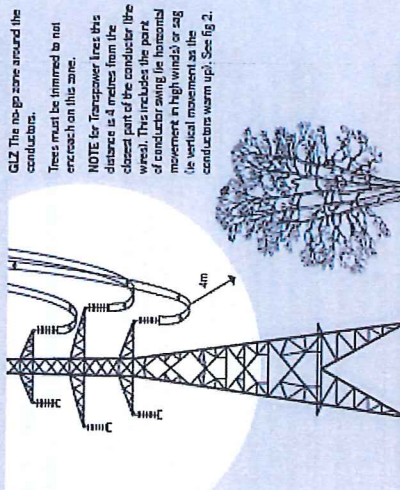


Fig 2

Keeping the energy flowing

Why prune or remove trees?

Trees growing too close to power lines may cause:

- a fault which will affect the operation of the line;
- injury or death to someone near the tree; or
- damage to land and property.

If trees touch high voltage conductors (or wires), or electricity "jumps" the gap to a tree, then dangerous voltages may arise in the area around the tree, or on the tree itself. These voltages have the potential to cause serious injury or death. High voltage electricity flowing into trees can also cause trees to ignite. The effect of a tree fire can be very severe in forest areas, as well as threatening human and animal life.

Transpower is legally required to maintain its lines to minimise any tree-related interruptions to the supply of electricity.

What is Transpower's legal authority for tree maintenance?

The Electricity (Hazards from Trees) Regulations 2003 came into effect on 1 July 2005. Copies of these Regulations are available from www.transpower.co.nz.

The Regulations:

- define safe separation distance between trees and overhead lines;
- specify who is responsible for ensuring separation distances are maintained;
- place potential liability on tree owners if the Regulations are breached; and
- provide an arbitration system to resolve disputes relating to tree trimming.

Compliance with these Regulations is mandatory.

How often does Transpower inspect lines?

Transpower's contractors carry out routine inspections of the lines every six months. These inspections include checking if trees are growing too close to lines and may cause a line fault.

Transpower's priority in tree trimming is public safety. If you have concerns that a tree is growing too close to a Transpower high voltage overhead line, please contact us toll free on 0508 526 369.

Can I prune the trees myself?

No. You should not attempt to prune any vegetation growing near any overhead high voltage power line. Only specially-trained line clearing professionals should work around power lines.

There is significant risk to persons carrying out such an activity because of the risk of electrocution through getting too close to a live conductor.

If trees owned by you come into contact with, and cause damage to the electricity network, including contact during the act of tree trimming, you may be liable for that damage including any damage caused to third parties.

Please contact us toll free 0508 526 369 to arrange for a tree contractor to come and prune your tree.



Who pays for the trees to be cut or trimmed?

Transpower is responsible for the maintenance and operation of its transmission lines.

Transpower will pay the costs associated with the first cut of a tree under the Tree Regulations. After the first cut of a tree, the cost of maintaining the tree passes to the owner of the tree. As the tree owner, if you do not want to take the responsibility for the tree, you can send us a written "no-interest tree notice" which means that we will take responsibility for the tree, including removing or trimming the tree if we decide this is the best course of action.

No-Interest Tree Notice

Transpower has a standard "no-interest tree notice" form and freepost envelope that can be sent to landowners to fill out and return. If you would like to be sent a copy, please call us toll free on 0508 526 369.

If you accept tree ownership then you are responsible for meeting the ongoing vegetation management costs to comply with the Tree Regulations (other than the first cut which by law Transpower must pay). However, for safety reasons we would still prefer to arrange for qualified people to undertake the trimming. In these situations, Transpower may seek to recover from you all reasonable costs incurred in managing the threat posed by the vegetation.

Transpower New Zealand Ltd [The National Grid](http://www.transpower.co.nz)

Ahuriri Community Board

Verbal Updates:

- Chairperson
- Area Representatives
- Mayor
- Councillor

Ahuriri Community Board

Memorandum

From Policy Officer - Governance

Date 12 June 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 10 May 2017 Council meeting.
- Health and Safety Update to 26 April 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 10 May 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?

Once again, a lot has been happening, both in the public arena and behind the scenes. The Annual Plan has been progressing, the landfill has closed and the new transfer station has opened, we continue to have issues with our rural roads exacerbated by the amount of rain we continue to receive, we are progressing the Harbour Strategy update, and we are about to go out for expressions of interest for our land around the harbour. We can add to that the recruitment process of the CE, reviews of the General Bylaw and District Plan, the initial discussions around the Long Term Plan, and the many other matters we are working on. It is an exciting time!

Chief Executive Recruitment

With the applications for the CE role now closed, we were very pleased to get a total of 72 applications in from around New Zealand, Australia, and further afield. Our recruitment consultant reports that this is an unusually high number, perhaps a sign that Waitaki is truly an attractive place to come to. The proof is in the quality of the pudding though, and after going through CVs, I'm confident that we have attracted some truly quality candidates.

The Councillors and I went through all applications and agreed on the top ten or so candidates. The people in this longlist will be interviewed and refined to give us a shortlist of around five candidates, which are being presented to us on the 8th of May. It is an opportunity for all Councillors to challenge any recommendations and question the inclusion or exclusion of any candidates.

The Executive Committee will then interview those who make our shortlist, cutting it down to the two who best fit the description of our ideal candidate. A comprehensive interview of each of these two 'finalists' conducted by the full Council will allow us to decide on our preferred candidate. We expect to be able to make a public announcement on an appointment in the latter part of June.

It's quite a long process, but one which we expect will give us a great CEO to lead the operational part of the organisation into the future. This is probably the single most important decision this Council will make in the whole term.



The Councillors working to whittle the 72 applicants down to those who will receive an initial interview.

Annual Plan Progress

This year, the introduction of round-table public meetings has been trialled with some pretty positive results. The most common response from members of the public who participated has been that these sessions have been really good. Instead of turning up for five minute to ten slots to put their case and answer any questions, people have been able to spend up to 90 minutes, talking about what they want to see in their communities - what Council is doing well, should be doing, or what it needs to do better!

Along with written submissions, I'm sure this year's Annual Plan will benefit from this greater quality engagement with our community. It gives us food for thought as we head towards a new Long Term Plan in 2018, and we will discuss whether we want to include a variation on this theme for the consultation on that plan.

As for this year's AP, we have the major decision-making to go. The Councillors and I have to weigh up the draft budgets, and the items included in submissions and make some tough decisions. There's the matter of approximately half a percent of rates increase that stems from the increased costs of maintaining our roads. Do we add that to the existing 1% increase, or does something else get removed to make way for it? There are a number of wish list items that have come through in the submissions - do we add any of those, or not? All the best to staff and Councillors as we go through this process!



One of the submissions to come through from the community was from NOSLAM (North Otago Sustainable Land Management Trust). Due to the work they are doing which parallels our own aims, we asked them to give a presentation to help spread the information.

Civil Defence and Emergency Management

Change is in the wind with CDEM activities. We have been changing our model across Otago as we move to a regional model which provides greater consistency and support for each district. But central government is also looking at what it might do at a national level, and that is a concern. So much of Civil Defence is about locals looking after locals during emergencies. It is only when local resources are overwhelmed that resources from outside the district are brought in.

The concern with moving to a more nationally-led approach, is that we lose the local knowledge that is so important in Emergency Management situations. It is not decided yet exactly what is proposed, and what will eventually happen, but it is important that we keep any civil defence emergencies locally managed, with outside expertise and resources brought in as required.

Whilst on the matter of Civil Defence and Emergency Management, we are currently reviewing the activity, and expectations, from a regional perspective to ensure all of the districts are on the same page. The regional approach is that the districts are distinct, and operate in that way, but the overall management is a way of coordinating the activity and local resources to suit the situation. This should mean a higher level of training, and shared resources which can be 'borrowed' from other districts to help out where needed. It is an approach which is looking promising so far, and one we can support.

Farmers' Market

I attended the AGM for the Oamaru Farmers' Market a couple of weeks ago. The market has really been a success story, as part of the rejuvenation of the harbour area. Every Sunday morning, rain or shine, the market sets up to provide locals and visitors a place to buy fresh produce, local food and enjoy the atmosphere of the marketplace.

I was given the opportunity to talk about the area, in particular the proposed 'urban park' that we have included in the draft Annual Plan this year. One of the numerous reasons for having the park is to provide a location that is home to the farmers market, where they don't have to battle with cars and it is more purpose-built for their needs. If we get that right, we will also have a space which is set up for many other activities and events, as well as for casual use by people. If the proposal gets approved, the Farmers' Market are very keen to work with us, and explore the possibility of looking for external funding for the development of the space. We shall continue discussions with them on this possibility.

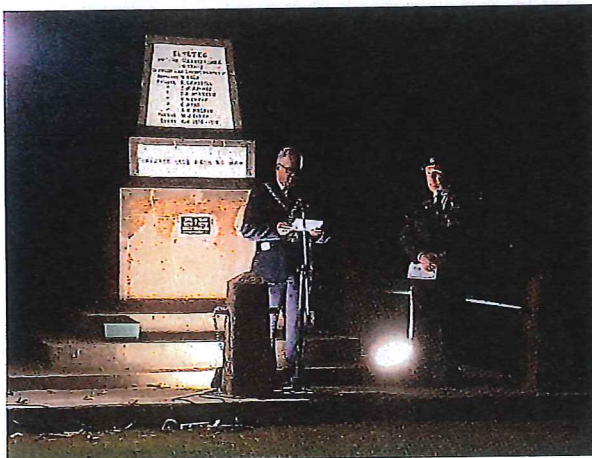
As with AGMs, there was an election of officers, and I congratulate Richard Vinbrux on his re-election as President. There is a lot of positivity about the market these days, and it is our hope that it will continue to grow. I'm sure Richard will do his bit to make that happen.

Anzac Day

Once again Anzac Day services have been held throughout the district. This year I had decided to go to the Hakataramea Dawn Service to support our people to make the annual pilgrimage there, and it was a moving ceremony. It was the first time that a Waitaki Mayor had attended the service, and a number of people were kind with their appreciation of that. It was the first time that Waimate District's Mayor Craig Rowley attended as well, making it even more special. We both got to speak, and I noted that it was a place where the people of two districts crossed the ditch to join together, and talked about the symbolism of New Zealand and Australia joined together 102 years prior to that to form the ANZAC corps that fought at Gallipoli.

Across Waitaki, as it was throughout the country, Kiwis turned out to remember those who had served our country. Services everywhere appeared to be as big as ever, and the Council present at almost all of them was appreciated. Thank you to all Councillors and Community Board members for your attendances, and for representing us so well.

Going forward, it appears that we have some enthusiasm in the community to take back some of the organisation for the services in Oamaru and support for the surrounding areas. This workload has been largely carried by Mandy McIntosh and a small group of helpers for the past few years, and she has done a magnificent job. But that was only ever intended to be temporary, and the time has come to hand some of the heavy lifting back to the community. The Council remains committed to help and support wherever necessary, but the services should be driven by the community and that will happen. We will always be there in the background, ready to help though.



Mayor Craig Rowley pays his respects



Some of the crowd at Hakataramea's Dawn Service



The laying of poppies at the Kurow Memorial Gates



The service at the Otekaieke's Memorial Gates



Laying poppies at the Duntroon War Memorial

Craig's Poultry

Councillor Percival arranged for Acting CE, Paul Hope and me to go to Craig's Poultry farm in Herbert to discuss a number of issues. We got to see one of those almost-secret success stories that happen in Waitaki. Their regular egg farm is going well, and they are part of a wider cooperative group for marketing and other parts of their operation.

But it was their newer, free-range farm that was the subject of our visit. There's been a few complications which we went along to check out and see how we could help. We gave a few suggestions, and went away with several things on our list to do. However, it was the chance to see what they were doing, and why, that was most interesting. Public sentiment against caged-egg production is growing, and supermarkets and major egg users are reacting to that by going totally free-range. Some are already there, whilst others have set dates to become free-range only. So the industry is flat out planning for this change. We will likely end up with eggs that cost twice as much as they currently do, and I don't know if everyone will be so enthusiastic about that, but it is the direction that we are heading in.

Craig's utilise mobile sheds on their free-range farm which are moved along a series of piles to allow the ground to rest, and to allow any diseases to dissipate. At the moment they have two of these sheds, which take 15,000 hens each. They are in the process of adding another four sheds to the site, with plenty of potential to add more in the future.

This type of farming is interesting for a number of reasons - it helps diversify our economy, it provides more jobs, and the environmental impact is less than a number of other types of farming. We watch the farm's progress with interest.

Grey Power Meeting

In response to comments I had made, Grey Power invited me along to their recent meeting to address them on the issue of the funding we had given the Observatory Retirement Village Trust, in the form of a grant and an interest-free loan. They wanted to hear from me why we had made the decision and what that meant for community housing generally. There was about 40 to 50 people attending the

meeting and I had been given a total of 15 minutes to talk and to answer any questions. It was 45 minutes later that I finished, after receiving a lot of questions on the funding, and other related issues. I was able to clarify that the funds had not come directly from rates, and that the recipient was in fact a community trust, set up to return profits back to Waitaki people in the form of improved health services. I was pleased to inform the meeting that many of the care beds were available to any member of the public, free of any charge to them if they had been assessed as needing that level of care.

I've long been of the opinion that we should always be prepared to own our decisions, and be able to stand up and explain them to the public. And the Grey Power members appeared to appreciate the opportunity to discuss the topic in an open manner. I look forward to my next invitation to meet with them.

The Last Of The Landfill - Users save \$80,000!

The Oamaru landfill is now closed and the new transfer station operation is underway at Industrial Lane in Oamaru's north end. Councillors were wanting the landfill to go out with a bang, and we certainly achieved that.

We had an incredible 2500 customer visits through the landfill over 5 days of cheap or free rubbish disposal. They took advantage of the opportunity and had a good cleanout. It was an end of an era with the closure, and it was pleasing for us to be able to offer this last opportunity to the public to have a major clean up. Thanks once again go to Council and Whitestone staff for making our request a reality!

A quick summary:

- We saved the community over \$80k in landfill fees
- Nearly 400 tonnes of domestic rubbish was cleared out of properties and 100 tonnes of green waste, plus commercial waste.
- Just over 600 tonnes of rubbish in total
- Commercial users were able to offset \$26k of cost.

We continue to work with the Resource Recovery Trust and Waste Management to find solutions for parts of the waste stream such as recyclables and greenwaste.



One of the 1,018 loads to be taken to the landfill on the free day



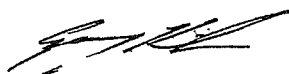
The official opening of Waste Management's new Oamaru Transfer Station. The Hon Jacqui Dean MP is about to give her speech to the excited crowd.

Thank you.

Meetings Attended:

22 March	Council Workshops
22 March	Executive Committee Meeting
22 March	Youth Council Meeting
23 March	Observatory Hill Retirement Village Meeting
23 March	Meeting with Jason Gaskill, Tourism Waitaki
24-26 March	TrustPower National Awards, Rotorua
29 March	Council Meeting
29 March	Councillor Briefing
30 March	Steampunk Planning Meeting
30 March	Zone 5 & 6 Dinner, Christchurch
31 March	Zone 5 & 6 Meeting, Christchurch
1 April	Long Lunch Fundraiser
3 April	Mayor & CEO Catch up
3 April	Campbell Park Business Visit
3 April	Meeting with Chorus
3 April	Meeting with Dougal McGowan, Chamber of Commerce
4 April	Annual Plan Community Forum's
4 April	Meeting with Alan McLay
5 April	Council Workshops
5 April	LGNZ Webinar
5 April	Otago Regional Council Dinner
6 April	Meeting with Lucianne White, Tourism Waitaki
6 April	Meeting with MTO
6 April	Meeting with Di Talanoa, Waitaki Recreation Centre
6 April	Meeting with Mowing Business operators
6 April	Meeting with Don Patterson
6 April	Meeting with George Kelcher, Road Metals
7 April	Meeting with North Otago Sustainable Land Management
7 April	Meeting with Charles Haakart, Otago CDEM
7 April	Meeting with Mark Smith, OWCT
7 April	Meeting with Colin Jackson
7 April	Meeting with Peter Rodwell
7 April	Fundraiser for Tower Stairwell Challenge
8 April	Annual Plan Community Forum, Otematata
9 April	Eden St Carpark Electric Charger Opening
10 April	Mayor & CEO Catch up
10 April	Senior Catholic School's Sports Tournament, St Kevin's College
10 April	Waihemo Community Board Meeting
11 April	Meeting with Ralph Davies
11 April	Meeting with Helen Webster
11 April	St Kevin's school visit
11 April	Meeting with Paul McGahon, Heritage consultant re Clark's Mill
12 April	PortFM Mayoral Musings
12 April	Finance, Audit and Risk Committee Meeting

12 April	Councillor Briefing
12 April	Youth Council
12 April	Annual Plan Community Forum, Palmerston
18 April	Mayor and CEO Catch up
18 April	Heritage NZ Presentation
18 April	OWCT Meeting
19 April	Council Workshops
19 April	Meeting with Michael de Buyzer
20 April	Craig's Poultry Farm Business Visit
20 April	Meeting with Mark Smith, OWCT
20 April	Grey Power Meeting address
21 April	Meeting with Jacqui Dean
21 April	Electric Car Tour visit
21 April	Transfer Station Opening
21 April	Councillor Workshop
21 April	Multicultural Society Variety Concert
23 April	Farmers Market AGM
24 April	Meet with Corriedale Water group
24 April	Posy Laying, Oamaru Services Cemetary
25 April	Anzac Day Services – Hakataramea, Kurow, Otekaieke, Duntroon, Oamaru Main Service
26 April	Mayor and CEO Catch up
26 April	Council Meetings
26 April	Councillor Briefing
26 April	Christchurch City Council Antarctic Team Visit
27 April	Meeting with Lucianne White, Tourism Waitaki
28 April	Phoenix Mill Water Wheel Trust Meeting
28 April	Waitaki District Health Services Consultation
28 April	Meeting with Amy Zhang, Campbell Park
1 May	Otago CDEM Group Planning Workshop
1 May	Ahuriri Community Board Meeting, Kurow
2 May	Mayor and CEO Catch up
2 May	Meeting with Michael de Buyzer
2 May	Waitaki Boys' High School Anzac Day Service
2 May	Committee for Canterbury Function, Christchurch
3 May	Meeting with KiwiCamps
3 May	Council Workshops



Mayor Gary Kircher

Waitaki District Council

Memorandum

From Chief Executive

Date 10 May 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 29 March 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. Leadership

Our regular staff meeting following the Committee Meetings on 26 April was well attended. Along with other Managers we summarised the key matters which had been discussed by Councillors the previous day. We also gave an update on the status of the new Transfer Station.

I have recently been in discussion with Jonathon Salter, Simpson Grierson and have to be able to confirm that we will host a forum here in Oamaru on 29 May for elected members on "Conflicts of Interest". In discussions with my South Canterbury colleagues we thought that this topic would be a good opportunity for Waitaki to initiate and Councillors from Mackenzie, Timaru, Waimate and Waitaki have all been invited to attend.

2. Organisation Efficiency

The planning for our next In-House Staff Survey is underway and we hope to be commencing this later in May. This will be an opportunity for staff to comment on their work environment and management in general, and put forward any suggestions for change. The survey is confidential and participants are not identifiable.

We have received the report from Price Waterhouse Cooper (PwC) on the results of the Australasian Local Government Performance Excellence Programme FY16. The results show how we track against other similar size councils. This is the second year we have participated in the survey. The information collected is focussed on improving organisational efficiency and understanding our key trends. It is used as a management aid for effective decision making. We have yet to discuss the report in detail at the Executive Team.

3. Affordability

Annual Plan

The process is well underway for our 2017/18 Annual Plan. Approximately 80 submissions have been received. A workshop to consider these is being held on 10 May following the Council meeting. Council will consider adopting the Annual Plan at its meeting on 21 June. At this stage the draft plan is indicating a rates increase in the area of approximately 1% subject to how Council decide to fund the requirement for an additional \$170k of rates funding as discussed at the Assets Committee meeting on 26 April.

Managing our Internal Debt

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

S17a Reviews

The Otago Chief Executive's Forum considered our progress to date on these reviews at its most recent meeting held in Dunedin on Friday 21 April. An update report will be taken to the next Mayoral Forum which is being held in Dunedin at the offices of the Otago Regional Council on Thursday 11 May.

The three projects which are planned to be worked on first are Solid Waste, Regulatory Services and Harbours and Waterways.

Manage Investments

Monitoring and reporting on the external loans and investments is reported via the Finance, Audit and Risk Committee.

4. Opportunities for new and existing businesses

Building Control and Regulatory Services

Current information shows that 87.9% of consents have been processed within 20 working days with an average processing time of 12 days. Consent volumes are up and as we are carrying vacancies and also have the distraction of having to prepare for our International Accreditation NZ (IANZ) audit more work has had to be contracted out.

LIMS and Code of Compliances (CCCs) are also considerably up on previous years reflecting a more active real estate market and our focus on completing CCCs as part of the catch-up project.

Property Unit

Property has been very busy with three key projects.

The RSA which has now turned into a legislative change process. We have already met with our local Minister Jacqui Dean on this matter and will be issuing instructions to our legal team to prepare the legal steps to uplift the Oamaru Town Hall and Gasworks Sites and Recreation Reserves Act 1875. We can then effectively deal with this property and a number of others as they arise.

Oamaru Courthouse - see separate report.

Harbour Area - Harbour Area Committee has had its first formal meeting and recommended that Council release an Expressions of Interest (EOI). The recommendation is included for discussion and a decision later in the agenda. The Harbour Strategy update was also discussed and a review is underway.

Alps 2 Ocean

The project team met recently. Good progress has been made on the Duntroon to Oamaru section of the trail. We are about to embark on a consenting process to apply for consent to enable our Joint Venture to construct the trail between Sailors Cutting and the Benmore Dam.

Tourism Waitaki advise that:

1. Indications from local towns, accommodation providers and tour groups are that this was a busier year than previous years. Trail counters record higher numbers. Inquiries are also higher.
2. The number of total partners remains consistent, though we have signed a number of new Guardian partners, and have developed commercial partnerships that have helped to provide more secure income for maintenance work.
3. The number of bookings through the booking engine are up 140%; the value of the bookings through the engine is up 364%; and the number of multi night bookings is up 19% and now accounts for 85% of all bookings.

Economic Development - Visitor Accommodation

The process to enable Council to sell land in and around the Harbour is underway. Council has instructed the Property Team to proceed with all possible speed on this project so as to enable the development of accommodation in this area to be expedited.

Business Visits

- | | |
|---------|--|
| 3 April | Visit to Campbell Park to discuss development processes. |
| 5 May | Firman Joinery |
| 5 May | Numat Industries |
| 5 May | Scotts Brewery – discussion re lease. |

5. **Provide the Services and Facilities People Want**

Cultural Facility Development Project

In March funding applications for Otago Community Trust, NZ Lotteries (Environment & Heritage), NZ Lotteries (Significant Projects) and the Ministry of Culture and Heritage Regional Culture and Heritage Fund (RCHF) were submitted. The RCHF was sent in hard copy and consisted of two very full lever arch files containing the application, supporting documents and 76 appendices including letters of support, experts reports, detailed collection significance statements – all prepared by or under the supervision of Gallery and Museum staff.

Landfill Closure/Transfer Station

Our Tamar Street landfill has now been closed. The half price days and the final Free Day were well received and favourably reported on by both staff and Councillors at our Assets Committee meeting. A highlight of the free day was that one "recently sunk" yacht from the harbour was duly deposited at the landfill for no cost!

Meanwhile our bright new Transfer Station at the North End Industrial area opened on Friday 21 May and appears to be operating well.

Information Management

While the Information Management Strategy is a priority for the Chief Information Officer and leadership group, the focus over the last three months has been addressing immediate requirements and developing the best team structure to meet current and future business needs. This has been complicated by the current vacancies that exist in this area. In spite of these challenges, there is good progress in terms of business as usual, improvements, projects and strategy development. A workshop has been conducted with Council and a more comprehensive presentation will be made in the near future.

6. **We understand the Diverse needs of our Community**

Communications with our Community are Enhanced

Facebook followers continue to increase showing total page likes at 1 May 2016 as 719 and the total page likes on 1 May 2017 as 1,209.

The website usage is continuing to track well with the number of users up 12.20% and page views up 40.75% over the last twelve months.

Council received positive feedback from attendees of the Annual Plan Forums. While numbers attending the forums were modest a positive message will go back into the broader community.

Community initiatives are progressed

The four Standing Committees continue to receive Group Manager updates on implementation of the Annual Plan. There is a no surprises approach reporting progress of project and service delivery.

7. **Our Distinct Environment is Valued**

District Plan Review

Workshops are held regularly with the District Plan Review Subcommittee working through topics before releasing initial discussion documents for the public and key stakeholders. The next workshop is proposed for late May 2017.

Notification of the Proposed District Plan is likely to be in 2018 with the latest changes to the Resource Management Act set to influence timeframes.

8. **We Maintain a Safe Community**

Health and Safety

Health and Safety is fully reported to the Finance, Audit and Risk Committee and is included in the Customer Services Group Activity Report to the Committee.

Civil Defence

Emergency Management Otago is embarking on the review and redevelopment of the Otago Civil Defence and Emergency Management (CDEM) Group Plan. The plan is a strategic document which sets the foundation for CDEM activity in the region and is a legislative requirement under the Civil Defence & Emergency Management (CDEM) Act (2002). All CDEM Groups must have an operative plan in place and must review the plan if it has been in place for five years. The current Otago Plan was put in place in 2012.

We are now looking to a future under a new collaborative and coordinated structure, with a new sense of purpose and with the desire to ensure that our new plan addresses not only the requirements of the act, but also provides a solid framework for the future activities of the Otago Group.

With this as the goal - a useful exercise to scope our future expectations was held in the Council Chambers on Monday 1 May. The forum was organised by our Regional Civil Defence - Team Otago - with guest presenters such as John Hamilton - the former National Civil Defence Head and Erica Seville - a writer and facilitator on resilience from Christchurch.

We also had Simon Chambers from Ministry of Civil Defence and Emergency Management (MCDEM) in attendance and several of the staff from the office in Dunedin including Chris Hawker. Our attendees included Mayor Kircher, Councillors and a number of our senior team along with Ewen Graham, our local Emergency Manager. All in all it was an excellent forum and it will be interesting to see how our input translates into the development of the final Group Civil Defence Plan for Otago.

Resilience

A major government initiative from MCDEM this year has been to study the potential effects of the major alpine fault "unzipping" along the length of the South Island. Apparently GNS are currently doing work on the possible scenarios. However a preliminary prediction of effects was presented at the Otago CE's Forum on Friday 21 April. The scenarios are quite graphic and clearly will present major challenges to our communities throughout the South Island. The trick will be to improve our resilience and readiness to enable us to cope with such an event. This is what the "AF8" Project is all about and we are likely to hear more of this in the future. AF8 = Alpine Fault - Magnitude 8.

9. Other

Risk Management Plan

Development of an organisation wide Risk Management Register is on the work programme for 2017. The Executive Team are currently working on compiling the top ten risks for the organisation these will be reported to Council once this list is completed.

The Long Lunch Fund-Raiser

The first of a number of new fund raising initiatives played out on 1 April in Harbour Street and was a successful event. With the sunshine arriving in force just after we got underway. We had a reasonable turnout for this first time event and it has great potential for future events. Thanks to all involved, including our very own Victoria van der Spek on violin and to all who donated time, food and energy to make it all happen!



Governance Support

As mentioned above, a seminar is planned for 29 May where Timaru, Mackenzie, Waimate and Waitaki senior executives and elected representatives will attend a forum here in Oamaru on managing "Conflicts of Interest." The workshop will be an opportunity for attendees to discuss and understand their various roles and where our responsibilities lie.

Community Boards: Each of our Community Board Chairs has an Executive Team 'Buddy'. This support has been in place since the beginning of the year and the relationships are developing well. The Buddies work with the Chairs prior to the meetings to cover off the agenda and to discuss items going to the meeting.

10. Meetings Attended

29 March	Council Meeting
30 March	Whitestone Contracting Limited, CEO Glenn Campbell
31 March	Observatory Retirement Village site visit
1 April	Susie and I enjoyed "The Long Lunch" in Harbour street
4 April	Otago Coastal Tsunami Evacuation Zones, Charles Harkaart/Ewen Graham
4 April	Alps 2 Ocean Charitable Trust
5 April	Otago Regional Councillors meet and greet
6 April	North Otago Irrigation Company Board Meeting
6 April	Otago Regional Councillors Bus Tour
11 April	TR Group, Andrew Carpenter and Neil Bretherton
12 April	SOLGM Chief Executives Forum, Auckland
21 April	Otago Chief Executives Forum, Dunedin
26 April	Committee Meetings and Workshops
27 April	Oamaru Hospital, CEO Robert Gonzales
28 April	Whitestone Contracting Limited, CEO Glenn Campbell
28 April	Immigration NZ, Fi McKay
1 May	Otago Civil Defence
4 May	North Otago Irrigation Company Board meeting
4 May	Whitestone Contracting Limited Shareholder meeting
4 May	Meeting with Building Trade representatives
5 May	Mainland Poultry, Michael Guthrie



Michael Ross
Chief Executive

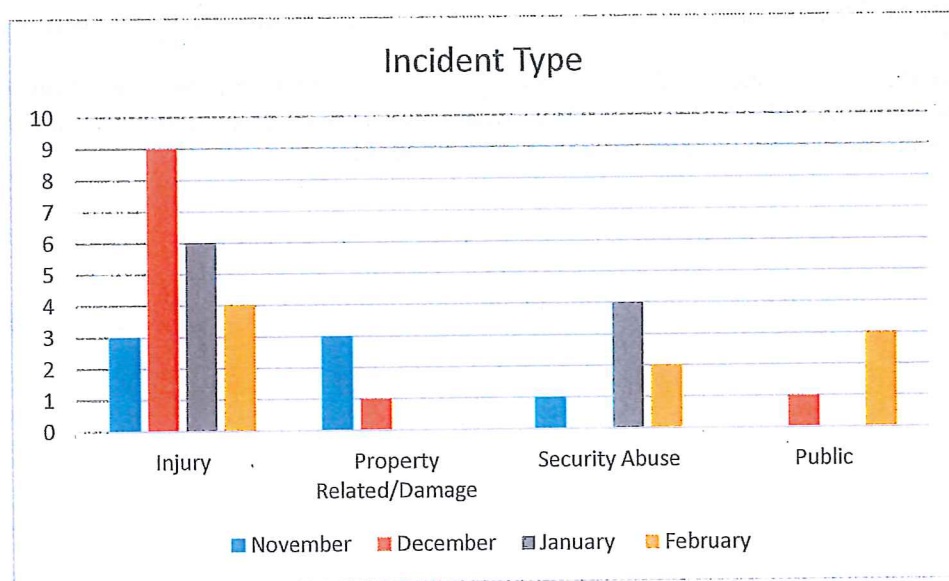
Customer Services Committee Health and Safety Update - 26 April 2017

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
February 2017	0	6	0	0
2016/2017 Year to Date (including current period)	9	61	0	0

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

** Included in incident number



Public Incidents February

- Palmerston A&P Committee Member (Palmerston Hall) – Fell through floor (rotten) after removing temporary board which they believed was a tripping hazard, landing on tailbone. Bruise to inner calf and strain to lower back – Property advised. Floor has been repaired.
- Opera House – Member of the Public – tripped on upper level step – high visibility strips added to top edges of step.
- Member of the Public - Cut big toe on a piece of metal that was sticking out of a storm water outlet cover (Storm water outlets are private property not owned by council) – Cover now removed.

3.2. Lead Indicator Statistics

	Induction (individuals)	Training (individuals)	Safe Work Observations	Audits	Take 5
November 2016	0	42	0	0	7
December 2016	1	10	0	1	10
January 2017	7	0	2	0	22
February 2017	2*	0	0	0	25

*2 new staff member

Hazards

- Unsafe wiring discovered during Library Refit – replaced/updated by Electrician. Potential exists in all older buildings owned by WDC to be reviewed.

- Unsafe planks identified on private property platform/bridge used by staff for water sampling. Scheduled to be repaired following a discussion with the owner.
- Library Refit– Entrance step/ramp inside library – potential tripping hazard – to trial a mat from FE Technologies in the first instance then look at further options if required.

Health and Safety General – update from Health and Safety Advisor

- Review and update hazard register with Recreation – Parks.
- Visit library re internal ramp hazard and discuss options – take photos – hi viz tape attached to highlight until a permanent solution is sought and implemented.
- Attended H&S Forum in Timaru – Presentation on Behavioural Observations from Health and Safety Manager of McCains Foods also a presentation on PCBU duties to Contractors/Workers from Local Consultancy Firm who organised the meeting.
- Attend Regulatory staff meeting to discuss safety of staff around Meth Labs and an update on visits with team – Worksafe Fact Sheet.
- Initial presentation to several staff on Safe Work Observations (SWOs). SWO form and process to be trialled by Recreation, Roding, Water and Aquatic Centre.
- Safehold Training scheduled with the Human Resources team – week commencing 10 April 2017.
- Unreasonable Complaints Conduct Training (Ombudsman) held at the Opera House for staff.
- Meet with Site Safe Health and Safety Advisor – general meet and greet also discussed Site Wise pre-qualification system for approved contractors.