



# Waitaki

DISTRICT COUNCIL  
TE KAUNIHERA Ā ROHE O WAITAKI

Notice of the Meeting of the

## *Waihemo Community Board*

at the

Waihemo Service Centre, Tiverton Street,  
Palmerston

on

Monday 14 August 2017

at

7.00pm

***In the interests of the environment and to help reduce photocopying costs, please bring  
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# Waihemo Community Board

Monday 14 August 2017 at 7.00pm

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**Agenda**

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**Waitaki District Council****Waihemo Community Board****Minutes of a Meeting of the Waihemo Community Board  
held in the Waihemo Service Centre, Tiverton Street, Palmerston  
on Monday 3 July 2017 at 7.00pm**

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<b>Present</b>	Mrs Dennison (Chair), Mrs McGregor, Mr Brown, Mr Roy, Cr Wheeler, Mayor Kircher
<b>Apologies</b>	Mrs Watson
<b>In Attendance</b>	Cr Perkins Mrs Baillie (Customer Services Group Manager) Mrs Hansen (PA, Assets Group Manager) Ms Wala (Secretary)

**Declarations of Interest**

There were no declarations of interest.

**Apologies**

RESOLVED WCB17/038	Paul Roy / Heather McGregor The Waihemo Community Board accepts an apology for absence from Mrs Watson."
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CARRIED

**1. Public Forum**

Andy Denham lives on 1473 Taieri Peak Road Stoneburn Palmerston and is concerned about the large pot holes and general condition of the road. Mr Denham stated that, since switching road contractors, the road has not been graded for quite some time and is not up to scratch. Mr Denham stated that the rates increase proposal is not fair, especially as the roads are not up to standard.

**2. Confirmation of Meeting Minutes**

RESOLVED WCB17/039	Heather McGregor / Ken Brown "The Waihemo Community Board confirms the minutes of Waihemo Community Board meeting dated 22 May 2017."
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CARRIED

**3. Building Consents Issued in Waihemo Ward for the Month of May 2017**

To provide the Board members with a list of building consents issued in Waihemo Ward for the month of May 2017.

RESOLVED WCB17/040	Ken Brown / Paul Roy "The Waihemo Community Board receives the information."
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CARRIED

#### 4. Assets Update

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

RESOLVED

WCB17/041

Jan Wheeler / Paul Roy

"The Waihemo Community Board receives the information."

CARRIED

#### 5. Recreation Update

The purpose of this memorandum is to update the Waihemo Community Board on routine work, maintenance issues and progress on minor projects for the period 9 May 2017 to 21 June 2017.

RESOLVED

WCB17/042

Jan Wheeler / Ken Brown

"The Waihemo Community Board receives the information."

CARRIED

RESOLVED

WCB17/043

Ken Brown / Jan Wheeler

"The Waihemo Community Board requests a report for the next meeting on the clock tower."

CARRIED

RESOLVED

WCB17/044

Jan Wheeler / Ken Brown

"The Waihemo Community Board requests the costings so far on the drainage project in the Mill Domain."

CARRIED

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

##### Kathy Dennison – Chairperson's Report

##### Friday 26 May – Pink Ribbon

Along with other Board members, I attended the Pink Ribbon morning tea which was hosted by Heather McGregor, Sonya Watson and helpers. Another successful year and very well supported. It was great to see Deputy Mayor Tavendale attending, too. Well done, Heather and Sonya.

##### Friday 9 June – Waihemo Ward Recreation

The Community Board met with recreation staff in Hampden and Moeraki to discuss projects. Topics included:

- Hampden Toilets
- Hampden Beach Project
- Moeraki Centenary Park
- Moeraki Lookout
- Moeraki Beach steps.

Thank you to all Board members for attending.

##### Monday 19 June – Community Group Meeting

Along with Carol Watson and Heather McGregor, I attended the Promotion of Palmerston meeting at the Palmerston Community Centre. Their Committee had invited the public along to discuss ideas and ways of working with other community groups in our area.

### **Wednesday 21 June – Farewell Michael Ross**

I was invited to attend the farewell to Michael Ross at the Oamaru Opera House. Michael attended our last Community Board meeting prior to his departure. We wish him all the best for the future.

### **Thursday 22 June – Trustpower Waitaki District Community Awards**

Community Board members attended the Trustpower Awards in Oamaru. I was unable to attend due to work commitments. Well done to those winners, and appreciation to all the other nominations for the great voluntary dedication to our communities.

### **Monday 26 June – Dunback Streetscape and Dunback Domain**

Along with other Board Members, I attended a meeting in the Dunback Hall regarding the Streetscape Project for Dunback. Staff presented the design work and it was well received. We also discussed the Dunback domain toilet project after Council successfully obtained part funding from the Government for the replacement of these toilets. This meeting was well represented by the community, and we would like to thank the staff for the work they have done so far. The Board looks forward to more discussion regarding these projects.

### **Palmerston Town Clock**

I was hoping to have a report in this agenda regarding the clock. Staff are working to obtain the information that is required. There is public interest in this project, and we will endeavour to resolve it as quickly as we can.

### **Joint Community Board Workshop in Oamaru**

The Waihemo Community Board and Ahuriri Community Board have a joint workshop in Oamaru on Monday 10 July to discuss Health and Safety and Council's Long Term Plan consultation. Council will be starting this consultation shortly. It's great to have the support of Lisa Baillie and Thunes Cloete for our Community Boards.

### **Draft Waitaki District General Bylaws**

Council is in public consultation at present regarding the Draft Waitaki District General Bylaw. This is available at our libraries and also on Council's website. Please take note and encourage people to take an interest as it may affect them.

### **Going Forward**

The past six weeks has been busy with phone calls and general discussion. I would like to thank Board members and staff for their support and dedication to our community. We are planning to meet in the next month to have discussions regarding our amenity rate projects for the Ward.

A letter of support for Waihemo Pharmacy was tabled (copy attached).

### **Jan Wheeler**

- Council Meeting with Ecan and CEO
- A&P Showgrounds Palmerston – Paul Mutch to see area for flax and ground cover plantings at the stock yard site
- Visited Mill Domain – very wet
- EO review article – Councillor report
- Council Conflict of Interest seminar
- Jonathan Salter – Wellington Simpson Grierson law firm
- Council Roding workshop
- Council Committee Day – Assets, Community Services, Customer Services
- CEO Interviews
- CEO Interviews
- Waihemo Community Board – met Hampden Beach, Moeraki Lookout, Moeraki Beach Steps
- Network Waitaki – opening of Electric Car Pumping Station and launch of Hampden Community Electric Car – along with Hampden School
- Council Committees Finances
- Finance, Audit and Risk Committee Meeting – Observatory Village funding workshop
- Cultural Facility Development Committee workshop – Sports Stadium Oamaru plan
- Council Meeting
- Opera House – CEO Michael Ross Farewell

- Trustpower Community Awards – Opera House
- Moeraki Rag Councillor report
- EO review Councillor Report
- Hampden Beach – Huge seas - rocks required south end
- Council NZTA meeting
- Moeraki Village – Moeraki Boulders
- Meeting Moeraki Signage and Road Safety
- Dunback Hall – Streetscape and Dunback Domain toilet plants
- Council Council workshops
- Council Toilet Strategy, BMX Course at old Oamaru Dump Site
- Oamaru Tennis club submission for sealing grass courts
- Council Farewell for CEO Michael Ross and his wife Susie
- Met with Sandy Linton, new Hampden Hall Committee Chairperson.

#### Heather McGregor

- 9 June – Hampden visit with Erik van der Spek and Jane Matchett to discuss the Hampden beach area, Hampden toilets and hall, also the Moeraki lookout fence and the Moeraki beach steps access to the beach
- 11 June – Palmerston Bowls AGM
- 19 June – Puketapu Radio AGM, and the Promotion of Palmerton group's public meeting
- 21 June - Council Meeting Oamaru
- 22 June - Trust Power Awards in Oamaru
- 26 June - Dunback Streetscape, domain toilets and shower blocks
- It was great to see four Community groups recognised in the Waihemo Ward at the Trust Power Awards.
- There has been concern from rate payers about Ronaldsay Street, specifically the seal between Start and Sanday Streets. Downers has told me that this will be looked at again in the spring.
- Katiki Rest Areas – the pot holes in the rest area located at the northern end of Katiki Straight will be filled in; and at Shag Point, the trees will be cut back as well as pot holes filled.
- CRMs sent through regarding roading.
- Pink Ribbon was once again successful, with \$3,513.20 raised for the Breast Cancer Foundation. Thank you to all who attended.

#### Ken Brown

- Locals reasonably happy
- Tour of Hampden, reserve improvements – positive decisions, chaired the elections, positive plans about the hall
- Local comments over drainage after the heavy rain – one about District Road, and another about Gilligans Street – where there was flooding across the road – drain is in bad position.

#### Paul Roy

- Back up Andy Denham on the roading issue. Rate payers are getting annoyed and cars are getting wrecked on the roads which is not fair.

#### Carol Watson

Mrs Dennison presented the following report in Carol Watson's absence:

- It is with regret I am unable to attend another meeting. This time I am in the North Island for family reasons.
- Since the Community Board I have been to the Pink Ribbon Morning Tea. Many thanks to Heather and Sonya for a great morning.
- The Community Board travelled to Hampden where they met with Eric van der Spek and Jane Matchett to discuss projects which need some decisions made to proceed. We also went to Moeraki and looked at more projects there.

#### RESOLVED

WCB17/45

Ken Brown / Paul Roy

"The Waihemo Community Board receives the information."

CARRIED

Mayor Kircher

- Opportunities exist for business people in the district
- General bylaw
- Election year for Central Government
- Trust Power awards showed that there was a great spread across the district – a real testament to the nominations. We hope to see East Otago Medical Centre nominated next time.
- New Chief Executive came for a visit in the weekend and is keen to get started.
- Mark Mitchell resigned from the building team, and is headed to Kaikoura. We are in the process of advertising his job.

Cr Perkins

In response to Andy Denham's comments, Cr Perkins stated that the roading contractor's performance was not the issue. Sourcing of road metal is the problem, it could be beneficial if landowners were able to open their road metal supplies to Council. Community boards are well placed to facilitate this process, and it would be great if they could help shape the policy.

Oceana is confident about being in Waitaki for at least another 10 years. Given that, it might be a good time for the local community to pitch to them for funding for economic developments to help the district when the mine does eventually close.

## 7. Items for Information

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

- Mayor's and CEO's report to 21 June 2017 Council meeting
- Health and Safety Update to 7 June Customer Services Committee Meeting
- Hamnak Water Project update – 21 June Council
- Otago Rural Fire Authority Update – 21 June Council
- Anzac Day Council involvement – 21 June Council
- Palmerston – Waihemo A & P Association letter

RESOLVED

WCB17/46

Kathy Dennison / Heather McGregor

"The Waihemo Community Board receives the information."

CARRIED

RESOLVED

WCB17/47

Kathy Dennison / Ken Brown

"The Waihemo Community Board received the correspondence dated 22 April, and requests financial information and a planting plan regarding this project from the A&P Association.

CARRIED

There being no further business, the Chairperson declared the meeting closed at 8.45pm.

Confirmed this 14<sup>th</sup> day of August 2017 at Waihemo Service Centre, Palmerston.

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Chairperson



**Attachment: Letter of support for Waihemo Pharmacy**

29<sup>th</sup> June 2017

Greg Sheffield

[greg.sheffield@southerndhb.govt.nz](mailto:greg.sheffield@southerndhb.govt.nz)

Kathy Grant

[commissioners@southerndhb.govt.nz](mailto:commissioners@southerndhb.govt.nz)

To Whom It May Concern

The Waihemo Community Board acknowledges the need in our community for the Waihemo Pharmacy.

The importance of a small town like Palmerston having such a service is vital to the ongoing health of the district. The Pharmacy services a wide area which includes Palmerston, Macraes, Dunback, Hampden, Moeraki, Waikouaiti, Karitane and many points between and beyond these townships.

This community includes a wide range of people who depend on the Pharmacy and its services. We are extremely lucky to have excellent Medical Centre's in Palmerston and Waikouaiti. The communities need to be able to fill prescriptions locally. It is very convenient and necessary for the elderly or frail, who require more in the way of service levels, as well as families and young children. Travel is costly and time consuming, without Waihemo Pharmacy people would need to travel to Dunedin or Oamaru.

With the government's philosophy of encouraging the elderly to remain in their own homes, with a level of support to enable them to do this the Waihemo Pharmacy and the services they provide are an integral part of achieving this aim.

Yours sincerely

Kathy Dennison

Chair Waihemo Community Board

[Kathy.d@xtra.co.nz](mailto:Kathy.d@xtra.co.nz)

0274812491



# Waihemo Community Board

## Memorandum

**From** Regulatory Services Unit Manager

**Date** 14 August 2017

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### Building Consents Issued in Waihemo Ward for the month of July 2017

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#### Recommendation

That the Waihemo Community Board receives the information.

#### Summary and Purpose

To provide the Board members with a list of building consents issued in Waihemo Ward for the month of July 2017.

Goodwood Rd Palmerston	Totalspan Garage	30,000
Blaikie Road Dunback	Skyline Garage	27,772
Golden Point Rd Macraes	Portacom building	25,000
Taieri Peak Rd Palmerston	4 Bay Pole Shed	28,000
Mull St Palmerston	Foundations and services for new relocated dwelling	35000
Craig St Palmerston	3 Bay Shed	15,800
Dunback Rd Palmerton	Heater	2,500
Gilligan St Palmerston	Heater	4,000

Lichelle Guyan  
Regulatory Services Manager

  
Thunes Cloete  
Customer Services Group Manager

# Waihemo Community Board Memorandum

**From** Assets Group Manager

**Date** 14 August 2017

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## Assets Update

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### Recommendation

That the information be received.

### Summary and Purpose

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

### Roading Manager Update

The big-wet continues, with roads not having a chance to dry out for around three months. This is beginning to create some surfacing issues and problems for some road users due to the conditions. Generally, we wait for drying before grading, as the latter can create more damage to the surface. Not helping is that there is also quite a bit of mud being brought onto the roads from paddocks. The conditions are challenging, and a period of drying would make a big difference to the network.

The recent "Better Roads ... do we invest more?" consultation demonstrated that more investment in roading was preferred by the majority of those who participated. Council is now evaluating the information and will be contacting submitters so that further investment can be targeted to the areas that need it most. More metal on roads is an area that has been highlighted and the team will be presenting options to Council with more expenditure in this area.

The storm event was not as severe as experienced around Oamaru, but it did create a number of road closures when rivers overflowed bridges. One area of concern was the appetite for some drivers to disregard road closed signs and travel across them. For example, someone drove across Domain Road Bridge in a Heavy Commercial Vehicle without knowing the state of the bridge.

Haven Street continues to move and the recent rains have accelerated the deterioration of the surfacing. Unfortunately, this accelerated movement has migrated to the sealed intersection with David Street and we are going to review what options are available to hold that section. The brow on Haven Street near Stan Lusby's also has significant cracking, which is being monitored (see photograph).



We have had positive feedback from the NZTA Safe Roads team, commending the input and support from Council and community members who participated in the recent discussions and planning to revamp signage along State Highway 1 in the Moeraki Boulders and Moeraki village area.

<b>CRM</b>	<ul style="list-style-type: none"> <li>We had 64 CRM's during July. The majority are around drainage, erosion, slippery surfaces, mud and potholes. These are being addressed, though some may be delayed pending drying.</li> </ul>
<b>Amenity Rate Projects</b>	<ul style="list-style-type: none"> <li>The proposed new additional amenity street light will be reviewed once the LED upgrade compliance design is completed by Network Waitaki</li> </ul>
<b>Road Maintenance</b>	<ul style="list-style-type: none"> <li>Carrying out site selection for road rehabilitation, with Horse Range Road being on the shortlist</li> <li>A sign has been replaced on Bond Street</li> <li>Dig out and culvert repair on Jefferies Road</li> <li>Edge Break repaired on Start Street</li> <li>A slip on Goodwood Road was attended. The underslip has moved again and we are advancing repairs.</li> </ul> <p><b>Ice and Frost</b></p> <ul style="list-style-type: none"> <li>Macraes Road has been gritted 11 times in regards to ice and frost</li> <li>Mount Misery Road has been gritted once in regard to ice and frost</li> </ul> <p><b>Flooding</b></p> <ul style="list-style-type: none"> <li>There was flooding reported on Lincoln, Coronation, Bride and Haven Streets also Bluff Hills, Runbrake East, McCallum, Goodwood, Pugh, Kaika, Lighthouse, Ashlands, Te Karita, Nicolson, McLay, Switchback, Brooklands, Loop, Domain, factory, Ramrock, Fleming and Walsh Roads</li> </ul> <p><b>Grading</b></p> <ul style="list-style-type: none"> <li>Grading was carried out on the following: Moonlight, Golden Bar, Pagan, Fleming, Factory, Boundary, Hughs, Stoneburn, Settlement, Pugh, Nicolson, McKerrow, Lighthouse Shrewsbury Roads plus John, Brough, Carlisle and Shrewsbury Streets.</li> <li>Grading and metaling has been carried out on Haven Street</li> </ul>
<b>Road Resurfacing</b>	<ul style="list-style-type: none"> <li>Sites have been selected for the 2017-18 reseal programme <ul style="list-style-type: none"> <li>Three kms in Palmerston</li> <li>Two kms in outlying areas</li> </ul> </li> </ul>
<b>Street Lighting</b>	<ul style="list-style-type: none"> <li>Ongoing discussions concerning heritage-style street lighting with Cr Wheeler and K Dennison over the three options available during the roll-out of LEDs <ul style="list-style-type: none"> <li>Wait for technology - recommended</li> <li>Modify existing – not recommended</li> <li>Install non-compliant units – not recommended.</li> </ul> </li> </ul>
<b>Bridges and Structures</b>	<ul style="list-style-type: none"> <li>The Galbraith Bridge replacement has been completed. The contractor will be back on site as soon as the temperature is appropriate to seal the deck of the bridge. "Slippery when wet" signs are in place until the deck is sealed.</li> <li>During the recent rain event the Domain, Craig and Switchback Road bridges were submerged. The bridges have been checked by our bridge engineer and temporary repairs have been made to allow access across them. Further repair work to Domain Road Bridge will be done in the near future.</li> </ul>

<b>Footpaths</b>	<ul style="list-style-type: none"> <li>A condition rating survey in Palmerston has found that one footpath from a random sample selected has been rated as poor – Tiverton Street (Thomas to Falcon Street opposite Hewan Timber). The footpath is programmed for maintenance and repair in this financial year.</li> </ul>
<b>Road Safety</b>	<ul style="list-style-type: none"> <li>A variety of campaigns is being developed to address the issues around crashes in rural areas. The main topics will include alcohol, speed, safety belts and intersections, since these are the recurring factors in serious and fatal crashes in our district. We will be working alongside rural groups and asking for their help to develop and spread the messages.</li> <li>Locks are to be put on the third cabinet in the Palmerston Town Centre. Once the glass is in place, a Visiting Drivers sign will be put on display in the west-facing side of the cabinet.</li> </ul>
<b>Road Marking and Signage</b>	<ul style="list-style-type: none"> <li>No activities to report.</li> </ul>

### **Waters and Waste Manager Update**

#### **Water supply**

##### *Rainfall event*

The Waihemo and Hampden-Moeraki water supplies have fully recovered from the heavy rainfall event in July. The Stoneburn water supply was not affected by this event.

##### *Hamnak Project*

Physical construction has begun on the pipeline from Oamaru to Hampden. Whitestone Contracting is currently working in the McKerrow Road area and heading south to Hampden.

##### *Dunback Road tanks*

Whitestone Contracting has commenced construction of the new water mains on the east and west side of the highway. Two of the four tank owners have taken up the offer to connect to the new mains, one has rejected the offer, and one we have not been able to make contact with. The offer has now been extended to Richard Lott who is in a similar situation but on a different landowner's property. The new water mains will also considerably improve the supply of water to the other consumers connected to these lines.

##### *Water Application*

An application for two additional water units to 171 Hughes Road is the subject of a separate report to this meeting. 1.5 units have been approved as they meet the efficiency test. However, the applicant is seeking two new units, and therefore the additional 0.5 unit requires consideration by the Community Board.

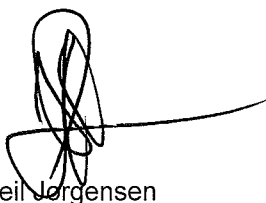
##### *Horse Range Road*

Officers are currently working with a customer looking to develop land at the northern end of Horse Range Road. The development will require some 30 units of water from the Hampden-Moeraki water supply.

#### **Waste water**

##### *Hampden Septic Tank Cleaning*

A lack of resources (due to staff leave and flooding) has meant the options report has not yet been prepared. This will be included in the next Waihemo Community Board meeting agenda in September.



Neil Jorgensen  
**Assets Group Manager**



# Waihemo Community Board Report

From Recreation Manager

Date 14 August 2017

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## Recreation Update

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### Recommendation

The Waihemo Community Board receives the information.

### Purpose

The purpose of this memorandum is to update the Waihemo Community Board on routine work, maintenance issues and progress on minor projects for the period 22 June 2017 to 1 August 2017.

### Comment

- *Macraes Domain Drainage* – Officers are waiting to hear back from 'Macraes Community Incorporated' regarding engaging a joint contractor to carry out this work.
- *Palmerston Cemetery Sign* – Two signs have been installed. The remaining sign is going to be installed below the top carpark. The contractors deemed these locations were best suited to the design and layout of the cemetery. An entrance sign has been suggested so officers have requested a quote (for the middle entrance).
- *Palmerston Walking Improvements* – Officers are currently focusing on getting our toilet projects at Duntroon and Dunback and the Craig Fountain underway and will investigate options for walking improvements once those are on track.
- *Palmerston Streetscape* – Council has taken over ownership of the three noticeboards in the Town Centre from Project Gold. One of them requires glass replacement and rebeading at a cost of \$450. This is planned for completion in the coming month.
- *Palmerston Clock Tower* – Officers understand a report has been requested from the property unit.
- *Mill Domain* – \$44,000 has been spent on work to date. Further work to be carried out includes:
  - Levelling
  - Sowing
  - Mini-moling to carry water to the installed drains
  - Aeration to improve microbial activity
  - Liming and fertilising to improve soil quality
  - Tree works to reduce shading
  - An ongoing soil and turf management programme based on annual assessments carried out by sportsturf specialists.

Recent storm events continue to make access on the waterlogged soil impossible.

- *Moeraki Memorial Rock* – Officers understand the local community wants to place a rock in Centenary park for individual plaques to be attached to memorialise those buried at sea. Officers have asked that the community write to the board with details of what is proposed.
- *Moeraki Millenium Track* – Recent storm events have caused a major slip on the track below the lookout point and this area will be closed while officers assess options and discuss this with the community board. There is also slumping of the track below the Coronation Hall.



*Moeraki Lookout Point Slip*

- *Moeraki Beach Reserve* – The access road down to the beach reserve has slipped again. Due to instability in this location, Council does not maintain this as vehicle access. Council will continue to maintain pedestrian access. The holder of the grazing licence for the Moeraki lookout point has put stock in this area to help tidy up the reserve.
- *Moeraki Centenary Park* – The steps to the beach were washed out in the recent storm event. Officers will bring options for replacement to the Community Board. It is estimated that these steps may cost \$5,000 to replace with like for immediate access to the beach. An alternative route – with the track diverted and steps installed in a new location – is likely to cost \$20,000. Officers prefer a “like for like” replacement as slippage and erosion in Moeraki is likely to be a continuing problem.
- *Moeraki Lookout Kiosk Replacement* – Dugal Armour has been asked to do this work, and it is expected to be completed soon. The entrance over the first cattlestop has been tidied up to make it more attractive and help manage stock issues.
- *Dunback, Hampden Streetscapes* – The Dunback Streetscape is addressed in a separate report to this meeting, for the Board’s approval. When NZTA responds regarding traffic behaviours through Hampden, a community board drop-in session will be organised to discuss the revised landscape plan and Hampden Beach improvements.



- *Dunback Domain Toilets* – Officers attended a meeting with the Dunback community on Monday 26 June to discuss plans for this area. Since then we have received a number of comments from the community, which are summarised in Attachment 2. The toilet location preferred by officers and the majority of the community is the existing site as this is central. Soil tests have established the only location suitable for the wastewater disposal fields is between the existing toilet block and the hedge. This area is often used by campers but no other areas meet the wastewater design requirements. As the volume of water significantly increases the space required for the disposal area, we are considering whether shower facilities are desirable. Further soil testing is planned to the northwest of the Bowling Club, to see if this site has potential.
- *Hampden Hall New Toilets* – The mulching has started and the planting of flax and small hebes will be completed in the near future by Downers.
- *Hampden Beach Project* – A variety of submissions were received. These will be discussed with the Hampden community along with streetscape plans. In the interim, the potholes will be filled and a *Macrocarpa*, that poses a risk, removed.
- *Little Kuri Creek, Hampden* – Tree debris has been removed from the creek. Council will supply flaxes for the community to plant.
- *Forestry* – Harvesting of Sailors Cutting forest block at Macraes and Shrewsbury Street in Hampden has been completed. We plan to replant in September.
- *Coastal Cycleway* – This has been included for discussion with NZTA as part of its long-term planning. Funding for this project and a feasibility study will be considered as part of Council's Long Term Plan.
- *Reserve Improvement Fund* – Officers are proposing to carry forward \$20,000 for operational projects and \$35,000 for capital projects (\$30,000 for Palmerston walkway improvements and a \$5,000 contribution to the Moeraki Beach stairs).



Erik van der Spek  
Recreation Manager



Thunes Cloete  
Community Services Group Manager

**Attachment One: Dunback Toilet Comments**

**Attachment One: Dunback Toilet Comments**

<b>Name</b>	<b>Summary of submitter comments</b>
Tony Frater	Keep toilet in same location. Highest location, least floodable. Games still played on the sports ground. Safety - away from road. Not near river.
Ken & Nick Fergusson	Keep toilet in same location.
Gordon Illingworth	Keep toilet in same location. Highest location, least floodable. Central, convenient.
Jenny Barnett	Place toilet inside entrance gate. Left hand side to keep playing fields intact.
Gavin Mead	Disposal Field would take up too much space in the top ground, restricting camping facilities. Is there some other method of disposal available.
Neil Kennedy NZMCA	Place toilet 1/2 way along entrance road on LHS. Could place gravel parking alongside & keep general public from driving through the domain. NZMCA would like to convert existing loos into a gazebo. A fine spray irrigation line could be installed on ground within the macrocarpa hedges due to high water table. NZMCA uses upper field for camping, therefore disposal field C not suitable. Most used section of the domain.
Nicky & David Vickery	Keep toilet in same location. Central position, convenience. People use the whole domain for camping and would be a long walk if placed either end. (Avoid moonlight dumpers!!). Camper vans also use the loos. Not on cricket ground - still sometimes used. Entrance road floods on occasion. No showers - unlikely to be much use for them, vandalism, theft, extra grey water disposal. Not concerned about loss of parking.
Sandra Chapman	Keep toilet in same location. All tied in with Bowling club & Boys Brigade.
Howard & Annette Selwood	Keep toilet in same location. Gate & too far away from campers, BBQ'ers, swimming hole, and tennis courts. Tents & caravans should not be separated. Family & friends like to stay together. Camper vans also use the loos. Sports field floods on occasion. Place south of toilet (sports field side) - may require earthworks.

# Waihemo Community Board Report

**From** Recreation Manager

**Date** 14 August 2017

## Dunback Streetscape

### Recommendation

The Waihemo Community Board recommends that Council approves the plan in Attachment Two for streetscape improvements in Dunback.

### Summary

The concept plan for streetscape improvement in Attachment Two has arisen from two public meeting and feedback sessions with the Dunback community.

### Summary of Decision Making Criteria

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

### Background

Council allocated \$30,000 in the 2016/17 Annual Plan to design streetscape improvements for Maheno, Hampden, Dunback, Duntroon and Herbert.

An information session was held in Dunback with the community, followed by a period of receiving submissions. These submissions were used to develop a concept plan which was presented back to a community meeting on 26 June 2017. The concept plan was generally favourably received, with minor comments regarding foliage colours and schist around the monument.

The design in Attachment Two was modified to take these comments into account. If the Waihemo Community Board approves this concept plan, officers intend to place an enlarged version of this on the local community noticeboard.

### Summary of Options Considered

**Option 1** – The Waihemo Community Board recommends that Council approves the plan in Attachment Two for streetscape improvements in Dunback.

**Option 2** – The Waihemo Community Board requests officers to make changes to the streetscape plan.



Erik van der Spek  
Recreation Manager



Thunes Cloete  
Community Services Group Manager

### Attachments:

Additional Decision Making Considerations  
Dunback Streetscape Plan

**Attachment One: Additional Decision Making Considerations**

The following matters have been considered in making the decisions.

**Outcomes**

This decision contributes to Council Outcome 'We provide and enable services and facilities so people want to stay and move here'.

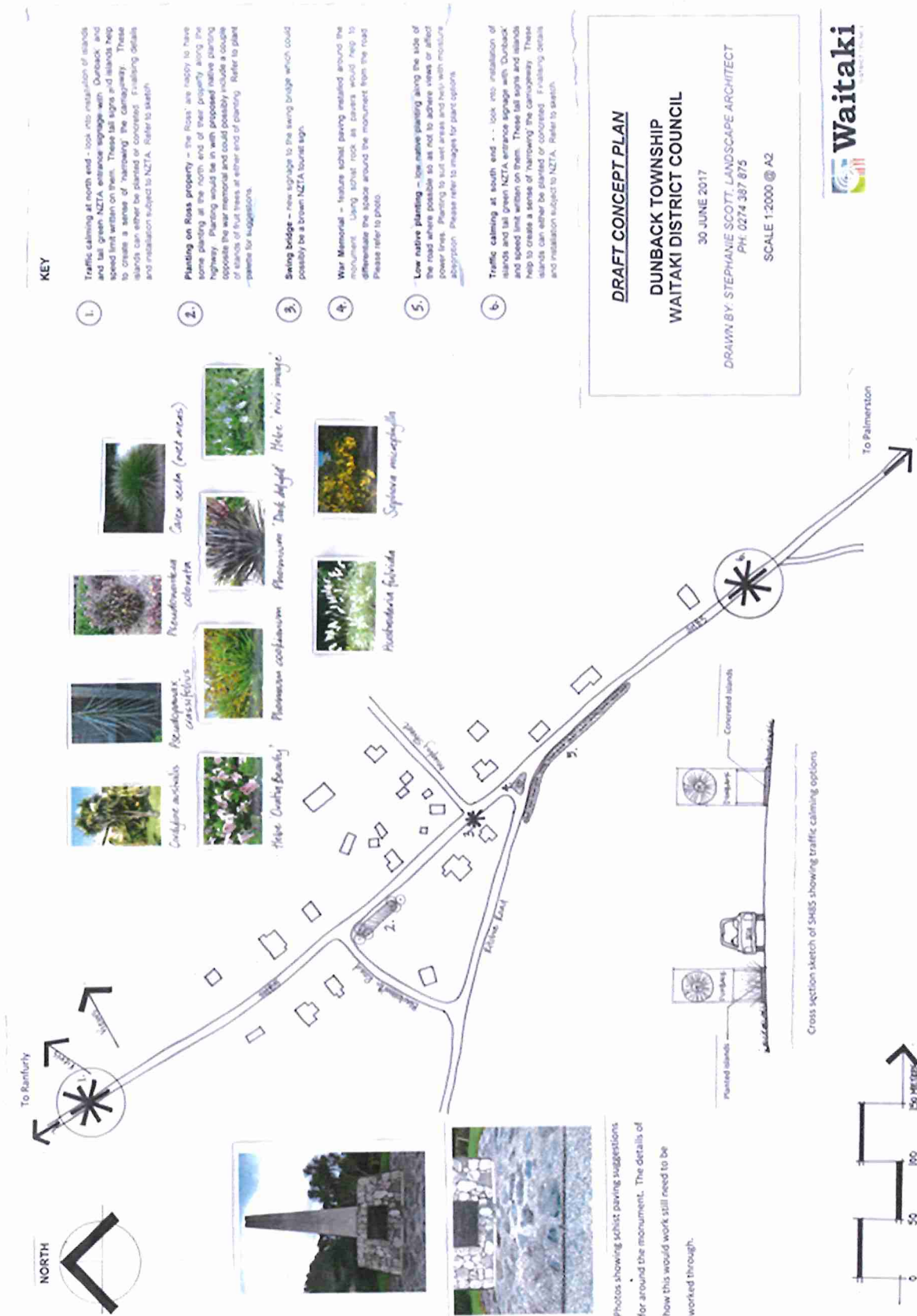
**Community Views**

The plan has resulted from two meetings with the community, and incorporates submissions.

**Financial Considerations**

Council has allocated a budget for carrying out streetscape works and the work will be planned to be completed within that budget.

**Attachment Two: Dunback Streetscape concept plan**



# Waihemo Community Board Report

**From** Water Services and Waste Manager

**Date** 14 August 2017

## Water Supply Application – Waihemo Water Supply, Dunback Zone

### Recommendation

That the Waihemo Community Board approves the application for a total two units of water subject to the conditions of supply.

### Objective of the Decision

To consider an application for two units of water, where 0.5 units of Dunback zone water in the application does not meet the water efficiency test adopted by the Community Board. The other 1-1/2 units in the application has been automatically approved.

### Summary of Decision Making Criteria

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

### Background

An application has been received from Mr E Marfell for an additional two units of Dunback zone water for his property at 171 Hughes Road. The property is currently supplied two units of Dunback zone water. 1.5 units have been approved as they meet the efficiency test. However, the applicant is seeking two new units and therefore the additional 0.5 unit requires consideration by the Community Board. There is no hydraulic impediment to supplying additional units of water to this property.

The property is also supplied water from the Stoneburn water supply. This factor is not required to be taken into consideration for the efficiency test.

The application is attached for information.

### Summary of Options Considered

**Option 1** – approve the water application – preferred option

**Option 2** – decline the water application

### Assessment of Preferred Option

Sale of additional water has a positive impact in reducing individual rate requirements, and improving the local economy.

Martin Pacey  
**Water Services and Waste Manager**



Neil Jorgensen  
**Assets Group Manager**

### Attachments:

Additional Decision Making Considerations  
Water Supply Application



**Additional Decision Making Considerations**

The following matters have been considered in making the decisions:

**Policy and Plan Considerations**

This application does not meet the water efficiency test adopted by the Community Board. The efficient daily allocation is 5,949L/day when calculated in accordance with the water efficiency test. The property is currently supplied 2 units or 3,636L/day.

**Financial Considerations**

Sale of additional water has a positive impact in reducing individual rate requirements, by spreading the cost over a greater number of units.

**Economic Considerations**

Sale of additional water for the proposed purpose will create local development. If this application is approved, no reticulation upgrades would be required.



**Waitaki**  
DISTRICT COUNCIL  
TE KAUPHIRERA A ROHE O WAITAKI

## Water Supply Application Form

App. ID 2017/594  
Office Use



**A detailed site plan showing property boundaries, water services, & proposed works must be attached to this application**

### Applicant / Agent Details

Name	<u>ED MARFELL</u>	Postal Address	<u>P.O. Box 39-162</u> <u>HAREWOOD</u> <u>CHRISTCHURCH 8545</u>
Phone	<u>03 358 7988</u>		
Mobile	<u>027 4620120</u>		
Email	<u>emarfell@hazlett.nz</u>	Post Code	<u>8545</u>

### Property Information

Property Address	<u>171 HUGHES ROAD</u>		
Valuation No.	<u>26401/105500</u>	Assessment No.	<u>11050814</u>
Legal Description	<u>LOT 44 DP 381089</u>		
Does the property have an existing point of supply?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	How many? <u>4</u>
Name of water supply	<u>2 UNITS ON DUNBACK &amp; 2 UNITS ON STONEBURN</u>		
Existing restricted allocation to the property	No. of Units <input type="text"/>	m <sup>3</sup> / day <input type="text"/>	
Reason for Application / Additional Information	<u>MEET REQUIREMENTS FOR LIVESTOCK NUMBERS.</u>		

### Property Owner Details (if different from above)

Name	<u>HAZETT RURAL FINANCE &amp; DOCUMENTS</u>	Postal Address	<u>P.O. Box 39-162</u> <u>HAREWOOD</u> <u>CHRISTCHURCH</u>
Phone	<u>03 358 7988</u>		
Mobile	<u>0274 340 555</u>		
Email	<u>pengel@hazlett.nz</u>	Post Code	<u>8545</u>
<small>If billing address different from above please advise</small>			
<input type="text"/>			

### What is the purpose of this application?

New connection	<input type="checkbox"/>	Transfer of existing restricted allocation	<input type="checkbox"/>
Disconnection	<input type="checkbox"/>	Relocation of existing point of supply	<input type="checkbox"/>
New water meter	<input type="checkbox"/>	Increase / <del>Decrease</del> of existing restricted allocation	<input checked="" type="checkbox"/>
Upgrade of existing service line	<input type="checkbox"/>		

### Is this application related to any of the following?

Sewer Connection Application	<input type="checkbox"/>	Reference No.	<input type="text"/>
Subdivision/Land Resource Consent	<input type="checkbox"/>	Reference No.	<input type="text"/>
Building Consent	<input type="checkbox"/>	Reference No.	<input type="text"/>

Water Supply Application Form Version 4 – July 2013

P.T.O. Page 1

ASSETS UNIT

**Please complete the relevant section below**

**If you are applying for a new restricted connection**  
 No. of Units / m<sup>3</sup> to Point # / Tank # (as shown on the attached plan)

**If you are transferring existing water allocation**  
 Total No. of Units / m<sup>3</sup> to be transferred   
 No. of Units / m<sup>3</sup> ~~from~~ Point # / Tank # (as shown on the attached plan)   
 No. of Units / m<sup>3</sup> ~~to~~ Point # / Tank # (as shown on the attached plan)

**If you are applying to increase / decrease your existing water allocation**  
 No. of Units / m<sup>3</sup> to be **increased** at Point # / Tank # (as shown on the attached plan)  **2 EACH DUNBACK STONEBURN**  
 No. of Units / m<sup>3</sup> to be **decreased** at Point # / Tank # (as shown on the attached plan)

**If you are applying for a disconnection**  
**Note:** Disconnection means the property will no longer attract water rates however disconnection fees apply & Development Contributions may apply upon reconnection.  
 Are you disconnecting a metered connection? Yes ☐ No ☐  
 Meter Serial No. 1.  2.  3.

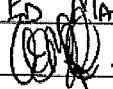
**Please complete if the connection is intended for a non-residential activity**  
 Is there a backflow prevention device at the boundary? Yes ☐ No ☐ Don't know ☒  
 If 'Yes', what type of device has been installed? High ☐ Medium ☐ Low ☐  
 What type of activity is proposed for the property?  
Calf Rearing

**Conditions and Notes**

1. Submitting an application for water supply service does not imply automatic approval of an application.
2. Any approval granted is subject to the terms and conditions of the Waitaki District Council Water Bylaws. It is the applicant's responsibility to read & understand the Bylaws which are available via our website at [www.waitaki.govt.nz](http://www.waitaki.govt.nz) or through Customer Services.
3. On-site storage equal to no less than 3 days' supply shall be installed to properties with restricted connections to Council water supplies. Storage requirements may vary between water supplies (please refer to specific requirements in the Rural Water Bylaw 2001).
4. Installation of water connections to points of supply shall be carried out by Council's designated contractor / water supply caretaker or designated representative.
5. The supply shall be for the exclusive use of the identified property and no supply pipe shall cross into or supply any other property.
6. Council does not guarantee a continuous supply of water and reserves the right to restrict or impose restrictions on the use of the supply.
7. All fees and charges shall be paid prior to any works being carried out following assessment of this application.

**Note:**  
**A detailed site plan showing property boundaries, existing water services, and the proposed works must be attached to this application. The application will not be processed without a plan.**  
 The preferred position of the connection, or the location of the connection to be removed / relocated, together with marked distances / measurements to the nearest boundaries must be shown on the plan (nominate street from which connection is to be taken if a corner site).

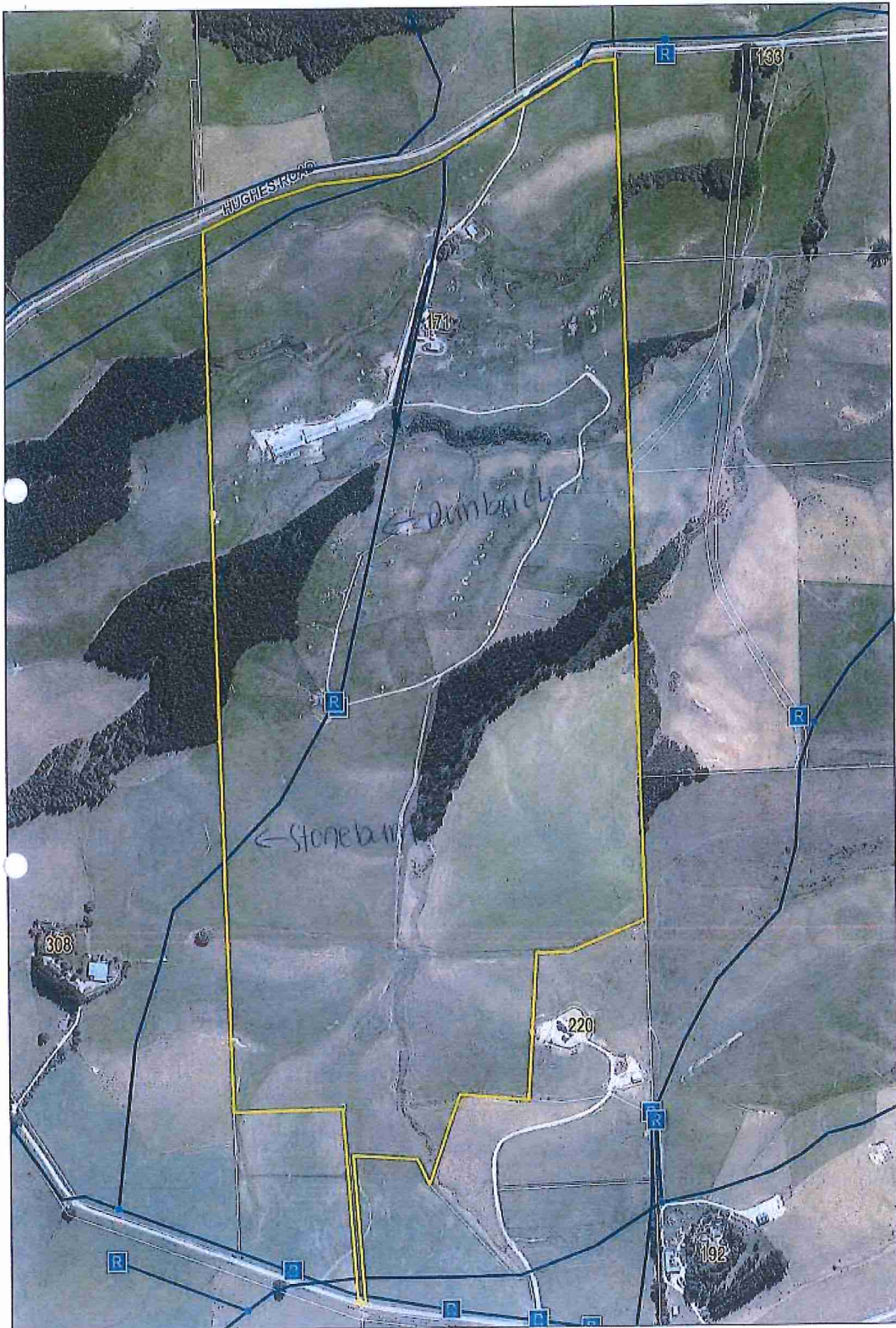
**Applicant Declaration**  
 I, the undersigned, hereby declare that the information given on this application is true and correct. I am authorised to make this application in the name of the legal owner and in doing so, accept the conditions of supply outlined in this application.

Name Ed MARFELL  
 Signature   
 Date: 12/07/17

Please return application to:  
 Waitaki District Council  
 20 Thomas Street  
 Private Bag 50058  
 Phone (03) 433 0300  
 Fax (03) 433 0301  
 Email [service@waitaki.govt.nz](mailto:service@waitaki.govt.nz)

Office Use: Plan Attached: Yes ☐ No ☐ Date Received:   /  /





# Waihemo Community Board Memorandum

**From** Policy and Communications Manager

**Date** 14 August 2017

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## Items for Information

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### Recommendation

That the information be received.

### Summary

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

- Mayor's and Acting Chief Executive's report to 2 August 2017 Council meeting
- Customer Services Group Manager – Health and Safety Update to Customer Services Committee 19 July 2017.

### 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 and Communications Manager



Lisa Baillie  
Customer Services Group Manager

# Waitaki District Council Memorandum

**From** Mayor Gary Kircher

**Date** 2 August 2017

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## Mayor's Report

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### 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?

Aside from the great deluge, the past 6 weeks have been a little quieter, with a number of key projects getting further traction – some getting close to completion, or completed. The period has had its share of controversy too, with the release of the indoor sports centre report and its headline-grabbing costings, the delays and change in direction for the coastal protection work, and some strong criticism on a couple of other relatively minor activities which are still important to many.

### Civil Defence State of Emergency

Well, the forecasters definitely got it right when they predicted a lot of rain for coastal Otago and Canterbury on 21-22 July. Oamaru ended up with 176mm of rain, which fell onto already saturated soils. Creeks turned into rivers in a very quick time, and a number of them breached, spilling water onto neighbouring land.

We were reasonably well prepared for it, though an absence of some key staff due to holidays and illness created some minor issues. I'm pleased how well these were dealt with though, and it was great to see Acting Emergency Manager, Tristan Hope, activate the Emergency Operations Centre and call in experienced Controller, Murray Linwood. With a small team of staff in volunteer roles, the centre was set up and preparations made for the emerging emergency situation.

From there on, things went as smoothly as we could hope for. There are always a few things that can be improved, but I was very pleased with the level of response and we have received excellent feedback on the flow of information to the public; on the great majority of activity that went on around the affected areas; and the cooperation between the various emergency services. What also became evident was that this rainfall event was not like others that we've had in the last 10 years. Much more rain was falling on coastal North Otago than anywhere else and the final statistics bore that out. Oamaru received 174mm in the 24-hour period, with surrounding areas close behind.

By 7pm, Timaru District had declared a state of emergency for their area, and we were advised that Dunedin was likely to follow suit. We were at a stage that our services were stretched and the local situation was worsening. A number of slips were threatening houses and we needed help.

It was in this context that I signed my first declaration for a civil defence emergency. It is one of the more important roles that a Mayor has and it isn't done lightly. But with the widespread flooding throughout coastal areas from Christchurch through to Clutha, it was obvious that we needed the extra assistance and powers that such a declaration provides. The response to that was very positive. Obviously we were taking the situation very seriously, but it showed the public that we were doing all we could to maintain the safety of people and property, and that we would have the ability to call in external resources if required.

A full report on the event will be developed in due course, so I won't go into too much detail here, but suffice to say I was very impressed and pleased with our overall response. There will be some lessons learnt from this which will help inform us for future events, but the way our small team swung into action, and the way our emergency services responded, was absolutely fantastic!

I'll be sending letters of thanks to all those who we are aware of, but it has been a case of a community really looking out for each other! Incredible job everyone!





Thames Highway (Photo – Altitude Surveying)



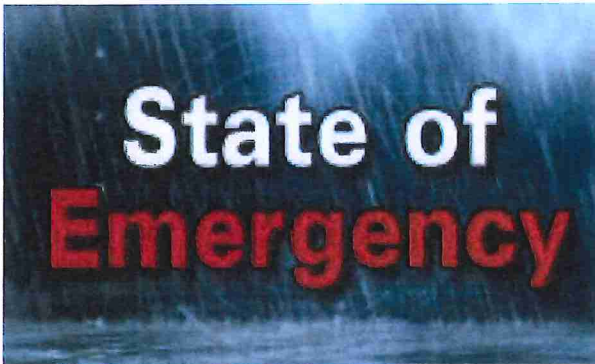
Orana Park



Corriedale



Chelmer Street Bridge (Photo – Altitude Surveying)



Neil Jorgensen leads one of the numerous briefings at the EOC

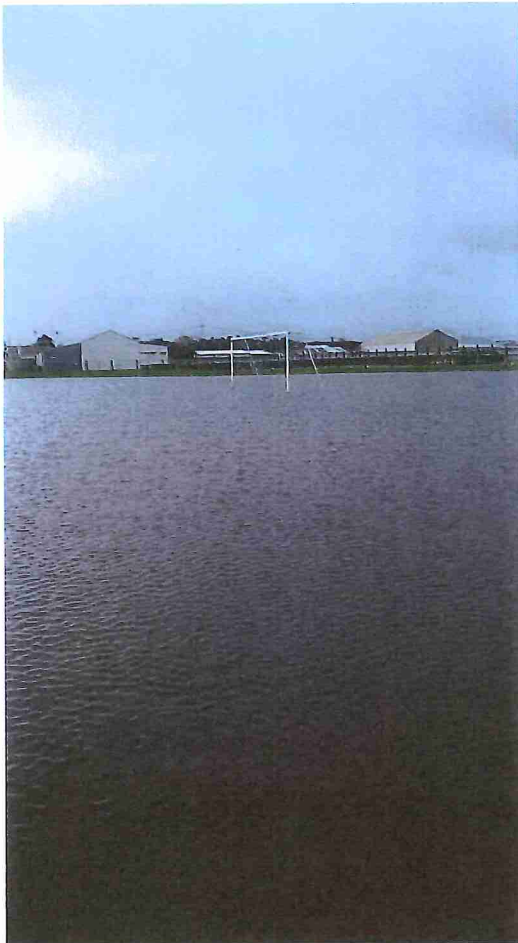


Centennial Park flooding

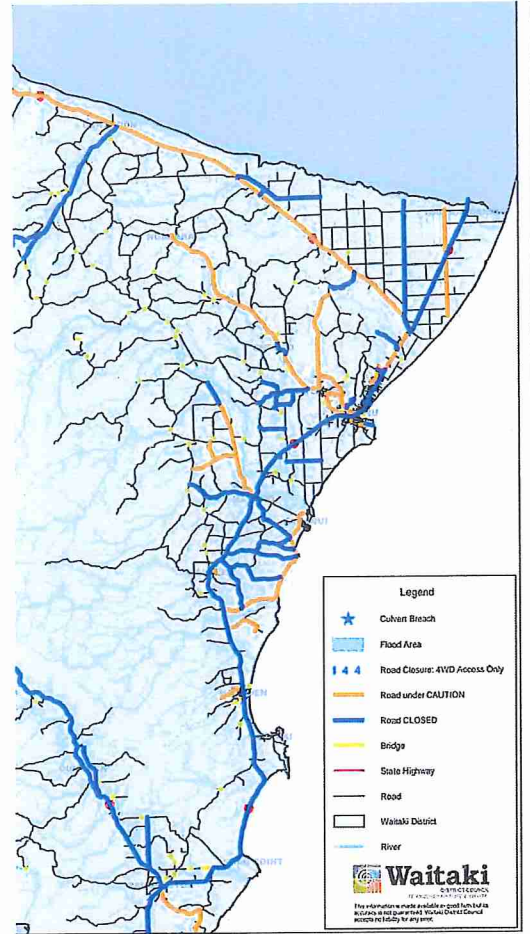


One of a great many slips to affect our roads





The North Otago A&P showgrounds oval



One of the maps from our GIS expert, Suzanne Butler, showing closed and affected roads

### CE Recruitment

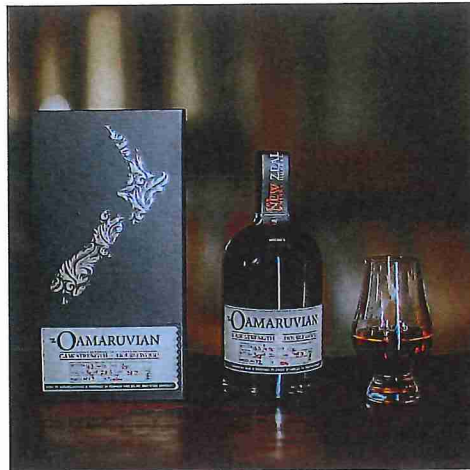
We were pleased to announce in July the appointment of Fergus Power as the new Chief Executive Officer. Fergus has his first official day in the office on 18 September, though he is doing some good background work getting prepared for the role. He brings some excellent skills to the role, particularly around innovation, attention to detail, and a passion for effective IT. We are looking forward to Fergus' arrival and will be working with him to ensure he gets around much of the district as soon as possible.

In the meantime, Neil Jorgensen has stepped into the Acting CE role, and is working hard to keep the organisation running smoothly as well as keeping his own group functioning efficiently. I want to take the opportunity to thank all staff, especially the Executive Team and the Asset Group's managers, for the extra effort being made as we work through this transitional time.

### Business visit – NZ Whisky Company

I had a visit with Grant Finn, local manager for the NZ Whisky Company. The company is at a crossroads with its operation and location. For the long-term future of the company, they need to resolve two matters – they need to get production underway within a defined timeframe in order to have saleable product to carry on with when the current stock runs out; and they want suitable premises which will allow them to produce new product there, store the whisky, and still have a cellar door.

The company has looked at numerous options, and obviously we would prefer to keep them in our district. There is a lot of benefit to them being here but, as reported in the media, they are currently considering both Oamaru and Dunedin options. Our strengths lie in our lower commercial rents, our very good workforce, and the heritage buildings which act as a perfect backdrop to any whisky company! We will keep working with the company to find them a solution which allows them to stay here in "New Zealand's coolest town."



### More money for our roads

The past month has seen some positive consultation on whether ratepayers want us to spend more money on our roads. I've been quoted as saying that I believe it is a no-brainer; that we must spend more; and that we need to lift the standard of our roading system. We have received 65 submissions and will be working our way through them. There's no doubt that most people want to see that improvement and I'm hopeful that not only will we proceed with the increase, but that NZTA also see sense in what we are proposing as we need their 'co-investment'. I was able to have a chat in the past week with Jim Harland, NZTA's Regional Relationships South Island Director. He wasn't aware of the consultation that we were having, but he is keen to see our request for extra funding.

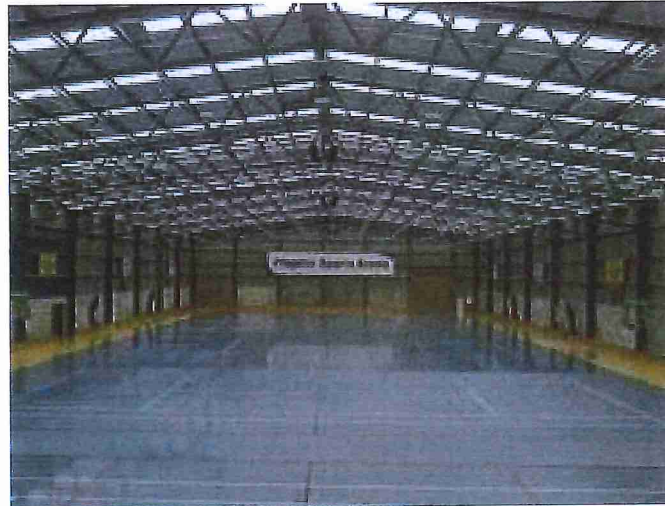
If our application does get approved, this will see a significant addition of around \$1m spent on our roads in the next twelve months, then an extra \$2m in 2018/19 and \$3m more in 2019/20. It will lift the standard of our roads, and ensure that these roads which connect our communities socially and economically, are fit for purpose as Waitaki moves ahead. Combined with our programme to get greater control over the supply of aggregate for our roads, this is a crucial step to getting on top of the roading issues.



### Indoor Sports Centre

We are officially receiving the report at this meeting that we commissioned from Sport Otago. Some of the headline-grabbing elements of the report have already been published on media and people have had the opportunity to give us their current feedback on those elements. I believe we need to have a very comprehensive process for consulting with the public. We need to give more complete information on options – the specifications of the facility, the location of it, the probable costs, and the funding options for it. Like any such facility, there will be people passionately for it and passionately against it. I have an open mind about the size and location of such a facility, but for it to happen, I believe it has to fit the needs of the wider community, and be at a price we can afford. We have to be inventive with the specifications and with how we fund it. By no means is there any certainty that it'll happen, and only a thorough process will see it go ahead.





Balclutha's Cross Recreation Centre

### NOSLAM

We have been liaising with the North Otago Sustainable Land Management group for some time as they work on getting funding and volunteers together to lift the quality of the Kakanui River catchment. This dovetails neatly into the work that we are doing around biodiversity and improving our environment, and I'm pleased to see that we are able to take a much more coordinated approach to this work than we would have had if we were working on our own. A letter dated 25 July announcing Robert McTague's engagement as the NOSLAM Coordinator is attached.

As one of the partners in this project, we are able to help NOSLAM gain \$200,000 of matching funding from the Ministry for the Environment to improve the water quality of the Kakanui River. Other partners included ORC, NOIC and Mackenzie & Co. Our contribution comes from the allocation of some of our existing staff member's time and budget to the project. It is a major tick for our environmental box; it is bringing a significant level of government funding to Waitaki and it will help get the Kakanui back to being a fully swimmable river!

# noslam

North Otago Sustainable Land Management

*Collectively enhancing North Otago's Land, Water and Community Resources*

*Proudly partnering with...*



**Waitaki**  
DISTRICT COUNCIL  
OF THE WAITAKI REGION



**mckenzie+co**  
LANDSCAPE ARCHITECTS & PLANNERS

### Breakwater Access

The issue of public access to Oamaru's breakwater has been an ongoing one. With penguin welfare and public safety in mind, it is back on the agenda and we will need to review our decision to allow 24-hour access to it. We received a letter from a member of the public who was very critical of the effect on the penguins of having dozens of people in an uncontrolled environment, potentially making noise and using flash photography. Various local and national media have been prompted to follow up on the

complaint, and in this case, I do believe it is a decision that we need to revisit. It is not the only feedback that has been received and I'm sure it won't be the last.

Whether access can continue but with stricter controls, or whether it should be stopped during dusk and night time, remains to be seen. I'm adamant that we can and should continue general access during the day, but we can look forward to having a meeting with Tourism Waitaki in the near future to discuss the options and to make a decision on this matter.



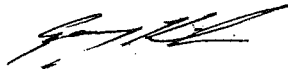
Getting interviewed by the Seven Sharp team about the issue (Photo – Anonymous)

#### Meetings Attended:

12 June	Mayor and CEO catch-up
12 June	CEO Recruitment workshop
12 June	CEO Recruitment – Extraordinary Council meeting
12 June	Citizenship Ceremony
12 June	Annual Plan Submitter meeting
13 June	Meeting with Waitaki Valley Business Group, Kurow
13 June	Meeting with Nathan and Felicity Cowan re Meeks Mill
13 June	Kakanui Bridge Consultation
13 June	Meeting with Barry Rooney re signage
13 June	Forrester Gallery presentation – Dr Feeney re Colin Wheeler
14 June	Finance, Audit and Risk Committee Meeting and Observatory Village funding workshop
14 June	Executive Committee / Executive Team meeting
15 June	Rural and Provincial meeting, Wellington
16 June	Rural and Provincial meeting, Wellington
16 June	Parliamentary visit, Wellington
19 June	Mayor and CEO catchup
19 June	Radio Waitaki Interview – Dan Lewis
19 June	CFDP Funding sub-committee
19 June	Meeting re Arts Festival
19 June	Phoenix Mill Wheel trust meeting
19 June	Meeting with Erik Van Der Spek re public toilets and camping
20 June	Public Information workshop re Lower Waitaki flooding, Waimate
20 June	Business meeting: Scott's Brewery walk-about with Michael Ross
20 June	Meeting with Mark Smith re Oamaru Whitestone Civic Trust
21 June	Port FM – Mayoral Musings
21 June	Council Meeting
21 June	Councillor Briefing
21 June	Formal Farewell for Michael Ross
22 June	Meeting with Lucianne White re Fire and Steam
22 June	Business meeting: NZ Whisky Co
22 June	Meeting with Phil Agnew – ARA institute



23 June	Upper Waitaki Zone Committee, Twizel
23 June	Meeting with Tourism Minister Paula Bennett, Queenstown
25 June	Matariki Maori New Year Dawn Celebration, Oamaru Harbour
26 June	Mayor and CEO catchup
26 June	Harbour Area Committee meeting
27 June	Executive Committee meeting
27 June	Meeting with Robert Gonzales re Hospital
28 June	Council Workshops
29 June	Meeting with Auditors
29 June	Meeting with KJ Jennings – Film Otago Southland
30 June	Farewell Morning Tea for Michael Ross
30 June	Luncheon for Retiring Library Volunteers, Otematata
30 June	Cultural Facility Catch up
1 July	Meeting with new CEO Fergus, Introduction to HQ
1 July	Meeting with Waitaki Girls High School
2 July	Masonic Lodge Charitable Trust presentations
3 July	Executive Committee meeting with Neil Jorgensen
3 July	Radio Waitaki Interview
3 July	Waihemo Community Board meeting
4 July	Meeting with Aoraki Development Trust
5 July	Visit Rendell on Reed
5 July	Discussion on TIF Application
5 July	Youth Council
5 July	Visit to Phoenix Mill wheel site



**Mayor Gary Kircher**

**Attachment 1: 25 July 2017 Letter from North Otago Sustainable Land Management**



## North Otago Sustainable Land Management

*Collectively enhancing North Otago's Land, Water and Community Resources*

25th July 2017,

The North Otago Sustainable Land Management Committee are delighted to announce that following a robust recruitment process, we have engaged our NOSLaM Coordinator, Robert McTague.



Rob is an internationally recognised, award winning business coach of 16 years, and has successfully worked with business owners across a broad range of industries. Rob and his wife moved to Oamaru two years ago to be closer to their grandchildren and views his role as NOSLaM Coordinator being one through which he can utilise the skills he has developed over the years to make a meaningful contribution towards improving the environmental ethos within the region.

He believes every industry has a core culture and guiding principles, and the farming industry is no different. "I believe that improved land and water management practices require a collaborative approach by all parties. To get farmer buy in, the secret will be to seek to understand the land and water management issues being faced by individual farmers and introducing them to the resource most appropriate to them. Part of the challenge in the past has been that there are plenty of great organisations out there who are willing and able to help however the need for a connecting conduit that is farmer-led is paramount in this process. I believe that NOSLaM is well placed to demystify this and place the onus of environmental stewardship firmly in the hands of the farmer – encouraging a heightened sense of responsibility and opportunity."

As a Social Entrepreneur committed to making a difference, Rob initiated and co-founded a Registered Charitable Trust focussing on educating teenagers and young adults in business, entrepreneurship, life-skills and self-esteem. This Foundation was a key sponsor of the very successful "Young Enterprise Scheme", run in NZ Secondary schools. Rob has also been a member of the Business Advisory Committee for WelTec (Wellington Institute of Technology) and is a Trustee with the Waitaki Community Gardens.

We look forward to personally introducing Rob to you – his start date is August 1<sup>st</sup> 2017 and he will be working 20 hours per week.

Rob can be contacted at [noslamoffice@gmail.com](mailto:noslamoffice@gmail.com) or by phone on (021) 194 9597

Kind regards,

*Peter Mitchell, Lyndon Strang, Jane Smith on behalf of the NOSLaM Committee 2017.*

# Waitaki District Council

## Memorandum

**From** Acting Chief Executive

**Date** 2 August 2017

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### Acting Chief Executive's Report

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#### **Recommendation**

That Council receives the information.

#### **Summary**

The following comments are provided to bring Councillors up to date with changes since the last Council meeting on 21 June 2017. Most of the items have more detailed updates discussed within the appropriate Committee agendas.

#### **1. Leadership Changes**

The last month or so has seen some significant leadership changes, with Mr Michael Ross retiring on 30 June 2017 and the appointment of Mr Fergus Power as Council's new Chief Executive from 18 September 2017. In the meantime the Executive Team and I are working on preparing the organisation for the leadership change as well as preparing background information for Mr Power.

#### **2. Appraisal Time**

We are in the midst of the annual performance appraisal round. This is a great opportunity for the team to reflect on their achievements as well as plan improvements for the next 12 months. We are targeting to have completed performance appraisals by the end of July.

#### **3. Annual Plan and LTP**

The new financial year has just started and the focus is on developing the carryover programme and starting the new work in the Annual Plan. Planning for the LTP is well underway.

#### **4. Managing our Internal Debt**

The internal debt balance that will be reported at the end of the year will be significantly less than projected in both the Long Term Plan and Annual Plan. This reflects the combined impact of additional repayments from property sales and less new borrowing for projects, primarily caused by the revised timing of the Hamnak Water Project. The final balance for the year will be available as part of the Annual Report process and presented to the Finance Audit and Risk Committee. We will also be producing a report on the unfunded debt and some options for moving forward over the next few months.

#### **5. S17a Reviews**

All councils in Otago have formed a collaboration to undertake the S17a reviews. Work on the status of overall compliance with the section S17a reviews has been completed and a summary sheet is to be included in the Annual Reports of all Otago councils. The five more detailed reviews have commenced. These cover Solid Waste, Regulatory, Harbours and Waterways, Land Transport and 3 Waters.

#### **6. Management of Investments**

The key focus over the next month will be ensuring that the year-end accountabilities attached to all of Council's investments are delivered in the required timeframe and meet all specified standards. This includes the investments in the CCOs and the other debt-based investments. These will be reported through both the Finance, Audit and Risk Committee and Council.

#### **7. Building Control and Regulatory Services**

The recent IANZ audit was a positive experience with no corrective actions. Six strong recommendations will be detailed in the formal report which is expected soon. The media release has prompted interest from consultants offering services to move to the digital environment.

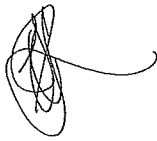
**8. Expressions of Interest for the Harbour Development**

We have received a good response from the request for Expressions of Interest for the Harbour Development. The process closes on 4 August, and we expect to have over 20 registered parties.

**9. Cultural Facility Development Project**

Council has approved the project to move to the developed final plans stage. These plans are required by major funders as part of the applications. Lotteries Significant Projects Fund has granted \$1,064,500 towards the project. This brings the total secured funds, including Council's contribution, to over 50% of the project's cost.

As part of the project's fundraising, a Unique Stories film competition is being held. This is an opportunity for film-makers, both amateur and professional, to make a three-minute film about Waitaki (with an exciting prize package on offer). There are four categories: Schools, 12 – 18 year olds, Open – amateur, and Open – professional. The finalists' entries will be shown, and category winners announced, at an awards evening at the Oamaru Opera House on Friday 8 September (tickets will be available soon).



Neil Jorgensen  
**Acting Chief Executive**

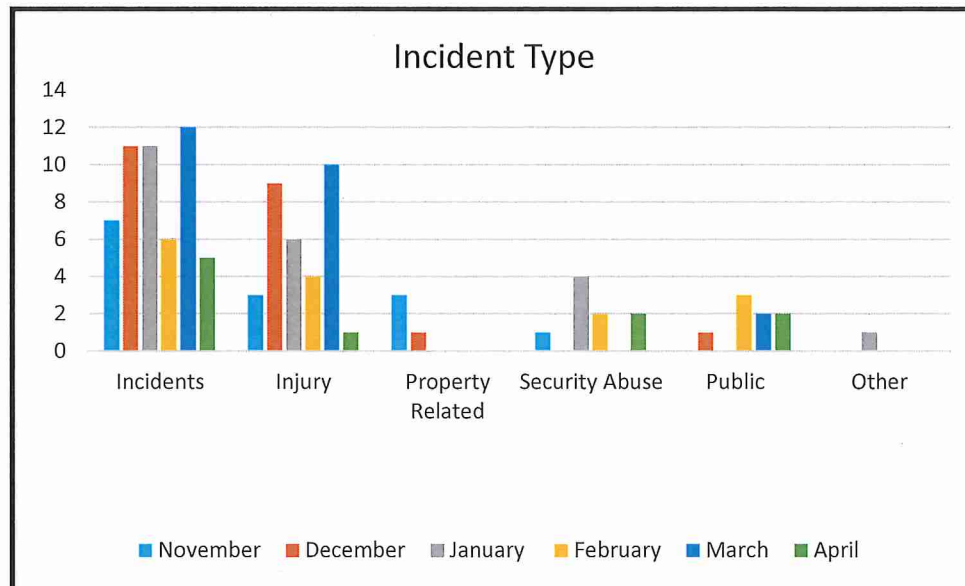
## 2. Health, Safety and Wellbeing

### 2.1. Lag Indicator Statistics

	Incidents	Near Misses (** included in incident number)
November 2016	7	0
<b>December 2016</b>	11	0
<b>January 2017</b>	11	2
<b>February 2017</b>	6	0
<b>March 2017</b>	12	1
<b>April 2017</b>	5	2
2016/2017 Year to Date (including current period)	78	12

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

\*\*Included in incident number



*N.B Several incidents will fit into more than one incident type e.g. In February there were 6 incidents, 4 of those involved injuries of which 3 were to a member of the public and 2 abuse incidents that did not involve injuries.*

Of the six incidents for April, two were a 'near miss' (both to members of the public), one was an 'injury', and two were incidents of abuse to staff. There were no Lost Time Injuries to staff, and no Property Related incidents for the month.

	Notifiable Events*	
	Injury	Incident
November 2016	0	0
<b>December 2016</b>	0	0
<b>January 2017</b>	0	0
<b>February 2017</b>	0	0
<b>March 2017</b>	1***	0
<b>April 2017</b>	0	0
2016/2017 Year to Date (including current period)	1	0

\*\*\* Aquatics Centre – Member of the Public – fractured pelvis/hospitalised



### Public Incidents April

- A child in the Opera House knocked over a plant whilst getting toys; the plant just missed hitting him. Action: Toy storage has been relocated to a safer position.
- The limb of a large tree fell to the ground in Queens Park when a group of caregivers and children were visiting nearby. Action: Inspection of other large trees in the park is underway.

### 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
March 2017	6*	10**	0	5***	17
April 2017	3	28	2	0	11

\*Inductions: 1 student, 1 contractor and 1 staff

\*\*Training:

Unreasonable Complaints Conduct Workshop – Office of Ombudsmen =25

First aid = 3 (1 was electrical first aid)

### Hazards

Nil reported for April.

### Health and Safety General

- Safehold (Health and Safety Database) has now been rolled out across Council for reporting all incidents and hazards. Ongoing training and assistance is being provided to staff when and as required. The new database has been well received, and is working well.
- Canterbury Health and Safety Advisors Group meeting was attended by the Health and Safety Advisor. Topics of interest at the meeting included the use of Health and Safety databases across councils, management of contractors, and the allocations of portfolios for each council. Waitaki District Council has been given the task of reviewing the HSNO legislation and reporting any updates back to the Group.
- The Stress Policy has been reviewed and updated.
- The Employee Participation Policy has been reviewed and updated.
- Departmental hazard/risk registers have been reviewed and updated.