



Notice of a Meeting of the

## *Ahuriri Community Board*

at

Lakes Centre, Otematata

on

Monday 4 September 2017

at 3.15pm

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

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# Ahuriri Community Board

## Agenda

Venue: Lakes Centre, Otematata

Monday 4 September 2017 at 3.15pm

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**Apologies**  
**Declaration of Interests**

### Public Forum

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| 1. | <b>Confirmation of Meeting Minutes</b><br>• 24 July 2017  | 3 – 7   |
| 2. | <b>Assets Update</b><br>• Memorandum and recommendation   | 8 – 9   |
| 3. | <b>Recreation Update</b><br>• Memorandum and recommendation   | 10 – 13 |
| 4. | <b>Building Consents Issued in Ahuriri Ward for the Month of July</b><br>• Report and recommendation  | 14      |
| 5. | <b>Visitor Information Services Levels – Ahuriri Ward</b><br>• Memorandum and recommendation  | 15 – 16 |
| 6. | <b>Verbal Updates: Chairman's Report; Community Board Member Area Reports; Councillor's Report</b><br>• Verbal Updates  | 17      |
| 8. | <b>Items for Information</b><br>• Mayor's and Acting CEOS's Report to Council – 2 August 2017<br>• Health and Safety Update to Customer Services Committee meeting – 12 July 2017 | 18 – 30 |

## Waitaki District Council

### Ahuriri Community Board

#### Minutes of the Meeting of the Ahuriri Community Board held at the Kurow Community Centre, Kurow on Monday 24 July 2017 at 3.15pm

**Present** Mr Sullivan (Chair), Mr Reid, Mr Cowles, Mrs Munro, Mr Chapman

**Apologies** Mayor Kircher and Cr Dawson (attending the Local Government New Zealand Conference), Cr Holding

**In Attendance** Cr Tavendale  
Mr Hope (Chief Financial Officer)  
Ms Hooper (Secretary)  
Ms Wala (PA to Mayor and Governance Support)

#### **Apologies**

RESOLVED  
ACB17/038

Messrs Reid / Cowles  
"The Ahuriri Community Board accepts apologies from Mayor Kircher and Cr Dawson for absence due to attending the Local Government New Zealand Conference, and from Cr Holding for absence, with Cr Tavendale attending in his place."

CARRIED

#### **Declarations of Interest**

There were no declarations of interest.

#### **Public Forum**

No-one attended the Public Forum.

### **1. Confirmation of Meeting Minutes**

RESOLVED  
ACB17/039

Mr Cowles / Mr Reid  
"The Ahuriri Community Board confirms meeting minutes of 12 June 2017, with agreed amendments as follows:

in the update from Calum Reid, last bulletpoint should read: "Front of House Tourism Waitaki Board ....."; and

in the update from Cr Garvan, second bulletpoint should read: "Waitaki Braids spent ...."

CARRIED

### **2. 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  
ACB17/041

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

CARRIED

### 3. 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 30 May 2017 to 12 July 2017.

RESOLVED  
ACB17/042

Mrs Munro / Mr Reid

"The Ahuriri Community Boards recommends that Council look at options to dispose of the surplus Department of Conservation land in Kowhai Place, Otematata."

On the matter of "Camping", the Ahuriri Community Board asked to be advised of the date for the Council's workshop on camping.

ACTION AGREED (Cr Tavendale)

The Ahuriri Community Board requested that Council officers follow up with the contractors regarding the large pile of coarse bark chips left behind after the trees were tidied up around the lake front.

ACTION AGREED (Mr Hope)

RESOLVED  
ACB17/043

Mr Reid / Mr Cowles

"The Ahuriri Community Board asks Council to leave the Kurow Rail Reserve poplars as they are for the moment, rather than remove them, and for officers to contact Mr Reid to discuss as required."

CARRIED

RESOLVED  
ACB17/044

Mr Chapman / Mr Cowles

"The Ahuriri Community Board receives the information."

CARRIED

### 4. Otematata East Road Traffic Island Improvement Works

To improve the amenity value and increase the public facility and access within the Otematata Township.

Board members discussed and agreed that there was a need for two tables on the concrete pad as a consequence of more people using the area now that Wi-fi facilities were available. They also agreed there was merit in asking that the concrete pad be extended to provide more room between the tables, and yet still enable access to the surrounding lawns for mowing.

RESOLVED  
ACB17/045

Mr Cowles / Mrs Munro

"The Ahuriri Community Board resolves that a budget of \$19,000 from the Otematata Amenity Rate be approved for the Otematata East Road Traffic Island Improvement Works as per revised plan."

CARRIED

AGREED ACTION (Mr Cowles):

To email revised plan to Board secretary for passing on to the Roading Network Manager

## 5. Renewal of Contract – Ahuriri Ward Agency Services

To renew the Ahuriri Ward Services contract with the Waitaki Valley Community Society (WVCS) from 1 July 2017 to 30 June 2018.

RESOLVED  
ACB17/046

Mr Reid / Mrs Munro  
"The Ahuriri Community Board resolves that the Waitaki Valley Community Society's Ahuriri Ward Agency Services contract is renewed."

CARRIED

## 6. Appointment of a Chief Executive Officer and Acting Chief Executive Officer

RESOLVED  
ACB17/047

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

CARRIED

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

### Graham Sullivan

- 19 June – Meeting in Kurow with Thunes Cloete and Jason Gaskill to discuss what plans Tourism Waitaki had for funding Kurow Front House
- 21 June – Council Meeting in Oamaru
- 21 June – Attended a farewell for Michael Ross at the Opera House
- 24 June – Attended Otematata Residents' Association Meeting
- 30 June – Attended luncheon at Otematata for three long-serving volunteer ladies who had looked after the library for many years and who have now retired
- 10 July – Attended workshop with Ahuriri and Waihemo Community Board members on the Long-Term Plan and Health and Safety in Oamaru
- 19 July – Attended Committee Day – Assets, Community Services and Customer Services Committee Meetings
- 19 July – Attended Ahuriri Community Board presentation to Councillors to update them on funding requirements for the Front House at Kurow, to assist with their consultations with Tourism Waitaki. The presentation noted that more funding was needed to enable adequate provision for information services for the fast-growing number of tourism customers passing through the area. A thank you to Mayor Kircher for his input to the session with Councillors and hopefully an outcome will not be too far away.
- 20 July – Attended Waitaki Valley Society Meeting in Kurow
- 22 July – Attended Otematata Residents' Association Meeting

### Vicky Munro

- Friday 30 June – Attended library retirement lunch to say thank you to Rene Ruehorn, Pauline Coulman and Brenda Walsh for all the contributions they have made to make our Otematata Library the success it is today. Thank you also to all Council staff that made this small token of appreciation so special. All communities have these volunteers quietly getting on with the jobs that make our communities great towns.
- 17 July – Attended workshop in Council Chambers covering the long-term plan and health and safety. Time well spent!
- 19 July – Attended a workshop in Council Chambers as part of our Ahuriri Board group to present a case to further fund the Kurow Information Centre front office via Tourism Waitaki.

**Calum Reid**

June

- WVSC meeting.
- Meeting with Jason and Thunes re Tourism Waitaki and Front of house

July

- Meeting with ACB on Tourism in the Waitaki Valley
- LTP and H & S at Council Chambers
- Workshop on Tourism

**Brent Cowles**

- Same attendance as others regarding the meeting about the Kurow Museum.
- Board meeting at Otematata Hotel to discuss tourism issues
- Attended the workshop on Long Term Planning and Health and Safety – good information
- Also presented at the workshop with Council with regards to the Kurow Information Centre – that highlighted our frustrations, but everyone appears to be on a similar page and we hope to see improvements soon.

**Tony Chapman**

- 19 June Tourism Waitaki meeting Kurow
- 10 July LTP and Health and Safety meeting Oamaru
- 18 July Omarama Residents Association
- 19 July Meeting with Councillors re Tourism Waitaki Oamaru

**Craig Dawson**

- 14 June – Finance Audit and Risk Committee, Observatory Village Funding workshop, followed by Executive meeting
- 19 June – Met with Board members, Thunes Cloete and Jason Gaskill to discuss what plans Tourism Waitaki had for an Information Centre in Kurow and Omarama.
- 21 June – Full Council meeting, Councillor briefing and the formal farewell for Michael Ross (CEO).
- 26 June – Waitaki Vehicle Trust. The second vehicle is now installed at Otematata, where drivers have been Police checked and passed fit to provide residents with this valuable service. The goal is to progress to a more up to date fleet as budgets allow. The service is being well utilised and huge thanks to Carron Cussens for all her excellent work in administering the Trust's day to day requirements.
- 27 June – Executive Committee met with Tourism Waitaki Board to discuss funding options for I-Sites in Omarama and Kurow.
- 28 June – Council workshops on BMX, Tennis Court submissions, and the toilet strategy.
- 4 July – Met with the Board informally to discuss I-Sites in Omarama and Kurow and issues regarding our relationship with Tourism Waitaki. This proved to be a very worthwhile opportunity to discuss our strategy to inform the Council directly about the lack of funding for these I-sites. We worked over all the issues and highlighted all the things that have changed in our market since the formation of A2O, such as construction of new business premises and upgrades in Kurow, Otematata and Omarama. We also discussed the latest trends relating to visitor needs and their changing travel patterns.
- This was a good session which was outside of the normal constrictions of a formal Board meeting and I would like to see more of these meetings held between each official Board meeting, so that we can be more proactive in pushing new ideas and to have a unified voice on all the issues surrounding Ahuriri.
- 12 July – Finance, Audit and Risk Committee meeting.
- 19 July – Committee day, Assets, Community Services and Customer Services. The Board and Waitaki Valley Society representatives presented an update to Councillors on the latest Tourism statistics and the need for some funding of the Kurow Information Centre. It was a good robust "kick arse" type session, which I thoroughly enjoyed.
- Although the session had to be cut short, I commend the efforts of Graham, Brent, Calum, Vicky, Tony, Sarah and Kieran for travelling down to Oamaru at their own cost, to present their case. Thanks to Mayor Kircher for ensuring that the session, which included Ruth Grundy (Editor – Omarama Gazette), went ahead, which enabled the continued chronicling of progress towards having adequate funding for the provision of information services to our tourist customers.



RESOLVED  
ACB17/048

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

CARRIED

**Cr Tavendale** briefed Ahuriri Community Board members on Council activities in the period since the last Board meeting. Matters covered in the briefing included:

- EOs for the harbour development
- Political events in Oamaru
- The injection of \$230k for Duntroon toilets in the recent Government funding round
- Rooding Survey response
- Cultural Facilities funding update
- Easter Sunday Trading – to be discussed at next Council meeting
- Youth Council – interested in holding a movie night in Kurow
- General bylaw update – submissions close on 3 August; Cr Tavendale urged Ahuriri Community Board members to have a look at the issues before consultation closed.
- Being Acting Mayor for ten days in July.

Mr Cowles left the meeting at 4.40pm and returned at 4.43pm.

**Mr Hope** briefed Ahuriri Community Board members on management activities in the period since the last Board meeting. Matters covered in his briefing included:

- Financial update – information would be in the next Community Board meeting agenda.
- Observatory Retirement Village update
- Fire and Emergency New Zealand – new national structure. Mr Hope invited Ahuriri Community Board members to advise him if any support was required by rural fire and emergency entities under the new structure.
- Flooding in the Council basement and remedial arrangements
- Building accreditation audit has been completed; now looking at processes around that to enable more activities to be actioned online.

The Chair thanked Cr Tavendale and Mr Hope for their informative updates.

## 8. 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 21 June 2017 Council meeting.
- Health and Safety Update to 7 June 2017 Customer Services Committee meeting.

The Chair noted that the report by former Chief Executive Officer Michael Ross had been well received.

RESOLVED  
ACB17/049

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

CARRIED

There being no further business, the Chairperson declared the meeting closed at 4.50pm.

Confirmed on this 4<sup>th</sup> day of September 2017 at Lakes Centre, Otematata

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Chairman

# Ahuriri Community Board

## Memorandum

**From** Assets Group Manager

**Date** 4 September 2017

### Assets Update

#### Recommendation

That the Ahuriri Community Board receives the information.

#### 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

The upper Ahuriri Ward missed the majority of the recent rain event with the lower area around Otiake bearing the brunt. Council has now started the new maintenance contract on 1 July 2017 though it is unlikely there will be noticeable change.

<b>CRM</b>	<ul style="list-style-type: none"> <li>A customer request has been received to turn off all the street lights at Hardacre Place, Omarama. An assessment has been carried out and discussed with the Board. The recommendation is to retain the existing lighting due to safety reasons.</li> <li>Birchwood Road – maintenance request</li> <li>Lake Ohau – 3 sunken trenches</li> </ul>
<b>Bridges and Structures</b>	<ul style="list-style-type: none"> <li>Repairs have been carried out to the wash out of Otiake bridge, more work is required to the wing walls, this work is programmed for September</li> </ul>
<b>Amenity Rate Projects</b>	<ul style="list-style-type: none"> <li>The Kurow Heritage light assessment has been completed and a recommendation submitted to the board via email. The decision is to leave the existing equipment in place and retrofit the LED until such time that technology and price catches up.</li> <li>The Otematata East Road traffic island upgrade has now been completed by the Roading Company in accordance with the Board's recommendation.</li> <li>The Kurow truck parking work has finally started. Inspection is scheduled prior to the sealing of the area.</li> </ul>
<b>Footpaths</b>	<ul style="list-style-type: none"> <li>A Condition Rating Survey was undertaken in Omarama in July. One footpath on the left of SH85 when entering the town has tree roots growing through in many places, and will require repairs. The remainder of the footpaths are in good condition.</li> </ul>
<b>Street Lighting</b>	<ul style="list-style-type: none"> <li>Local Road LED upgrade is 90% completed. A night audit has been carried out and the results have been submitted to the Board via email. Levels of service have been retained or increased. Some improvement/renewal works have been programmed for this year.</li> </ul>
<b>Road Maintenance</b>	<ul style="list-style-type: none"> <li>Flood Damage Repairs – Springhills, Domett, Otiake, Gards, Grants and Doctors Creek Roads</li> <li>Pest plant control of wilding pines along Quailburn Road</li> <li>Routine patrols of the district.</li> </ul>
<b>Road Resurfacing</b>	<ul style="list-style-type: none"> <li>Sites have been confirmed for road resurfacing for 2017/18 in Ahuriri (7kms). These include 3kms of Lake Ohau Road, 3kms of Quailburn Road, a reseal of Pinot Noir Court, Cirrus Place, Nimbus Drive, Kowhai Place and Sunset Place.</li> </ul>



<b>Township Maintenance</b>	<ul style="list-style-type: none"> <li>• Inspections and the programming for future works has been completed.</li> </ul>
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## 2. **Water**

### *Ohau*

- A fire in the village has highlighted issues with valves and hydrants in the reticulation, and Council's contractor has been making repairs and also flushing the water mains to remove stones from the pipes. These works have also highlighted a number of properties that have on-demand connections, whereas all connections in Ohau should be restricted. This issue will likely be resolved following the treatment upgrade.

### **Waste water**

#### *Otematata*

##### Signs at Treatment Plant

- New signs are being installed around the perimeter of the waste water disposal area, so that people are aware of the activity. The signs are a requirement of the Resource Consent.

##### Smell at Treatment Plant

- Complaints were made about the smell at and around the treatment plant. A review of operations showed that effluent was being put on the drying beds at the wrong point in the treatment process, and this has now been rectified.



Neil Jorgensen  
**Assets Group Manager**

# Ahuriri Community Board

## Memorandum

**From** Recreation Manager

**Date** 4 September 2017

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### Recreation Update

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#### Recommendation

That 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 13 July to 23 August 2017.

#### Comment

##### *Camping:*

- Officers have met with Environment Canterbury (ECan) to discuss Otematata River protection work. ECan is investigating whether officers can reposition gravel deposits on the true right downstream of the river bridge across the river as part of the camp protection works under its current operating plan. This would be the priority for this season, with remaining funds to be used to continue to clear the 'fairway' towards the river mouth. Officers will also look at applying for resource consent to remove gravel downstream of the bridge, as it appears there are no existing consents for this.
- A pre-season inspection of the camps was carried out during August and the contractor has been issued with a work programme to get these ready for the camping season. Camping is scheduled to open on 16 September 2017.
- We plan to meet Environment Canterbury in September to discuss marking of the boating channel.
- Parsons Rock plantings are underway. There is an opportunity for community planting days to be organised if there is interest. Mulch at Parsons Rock is available to the community to use from specific piles. Some local residents in Otematata and local dairy farmers have taken up this opportunity.
- As this is the final year of the three-year moratorium Council placed on discussing leasing of the camps, a workshop will be held on 30 August 2017 to identify Councillors' preferred way forward.
- Sailors Cutting and Falstone Waste Water Upgrades are on hold, pending Council's review of the camping activity over the next ten months.
- We have been notified that trees at Sailors Cutting need to be removed to protect transmission lines. Those shown in red below are on land administered by Council. These are the outside row of a pocket of trees and in an area not used for camping so will have little effect on the camp. The mulch may be able to be used as part of future waste water system improvements. Those shown in yellow are on Crown land and will have a larger visual impact. We have advised the lines company to contact LINZ as Crown land managers. Removal would be at the lines company's cost, but if Council decides to keep them, then Council would need to meet the costs of maintaining these 20 or more willows clear of the lines and also accept any liability.



OUTSIDE ROW FOR REMOVAL





END PINE TREES FOR REMOVAL



LINZ WILLOW TREES FOR REMOVAL



TREE REMOVALS PROPOSED ARE FROM WHERE THE LINE CROSSES OVER SH83.

*Toilets:*

- *Omarama Dump Station* – Planting of tussocks on the soil mounds will be completed when this can be fitted into the work programme. Officers are obtaining prices to carry out some remedial work to improve usability. Blockages have been experienced in recent months.
- *Omarama Toilet* – We have extended Karen Wards' cleaning contract to 30 June 2018, to bring this in line with other contracts and to go out to tender around March.

*Parks:*

- *Otematata Tennis Courts Fence* – The contractor has started work on the fence.
- *Otematata Kowhai Place* – The boundary fence has been removed as it was inaccurate. A higher quality fence is sought, but Council will only make the standard contribution towards it being replaced on the legal boundary.
- *Kurow Rail Reserve* – As requested by the community board, no further action has been taken on poplar removal.
- *Kurow Island* – We have been advised that a couple of small items from the landfill have come to the surface. The 3Waters and Waste Manager has agreed to pay up to \$1,000 in remedial work.
- *Ohau Reserve* – Removal of the larch behind 28 Ohau Drive has been requested and approved in principle by the Ohau Village Ratepayer group.
- *Reserve Improvement Fund* – Officers will compile a list of projects for approval at the next Board meeting.

Erik van der Spek  
**Recreation Manager**

Thunes Cloete  
**Community Services Group Manager**

# Ahuriri Community Board

## Memorandum

**From** Regulatory Services Unit Manager

**Date** 4 September 2017

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### Building Consents Issued in Ahuriri Ward for the month of July

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#### Recommendation

That the Ahuriri Community Board receives the information.

#### Summary and Purpose

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

Cattle Valley Road, Kurow	Consent amendment	295,000
Cirrus Place Omarama	Foundations for new relocatable dwelling	20,000
Sunset Place Otematata	New three bedroom dwelling	245,000
Lindis Crescent Otematata	Remove existing sheds, new garage and sleepout. Alterations to dwelling.	120,000
Birchwood Road Omarama	Extension of garage	136,000
Kurow-Duntroon Road	Pole shed	15,000
Coronet Place Otematata	Accessory building – garage	140,000
Bowen St Kurow	Heater	2.000



Lichelle Guyan  
Regulatory Services Manager

Thunes Cloete  
Customer Services Group Manager



# Ahuriri Community Board Memorandum

**From** Chief Financial Officer

**Date** 4 September 2017

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## Visitor Information Service Levels – Ahuriri Ward

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### Recommendation

That the Ahuriri Community Board receives the information.

### Summary

Tourism Waitaki has sent an outline of how it is proposing to vary how the required level of visitor information services in the Ahuriri Ward are delivered. Once an understanding is reached, it will be included in the contract between Tourism Waitaki and the Waitaki District Council.

### Purpose

The purpose of this memorandum is to inform the Community Board of how the currently agreed level of visitor information services will be provided by Tourism Waitaki (TW) in the Ahuriri Ward. Council wanted to share this information and is seeking comment from the Ahuriri Community Board. The feedback from this discussion could lead to short-term changes where possible and will be included in the negotiations with Tourism Waitaki regarding the next three-year contract between the Waitaki District Council (WDC) and TW.

### Background

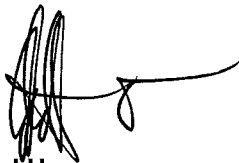
Since the development of the last contract between TW and the WDC, the demand, the expected level of service for visitor information services, and how these services should be delivered has changed in the Ahuriri Ward. This change in demand has been caused by many factors. In addition to the general growth in visitor numbers, there have been other changes including the popularity of the Alps to Ocean cycle trail and the construction of the new bridges over the Waitaki River at Kurow. TW has tried different methods and providers to deliver the level of service required under the existing contract. Although what is required under the contract has been delivered, the outcomes have not always met community expectations.

### Comment

The Ahuriri Community Board, the wider Ahuriri community and Tourism Waitaki have recognised the need for change in the way visitor information services are delivered. However, the scope of TW to respond has been limited by the terms of the existing contracts and the need to operate within the existing funding envelope. The attached note from Tourism Waitaki sets out how it proposes to respond to these changes within the expected funding available. This note outlines the intended service and method of delivery. Based on the discussions TW has had, it believes this will meet the immediate and medium term needs.

If the Board accepts that this is likely to meet the community's needs, then the processes to finalise arrangements and begin the contract review process can proceed.

If the Board believes a higher or significantly different level of service is required, then it will need to communicate this to Council, as additional rate funding will be required. If that option is pursued, then the Board will need to request a separate report on the matter.



**Paul Hope**  
Chief Financial Officer

### Attachment:

Tourism Waitaki Information Letter



22 August 2017

RE: Kurow and Omarama Information Centres

Tourism Waitaki Limited, operator of the District Visitor Information Centres, is currently in negotiations with the Waitaki Valley Community Society to support tourism information services in the area. Though no formal date has been set, discussions are progressing and a projected start date is for early September. As part of the agreement the Association, which operates the local museum and provides other Waitaki District Council services, will distribute visitor information, hold brochures and maps, provide booking services, and serve as an agent for some local tourism attractions. Tourism Waitaki Limited will be providing financial and operational support.

Tourism Waitaki Limited is also investigating more permanent options for Omarama. Though nothing is decided, the organisation is actively investigating the possibility of establishing a stand-alone centre that would also work closely with A2O and District partners. It is hoped this will be in place for the summer.

Tourism Waitaki Limited is pleased to be working with the Society in Kurow, and will release further information regarding both locations once all the arrangements are agreed.

Regards,

Jason Gaskill  
General Manager  
Tourism Waitaki Limited

Tourism Waitaki Limited  
8 Itchen Street  
Oamaru  
9400  
Waitaki7.com

# *Ahuriri Community Board*

## Verbal Updates:

- Chairperson
- Area Representatives
- Mayor
- Councillor

# Ahuriri Community Board Memorandum

**From** Policy and Communications Manager

**Date** 4 September 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, Chief Executive and Customer Services Group Manager.

- Mayor's and Acting Chief Executive's report to 2 August 2017 Council meeting.
- Health and Safety Update to 12 July 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 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)



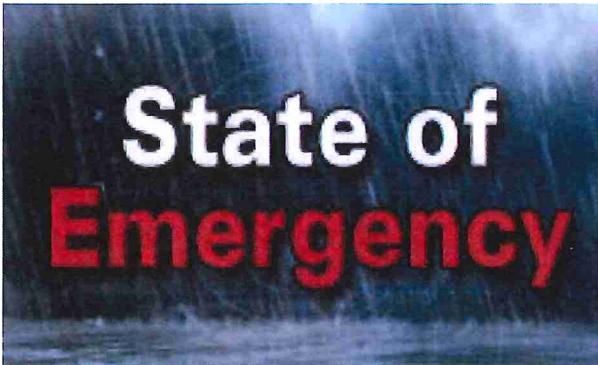
Orana Park



Corriedale



Chelmer Street Bridge (Photo – Altitude Surveying)



Neil Jorgensen leads one of the numerous briefings at the EOC

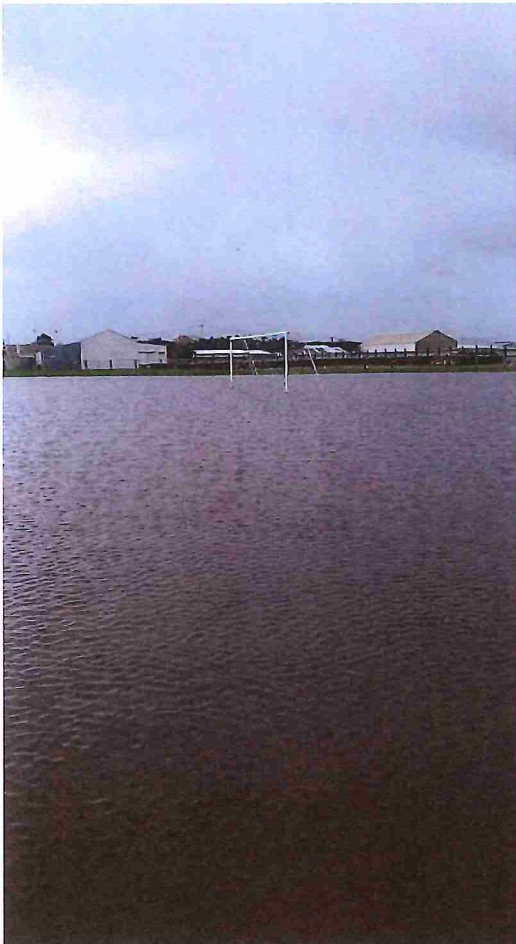


Centennial Park flooding

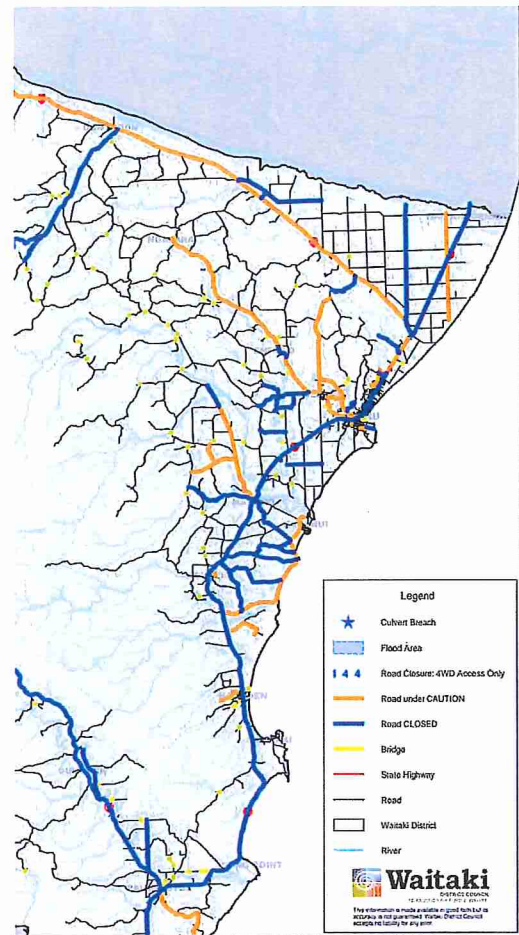


One of a great many slips to affect our roads





The North Otago A&P showgrounds oval



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

### CE Recruitment

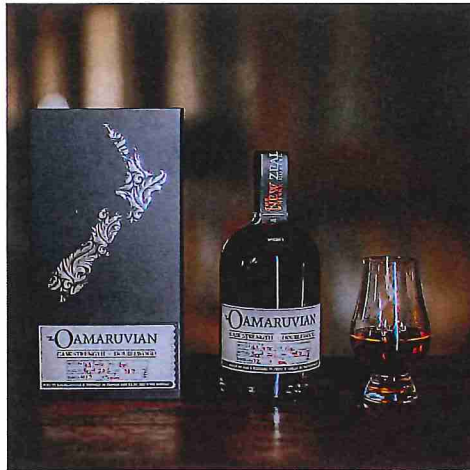
We were pleased to announce in July the appointment of Fergus Power as the new Chief Executive Officer. Fergus has his first official day in the office on 18 September, though he is doing some good background work getting prepared for the role. He brings some excellent skills to the role, particularly 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**  
Waitaki District Council

**North Otago  
 Irrigation Company**  
Delivering Opportunities Together

**mckenzie+co**  
Water & Environment - Community Solutions

### 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.

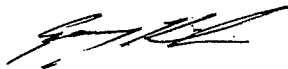


Getting interviewed by the Seven Sharp team about the issue (Photo – Anonymous)

#### 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.

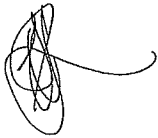
**8. Expressions of Interest for the Harbour Development**

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**

## Health and Safety Update to Customer Services Committee Meeting 19 July 2017

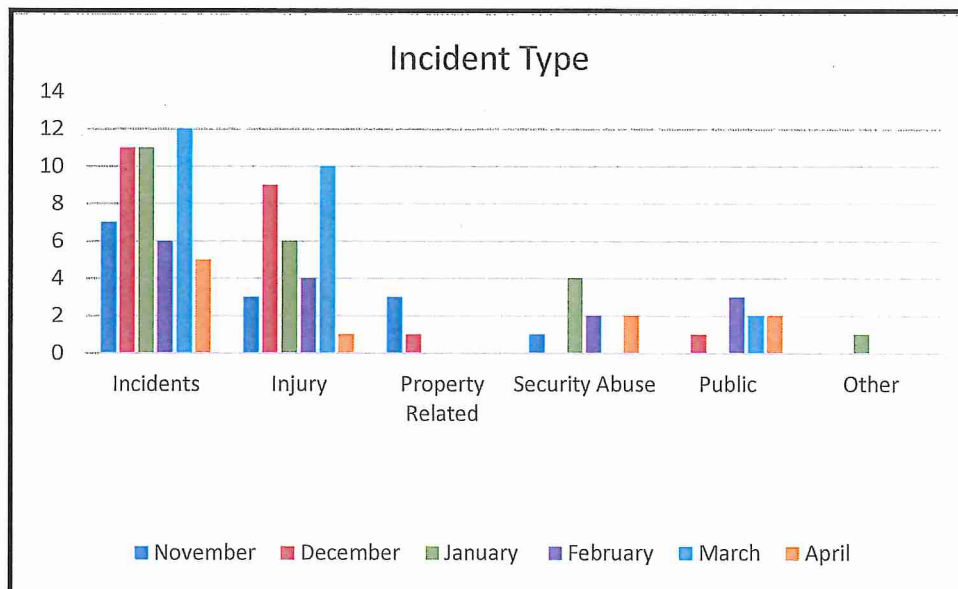
### 3. Health, Safety and Wellbeing

#### 3.1. Lag Indicator Statistics

	Incidents	Near Misses (** included in incident number)
November 2016	7	0
December 2016	11	0
January 2017	11	2
February 2017	6	0
March 2017	12	1
April 2017	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
December 2016	0	0
January 2017	0	0
February 2017	0	0
March 2017	1***	0
April 2017	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.