



# Waitaki

DISTRICT COUNCIL

TE KAUNIHERA Ā ROHE O WAITAKI

Notice of Meeting of

*Council*

in the

**Whitestone Cheese Empire Room, Oamaru Opera House  
94 Thames Street, Oamaru**

from

**9.00am on Wednesday 13 September 2017**

[www.waitaki.govt.nz](http://www.waitaki.govt.nz)

# *Waitaki District Council Meeting*

9.00am, Wednesday 13 September 2017  
Whitestone Cheese Empire Room, Oamaru Opera House  
94 Thames Street, Oamaru

**Apologies**  
**Declarations of Interest**

## **Public Forum**

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- Report and Recommendation

"That the public be excluded from the following parts of the proceedings of this meeting, namely items 15 – 18.

The general subject of each matter to be considered while the public is excluded; the reasons for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter - Section 48(1)
Public Excluded:	To protect the privacy of natural persons.
• Confirmation of Public Excluded Meeting Minutes – Council Meeting 2 August 2017	Section 48(1) (a).
• Confirmation of Public Excluded Meeting Minutes – Extraordinary Council Meeting 9 August 2017	(The disclosure of the information would cause unnecessary personal embarrassment to the persons concerned.)
• Land Purchase – Duntroon	To enable the Council to carry out commercial negotiations without prejudice or disadvantage.
	Section 48(1)(a)
	(Premature disclosure of the information would detrimentally affect the Council's position in the negotiations.)

These resolutions are made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of the Act or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by holding of the whole or the relevant part of the proceedings of the meeting in public are as shown above (in brackets) with respect to each item."

15. **Confirmation of Public Excluded Meeting Minutes** 71 – 72
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16. **Confirmation of Public Excluded Meeting Minutes** 73 – 74
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17. **Land Purchase – Duntroon** 75 – 79
- Report and Recommendation

Resolution

"That the meeting go out of public excluded."

18. **Release of Public Excluded Information** 80 – 81
- Report and Recommendation

**Waitaki District Council****Council**

**Minutes of a meeting of the Waitaki District Council held in the  
Whitestone Cheese Empire Room, Oamaru Opera House,  
94 Thames Street, Oamaru  
at 9.01am on Wednesday 2 August 2017**

**Present** Mayor Kircher (Chair; until 10.27am), Crs Tavendale, Dawson, Garvan, Hopkins, Holding, Kingan, Perkins (from 9.04am), and Wheeler

**Apologies** Cr Percival

**In Attendance** Mr Jorgensen (Acting Chief Executive)  
Dr Cloete (Community Services Group Manager)  
Mrs Baillie (Customer Services Group Manager)  
Mr Hope (Chief Financial Officer)  
Mr Voss (Roading Manager)  
Mr Roesler (Policy and Communications Manager)  
Ms Hooper (Policy Officer – Governance)

**Declarations of Interest**

Cr Dawson declared an interest in Agenda Item 12 (Easter Sunday Shop Trading in the Waitaki District).

**Apologies**

RESOLVED  
WDC17/117

Cr Hopkins / Cr Wollstein  
"That Council accepts apologies from Cr Perkins for lateness and Cr Percival for absence."

CARRIED

Cr Perkins joined the meeting at 9.04am.

**Public Forum**

Ms Paige Wills expressed concern about the lack of metal on, and grading of, rural roads. It was costing businesses money; farmers could not get stock along roads. Farmers have resorted to grading roads themselves. She wanted to know where roading money was being spent, if not where it was needed. There was also a safety issue involved; she had pulled multiple cars from paddocks on her own property. The school bus had had a near miss at the Blackpoint and Smillie's Roads T-intersection at the top of the hill. To get up the hill, trucks have to travel at speed, but the school bus also has to turn around at the intersection. The roads there need to be better maintained or ideally sealed to prevent an accident. Taylor's Road was also dangerous, especially in the wet. Cars can be pulled sideways and into farmers' fences.

In reply, Cr Perkins advised Ms Wills to use the CRM system of reporting such issues to Council. She said she would do so in future, but had not been aware of it before now.

Mayor Kircher noted that costings for sealing the Blackpoint and Smillie's Roads corner had been very high (in the vicinity of \$300k), and that officers had had many discussions with neighbours over time. He added that Council was aware of the need to lift the standard of roads across the network, which is why it had consulted with the community and was spending more over the next three years. Spending had kept up with inflation, but not use. He was hopeful there will be a good result out of the end of the current spend and activity.



Mr Andy Denham is a Palmerston farmer, and he supported Ms Wills' comments. He asked what the outcome had been for the proposal to put rates up 4.5% over three years.

Mr Jorgensen advised that there was a report going to Council today where a decision would be made whether to put more money into the roading programme, based on community concerns about the state of the network, and from there to consultation during the Long Term Plan process. In this way, it would be a two-phase community consultation process.

Mr Denham believed the frequency of road grading had dropped since the change of contractor happened about four years ago. The website road grading programme suggested timeframes, but these were not occurring. Where had the money and effort been spent instead?

Mr Jorgensen agreed that the network was under pressure, and there was a need to work out how to make the dollars go further. That is why consultation with the community was so important.

The Mayor thanked both speakers for their time and comments, and noted that Council too was keen to get better roading out there, especially with a view to increased use and during the more variable weather patterns occurring these days.

Mayor Kircher declared the Public Forum closed at 9.27am, and opened the Council Meeting.

## 1. Confirmation of Minutes

RESOLVED  
WDC17/118

Cr Tavendale / Cr Hopkins

"That Council confirms minutes of the 21 June 2017 Council meeting."

CARRIED

## 2. Mayor's Report

The Mayor's report provides comments to bring Councillors and the public up to date with a number of issues that have arisen since the last Council meeting. Some of these include:

- **Flood Event** – Oamaru had 176mm of rain during 21-22 July, 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, and the Emergency Operations Centre was activated on Friday afternoon (21 July). 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.
- 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.
- Timaru District declared a state of emergency for its area by 7pm, and Dunedin was expected to follow suit. Our services were stretched and the local situation was worsening. A number of slips were threatening houses and we needed help. In this context, 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, but 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!

- **Chief Executive** – The appointment of Fergus Power as the new Chief Executive Officer was announced in July. His first official day in the office is 18 September. In the meantime, Neil Jorgensen has stepped into the Acting Chief Executive role, and is working hard to keep the organisation running smoothly as well as keeping his own group functioning efficiently.
- **Business Visit** – The NZ Whisky Company is at a crossroads with its operation and location. They are currently considering both Oamaru and Dunedin options, and we will keep working with to find them a solution which allows them to stay here in “New Zealand’s coolest town.”
- **More Money for Roads** – The past month has seen some positive consultation on whether ratepayers want us to spend more money on our roads. We have received 65 submissions and will be working our way through them. Most people want to see that improvement and I'm hopeful that not only will we proceed with the increase, but that NZTA will also see sense in what we are proposing as we need their 'co-investment'.

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. 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.
- **NOSLAM** – We continue to liaise with the North Otago Sustainable Land Management group (NOSLAM) as it works on getting funding and volunteers together to lift the quality of the Kakanui River catchment. This dovetails neatly with our work on 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. Robert McTague has recently been engaged as the NOSLAM Coordinator. As a project partner, we have been 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 members' 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!
- **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. Whether access can continue but with stricter controls, or whether it should be stopped during dusk and night time, remains to be seen.

Mayor Kircher spoke to his report at the meeting, with the following notable additions:

- He commended staff and volunteers around affected areas for great work during the flood event. Even unaffected areas (eg in Omarama and Corriedale) had pitched in.
- Otago's model of regional emergency civil defence management is being looked at as a potential model during a review of the centralised national model of civil defence control. That is really encouraging, and certainly a compliment to work across Otago.
- Other major issues were penguins and breakwaters.
- Council had secured \$600k extra from the Community Trust; congratulations to Dr Cloete and his team.

Crs Holding, Hopkins and Tavendale also spoke highly of the community effort in the recent floods, especially with regard to people looking after each other.

RESOLVED  
WDC17/119

Cr Tavendale / Cr Wollstein  
"That Council receives the information."

CARRIED

### 3. Acting Chief Executive's Report

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

- **Leadership Changes** – Mr Michael Ross retired on 30 June 2017, and the new Chief Executive, Mr Fergus Power, commences in the role on 18 September 2017. The Executive Team is focused on preparing the organisation for leadership change and for Mr Power's arrival.
- **Appraisal Time** – The Annual performance appraisal round is underway. It is a great opportunity for all staff to reflect on their achievements and plan for improvements in the next 12 months.
- **Annual Plan and LTP** – The current focus is on developing the carry-over programme and starting the new work in the Annual Plan. Planning for the LTP is already well underway.
- **Managing our Internal Debt** – The internal debt balance to be reported at year's end 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 will be available as part of the Annual Report process. A report on the unfunded debt and some options for moving forward over the next few months will also be compiled.
- **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, covering Solid Waste, Regulatory, Harbours and Waterways, Land Transport, and 3 Waters.
- **Management of Investments** – Current work is focused on ensuring year-end accountabilities attached to all of Council's investments are delivered in the required timeframe and meet all specified standards. This includes investments in the CCOs and other debt-based investments. They will be reported through both the Finance, Audit and Risk Committee and Council.
- **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.
- **Expressions of Interest for the Harbour Development** – There has been a good response to the request for Expressions of Interest for the Harbour Development. The process closes on 4 August, and over 20 parties are expected to register.
- **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, bringing 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.

RESOLVED  
WDC17/120

Cr Hopkins / Cr Dawson  
"That Council receives the information."

CARRIED

#### **4. Recommendations from Finance, Audit and Risk Committee Meeting 12 July 2017**

##### **First Quarter 2017-18 Treasury Strategy Report**

RESOLVED  
WDC17/121

Cr Wollstein / Cr Hopkins

"That Council adopts the proposed Treasury Strategy for the first quarter of the 2017-18 financial year, by:

- continuing the use of term deposit facilities for terms between 7 days and 12 months, and
- continuing to make minimal use of the call account, but always dependent on consideration of short-term operational cash requirements and on achieving target interest rates."

CARRIED

#### **5. Recommendations from Assets Committee Meeting 19 July 2017**

##### **Moeraki Signage: NZTA Recommendations**

RESOLVED  
WDC17/122

Cr Kingan / Cr Hopkins

"That Council:

1. Receives the report from NZTA Safe Roads on signage at Moeraki
2. Supports the request from Safe Roads to simplify advertising signage with the community."

CARRIED

#### **6. Recommendations from Customer Services Committee Meeting 19 July 2017**

##### **Easter Sunday Shop Trading in the Waitaki District**

RESOLVED  
WDC17/123

Cr Tavendale / Cr Hopkins

1. "That Council commences a review on the need for an Easter Sunday Trading Policy in the Waitaki District."

CARRIED



## 7. Roothing Business Case – Response to Survey

To proceed with the Roothing Business Case investment plan to be submitted to the Regional Transportation Committee for inclusion in the Regional Land Transport Plan.

RESOLVED  
WDC17/124

Cr Hopkins / Cr Kingan

"That Council:

1. Submits, as part of the Regional Land Transport Plan Process, the business case for further investment in the roading network, consistent with the proposed levels in the "Better Roads" information
2. Requests officers to discuss individual submissions with submitters and options for improvement with the Assets Committee."

CARRIED

The meeting was adjourned at 10.14am, and reconvened at 10.27am.

Mayor Kircher welcomed Sport Otago representatives to the meeting. He then left to attend an urgent district meeting in Papakaio about the Mycoplasma bovis cattle disease. Deputy Mayor Tavendale assumed the role of Chair.

Council members AGREED to take agenda items out of order.

## 9. Recommendations from Community Services Committee Meeting 19 July 2017

### Receiving Sport and Recreation Needs Assessment and Indoor Recreation Feasibility

Deputy Mayor Tavendale reiterated that this agenda item was about receiving information, not a decision to proceed.

RESOLVED  
WDC17/125

Cr Dawson / Cr Hopkins

"That Council:

1. Receives the 'Waitaki District Sport and Recreation Needs Assessment and Indoor Recreation Feasibility' report
2. Considers consulting on a preferred option as part of the 2018-2028 Long Term Plan
3. Notes Sport Otago's plan to hold an information session to thank sporting codes for their assistance with the report and to answer questions."

CARRIED

### North Otago Tennis Association Development Submissions

RESOLVED  
WDC17/126

Cr Hopkins / Cr Dawson

"That Council:

1. Receives the submission on the proposed North Otago Tennis Association lease and development
2. Confirms its previous resolution (WDC 16/226) to:
  - a. Approve North Otago Tennis Association's request to develop six hard surface courts on the existing grass courts nearest their tennis pavilion, and
  - b. Approve a lease to North Otago Tennis Association for their pavilion and courts, to be consistent with the proposed lease terms in Appendix Four and subject to public notification, and
  - c. Approve a grant of \$4,000 per annum toward future resurfacing of the new courts subject to the courts being completed and available for agreed public use."

CARRIED

## 10. Sport Waitaki Report

To provide Council with the Sport Waitaki report for the period 1 July 2016 to 30 June 2017.

Sport Waitaki representatives gave a presentation to Councillors.

In thanking representatives, Deputy Mayor Tavendale noted how good it was to see young people actively in sport in the district, and congratulated Sport Waitaki for its work.

RESOLVED

WDC17/127

Cr Hopkins / Cr Perkins

"That Council receives the information."

CARRIED

Cr Garvan declared a conflict of interest in Agenda Item 8 Road Naming – Waiareka Park Subdivision. He remained in the room, but took no part in the discussions.

## 8. Road Naming – Waiareka Park Subdivision

The purpose of this report is to seek Council approval for road names for two roads to be vested in Council as part of a recently approved subdivision at 51 Weston Road granted to Waiareka Park Limited.

RESOLVED

WDC17/128

Cr Kingan / Cr Wollstein

"That Council approve the following road names for the two roads to be vested in Council as part of the Waiareka Park subdivision:

- Road one – **Avoca Drive**
- Road two – **Stringer Crescent.**"

CARRIED

## 11. Fee Exemption for Disability Assist Dogs

To approve exemption of registration fees for Disability Assist Dogs.

RESOLVED

WDC17/129

Cr Hopkins / Cr Holding

"That Council agrees to:

1. Exempt registration fees for Disability Assist Dogs
2. Approve refunds for any qualifying registered Disability Assist Dogs for 2017/18 that are identified as a result of this change."

CARRIED

At 11.14am, Cr Dawson left the meeting to manage his declaration of interest for the next agenda item.

## 12. Easter Sunday Shop Trading in the Waitaki District

This report provides the Council with an approach and timeline to decide a policy on Easter Sunday Shop Trading well in advance of Easter 2018.

MOVED

Cr Perkins / Cr Wheeler

"That Council adopt the process included by the report writer to the Customer Services Committee meeting on 19 July, which included a pre-consultation round with the community, as copied below:

### **"Option A:**

*Pre-engage with the community prior to any Council position being put forward, and then consider the need for a draft Policy based on this feedback utilising the following process and timeframe:*

- August – September 2017: Survey Monkey questionnaire on Council's website (opt in option), a telephone poll linked to the Residents' Survey (random sample) – see Attachment 1
- Late September 2017: Council workshop to confirm Easter Sunday Shop Trading position
- [If policy option is pursued] 11 October 2017: Draft Easter Sunday Shop Trading Policy presented to Customer Services Committee, for recommendation to Council
- 25 October 2017: Draft Easter Sunday Shop Trading Policy adopted by Council for public consultation using Special Consultative Procedure (one month)
- 30 October – 30 November 2017: Consultation period open
- 6 December 2017: Public hearings / consideration of submissions
- March 2018: Easter Sunday Shop Trading Policy to be in place in time for Easter 2018 (Good Friday is 30 March 2018)"

LOST

RESOLVED  
WDC17/130

Cr Hopkins / Cr Wollstein

"That Council:

2. Approves the approach for deciding on its policy on Easter Sunday Shop Trading, as outlined in the 'Proposal' section of this report
3. Notes that the suggested next step is for Council to approve the consultation proposal on Easter Sunday Shop Trading at its 13 September 2017 meeting
4. Notes that the consultation proposal would contain two options for community consideration, namely:
  - Option 1 - Status quo, as currently defined in the Shop Trading Hours Act 1990 (attachment 2)
  - Option 2 - Full trading via a new Waitaki District Shop Trading Policy
5. Notes that a Special Consultative Procedure will be completed by 31 October 2017 to decide the Council's future policy. "

CARRIED

Cr Dawson returned to the meeting at 11.44am.

RESOLVED  
WDC17/131

Cr Wollstein / Cr Hopkins

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

- Confirmation of Public Excluded Meeting Minutes – Council Meeting 21 June 2017
- Public Excluded Recommendation from Finance, Audit and Risk Committee Meeting 12 July 2017
- District Licensing Committee Appointments."

CARRIED



“The general subject of each matter to be considered while the public is excluded; the reasons for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter – Section 48(1)
Public Excluded:	
<ul style="list-style-type: none"> <li>Confirmation of Public Excluded Minutes – Council Meeting 21 June 2017</li> <li>Public Excluded Recommendation from Finance, Audit and Risk Committee Meeting 12 July 2017</li> <li>District Licensing Committee Appointments</li> </ul>	<p>To protect the privacy of natural persons. Section 48(1)(a) (The disclosure of the information would cause unnecessary personal embarrassment to the persons concerned).</p> <p>To enable the Council to carry out commercial negotiations without prejudice or disadvantage. Section 48(1)(a) (Premature disclosure of the information would detrimentally affect the Council's position in the negotiations).</p>

These resolutions are made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of the Act or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by holding of the whole or the relevant part of the proceedings of the meeting in public are as shown above (in brackets) with respect to each item.”

**Refer to Public Excluded Minutes**

RESOLVED  
WDC17/138

Cr Dawson / Cr Wollstein

“That Council resumes in open meeting and decisions made in public excluded session are confirmed and made public as and when required and considered.”

CARRIED

There being no further business, the Chair declared the meeting closed at 12.05pm.

Confirmed on this 13<sup>th</sup> day of September 2017 in the Whitestone Cheese Empire Room of the Oamaru Opera House, 94 Thames Street, Oamaru.

\_\_\_\_\_  
Chairman

**Waitaki District Council****Extraordinary Council****Minutes of a meeting of the Waitaki District Council held in the  
Empire Room of the Oamaru Opera House, 94 Thames Street, Oamaru  
at 9.00am on Wednesday 9 August 2017**

**Present** Mayor Kircher (Chair), Crs Tavendale, Dawson, Garvan, Holding, Hopkins, Kingan, Perkins, Wheeler and Wollstein

**Apologies** Cr Percival

**In Attendance** Mr Jorgensen (Acting Chief Executive)  
Dr Cloete (Community Services Group Manager)  
Mrs Baillie (Customer Services Group Manager)  
Mr Hope (Chief Financial Officer)  
Mr Roesler (Policy and Communications Manager)  
Mrs van der Spek (Policy Consultant)  
Ms Hooper (Policy Officer – Governance)

**Apologies**

RESOLVED  
WDC17/136

Crs Hopkins / Wollstein  
"That Council accepts an apology for absence from Cr Percival."

CARRIED

**Declarations of Interest**

Mayor Kircher declared an interest in Agenda Item 3, and said he would not take part in the discussion on that item.

**1. RMA Delegation for Consent Appeals**

To delegate the power to resolve the appeals through a consent order or mediation.

RESOLVED  
WDC17/137

Crs Dawson / Tavendale  
"That Council delegates its full decision-making authority to resolve the Network Waitaki resource consent appeal lodged with the Environment Court, to Council's Senior Planner Mike Searle and Assets Group Manager Neil Jorgensen."

CARRIED

**2. Draft Waitaki District General Bylaw 2017 – Consideration of Consultation Feedback**

To present for consideration the verbal and non-verbal submissions to Council's Draft Waitaki District General Bylaw 2017.

RESOLVED  
WDC17/138

Crs Hopkins / Wollstein  
"That Council receives the information for consideration as part of the Special Consultative Procedure for the Waitaki District General Bylaw review."

CARRIED

**Non-verbal submissions:**

Councillors reviewed and discussed each of the non-verbal submissions, in the process highlighting key issues for further consideration as the Draft General Bylaw process proceeds from here.

**Verbal Submission – Pauline Thwaites:**

- Bees and roosters are okay in large sections, the latter out of town only. Cats are fine.
- Council should be dealing with more important issues, like scooters and skateboards which were a hazard for the visually impaired who could not see them coming.

The Mayor then announced his intention for the meeting to go into public excluded, and asked the public and media to leave the meeting and return at 10.30am.

RESOLVED  
WDC17/139

Crs Hopkins / Tavendale

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

- Recommendations from Executive Committee Meeting, 26 July 2017

CARRIED

“The general subject of each matter to be considered while the public is excluded; the reasons for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter - Section 48(1)
Public Excluded:	
<ul style="list-style-type: none"> <li>• Recommendations from Executive Committee Meeting, 26 July 2017</li> </ul>	<p>To protect the privacy of natural persons. Section 48(1)(a) (The disclosure of the information would cause unnecessary personal embarrassment to the persons concerned.)</p>

These resolutions are made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of the Act or Section 6 or Section 7 or Section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by holding of the whole or the relevant part of the proceedings of the meeting in public are as shown above (in brackets) with respect to each item.”

**Refer to Public Excluded Minutes**

RESOLVED  
WDC17/144

Crs Holding / Garvan

“That Council resumes in open meeting and decisions made in public excluded session are confirmed and made public as and when required and considered.”

CARRIED

The meeting was adjourned at 10.20am, and reconvened at 10.38am.

Mayor Kircher left the meeting to manage his declaration of interest for Agenda Item 3, and Deputy Mayor Tavendale assumed the role of Chair.

Mr Hope and Observatory Retirement Village Trust representative Mr Ian Hurst joined the meeting to participate in the discussion on Agenda Item 3.

### 3. Observatory Retirement Village Stage 2 Care Facility Development Funding

To determine whether Council wishes to provide a source of funds to the Observatory Retirement Village Trust to allow an immediate start to the development of stage 2 of the care facility to help meet the current and future demand for care beds in the Waitaki District.

RESOLVED  
WDC17/144

Crs Hopkins / Garvan

“That Council:

1. Acknowledges the request from the Observatory Retirement Village Trust for financial assistance to help accelerate the development of its stage 2 care facility, in order to be able to address the need for additional community care beds
2. Approves an additional loan of up to \$3.5 million under similar terms and conditions to the previously approved loan, being:
  - Maximum initial loan \$3.5 million
  - An interest rate based on the 1 year swap rate plus a 1.5% margin
  - Maximum term of 10 years
  - First charge security over the facility (ranking after any statutorily-required security)
  - All principal and interest payments at the borrower's discretion on a quarterly basis
3. Makes an amendment to the agreement to allow the option of compounding interest, if required by the borrower
4. Delegates the finalisation of the agreement to the Chief Executive.”

CARRIED  
AGAINST: Cr Perkins

RESOLVED  
WDC17/145

Crs Hopkins / Wheeler

“That Officers report to Council outlining options for the repayment of the \$157,000 loan by the Observatory Retirement Village Trust.”

CARRIED

Mayor Kircher returned to the meeting at 11.15am, and resumed the role of Chair.

### 4. Draft Waitaki District General Bylaw 2017 – Consideration of Consultation Feedback (continued)

#### Verbal Submission – Barry Helem from the New Zealand Companion Animal Control.

- Believes compulsory micro-chipping and registration for all domestic cats is an important component of responsible cat ownership. Other Councils (eg Wellington) are amending their bylaws in this way.
- LGNZ has recently voted in favour of lobbying Central Government for national legislation regarding cat management.
- Dumping of cats is having an environmental impact in some districts. The breeding season used to be seasonal; this is now not the case.
- An owned and micro-chipped cat is less likely to be euthanized if found beyond its residential boundaries. That removes the risk of possible civil action, and provides an opportunity to educate owners about responsible management when the cat is returned to them.

- A vet is likely to charge around \$25 to microchip a cat and register it. Money is raised from the Companion Animal Trust register to assist; it should be a collaborative partnership between SPCA and Councils.

**Verbal Submission – PDR Lindsay-Salmon:**

- Wants Council to seriously consider treating cat-owners as dog owners are treated.
- Cats are a neighbourhood nuisance – messing the garden, bouncing across roofs etc.
- Council to seriously consider treating cat-owners as dog owners are treated. Be responsible.
- Education key – de-sexing, keep cats in from dusk to dawn; feed inside; train them. Micro-chipping would be very good, but may not be easily achieved.
- Cats are predators, and two species in particular are at risk – the Otago Skink and Grand Skink. They are found nowhere else in the world and need protection. They also have an important role as pollinators. If we lose them, there could be a domino effect.
- The Otago Shag is another species found nowhere else, and in need of protection – only 2500 of them left; three colonies; they are genetically in danger; cats get amongst them and eat them.
- This is Otago; surely we do not want to go down in history as a district that removes important native species.
- Feral cats – suggests they could be euthanized by SPCA. Forest and Bird is looking at this problem. Trapping is another option. Start at the base – get cats de-sexed.

**Verbal Submission – Jim O’Gorman:**

Mr O’Gorman lives in Kakanui with a small flock of birds and a rooster, which are a key component in his research into sustainable systems in the third world. His research has been recognised at national and international level. The proposed approach – to get rid of roosters in urban areas – would require him to move or shut down his research operation, unless he was granted an exception to continue. Without a rooster, chickens were less easily managed, and eggs would be smaller. The Mayor acknowledged that Mr O’Gorman had made some very good points, which would be taken into consideration. When asked if he would be interested in contributing to the setting of guidelines around this issue, Mr O’Gorman suggested Mr Clinton O’Brien was a more appropriate choice. With regard to bees, Mr O’Gorman suggested hives be registered and the registration number written on to them so that there was a clear, traceable association of the hive, its registration number, and the person responsible for it.

The Mayor noted that Councillors had now completed their deliberations on all of the verbal and non-verbal submissions that had been received. He thanked officers and Cr Tavendale for the time and effort they had put into the consultation process, especially with regard to live feedback sessions and social media responses.

There being no further business, the Chair declared the meeting closed at 12.06pm.

Confirmed on this 13<sup>th</sup> day of September 2017, in the Whitestone Cheese Empire Room of the Oamaru Opera House, 94 Thames Street, Oamaru.

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Chairman



# Waitaki District Council Memorandum

**From** Mayor Gary Kircher

**Date** 13 September 2017

## Mayor's Report

### Recommendation

That Council receives the information.

### Purpose

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

### What's been happening?

The past six weeks continues to show good progress. We have been working with Acting CEO, Neil Jorgensen to prepare for the arrival of Fergus Power, and Neil has been keeping the organisation ticking along whilst undertaking some initial work for Mr Power. The couple of emails I have exchanged with Fergus certainly indicate that he is keen to get into the role, and enthusiastic about the opportunity. I am confident that he will take the time to get a thorough understanding of the organisation, and is already gathering information and showing good signs of inclusiveness.

### The Observatory Retirement Village

One of the momentous achievements for our community was to see the new retirement village open a few weeks ago. It is the culmination of over 5 years' planning and dedicated effort by a large number of people, and it was a proud moment when the residents moved in on the first day! The overwhelming response has been very positive, with all of the care beds and apartments filled, and the first ten villas sold and construction underway. The second stage of the care beds is now under construction, with the first concrete pour for the foundations being carried out on the 30<sup>th</sup> of August.

I got to talk to quite a few of the new residents on their first day in their new home, and it was an exciting time for them, although a little daunting for some. For many of them, Rendell on Reed had been their home for a considerable time; for one woman I spoke to, it had been 10 years! So change was an issue they had to deal with, but they were generally happy with their new surroundings and their family members were all very positive about the change.

The pressure is now on to get the next stage of care beds completed, to ensure we have enough to take care of our older folk. Stage 2 is expected to be completed in 10 – 12 months.



Ngai Tahu leads the official blessing in preparation for the opening of the village



The new van gets delivered to the village.



Another Councillor tour, just before the opening.



Trust Chair Ken Scott looks out at the courtyard.

### **Flood damage – the aftermath**

As we know, the damage caused by the recent big rain event was not as severe as it might have been, but it has still been devastating for a number of people. The Council itself is faced with a total repair bill of close to \$1.5m, though a good proportion of this will come from other sources such as insurance, NZTA, and MBIE. The rest will need to be funded from the disaster fund or some other internal source.

I was contacted by some of those more affected by the flooding. This included a group of neighbours who were close to having their homes completely inundated. One of them had been quite affected, and the others came very close. We were able to help with some of the exacerbating factors, by notifying neighbours to fix downpipes, and by giving some helpful advice on what they could do to install a sump pump in their shared driveway. It was just a small thing, but it was good to see our staff being very helpful.

Another visit I had was to the Christian Life Centre in College St, behind the Northstar complex. Their church had over a foot of water throughout the whole building, and unfortunately the water had been contaminated with sewage. This resulted in them needing to throw out almost all of their chattels, furniture, carpet, musical instruments, food and more. Insurance will cover the main costs, but we were able to help by giving options for meeting places for their services while the church was out of action.

Another one of the organisations that we helped out was Oamaru Steam & Rail (OSR). As usual for such a rain event, they were the unwilling recipients of a lot of clay and detritus which came from the large catchment above them. OSR is one of our many community groups run solely by volunteers, and one that the community really values. Because of this and the good work they carry out providing their train experience around the harbour, we assisted with a financial contribution to the clean-up. Because the clay also makes a big mess of Waterfront Rd, our assets team is looking at ways to lessen the effects of big rain events by capturing the water further up the hill and diverting it away from the clay cliffs. Hopefully they will find a cost-effective way of achieving this, which will save everyone a lot of grief!

Thank you to all members of our staff who have helped out our community as it recovers from one of the most significant rainfalls in the past couple of decades.

### **Bike parks**

As approved in the recent Annual Plan, we have a couple of bike parks to be developed around the district. These are intended to be located in the Ahuriri and Waihemo wards, with the exact locations to be confirmed with the community boards. They will be smaller versions of the new Oamaru bike park, aimed at our younger kids, and based on a similar design. However there is plenty of scope to personalise the mini-roads to suit each area, and we welcome the opportunity to partner with local groups to help raise further funding so that the surrounding grounds can possibly have seating, shelter and other play equipment added.

The parks team is getting on with the necessary consultation, and we will all look forward to seeing these projects happen, as part of providing facilities across our district.

### **Cadbury/Mondelez**

One district's loss is another district's gain. Or it could be in the case of the closure of the Cadbury factory in Dunedin. It is my understanding that once it closes, Oamaru will be home to the single largest



confectionery manufacturing business in New Zealand. As part of the closure, the Ministry of Social Development is holding an expo in Dunedin, inviting employers from across the region to attend. Staff being made redundant will be able to talk to prospective employers and I wouldn't be surprised if Rainbow Confectionery is there. Rainbow could benefit by picking up skilled staff to help grow its business, as could a number of other local businesses. It would likely require the Cadbury staff to move to Waitaki, and of course that is an added bonus as well! We will watch this space closely...



Dunedin Cadbury Factory

#### **Oamaru Hospital model of care review**

I met with the Chair and Deputy Chair of our hospital company recently to talk about the proposed new model of care for Oamaru Hospital. It is a 'brave new world' as some of the dated practices of the past are cast aside and modern ones put in place. It was also great to see that we finally have the extra funding we have sought for a long time to allow more scanning services to be provided. It is one of those real savings that can be achieved in the health sector – give us a bit more funding and people can get the help they need close to home. They save time and money, the pressure is taken off the Dunedin service, and our hospital is able to better justify the equipment and staff required to service it all.

There will be more changes as time goes on. This will not be an overnight transformation, but rather it will be a gradual process over several years as practices change, staff adjust, and the building is modified. We have a hospital board and staff who all want to provide the best service they can. There will be some bumps in the road ahead, but we will do what we can to smooth out that road for the benefit of our community.



Oamaru Hospital

#### **Mycoplasma Bovis**

The extent of this biosecurity incursion is becoming clearer as more test results come through. The good news is that it is still able to be eradicated, and the Ministry for Primary Industries representatives are in the area in force to do exactly that. There have been four public meetings to help inform the public about what the disease is, what it does, and how it spreads. I have been to several of the meetings and it is important that our people see that Council is involved. A proportion of our rural

community is currently feeling quite nervous about the disease and its implications. Part of this is a lack of information, and part of it is due to the real losses that some farmers will indirectly suffer due to the perceived risk that farmers elsewhere have of possible infection of North Otago stock.

The latest meeting, held in Weston Hall on the 31<sup>st</sup> of August, attracted approximately 160 farmers and industry representatives. I want to pay tribute to the MPI team members, and to our local vets for the work they are doing to deal with this biosecurity incursion. There is still a strong belief that mycoplasma bovis can be eradicated, and they are working hard to achieve this.



MPI's Dr Tom Rawden



Waimate Mayor Craig Rowley chairs the Q&A session at Papakaio



Deputy Mayor Tavendale and I attended the first meeting in Glenavy

### Waitaki Arts Festival

Thanks to Frances McElhinney, manager of our own Oamaru Opera House, the inaugural Waitaki Arts Festival has been created and was officially launched a month ago. Frances has succeeded in putting together a wonderful collection of events that will entertain our locals and attract visitors to Waitaki. The Festival has already proven popular – tickets are selling well and most events should be sold out by the time the festival begins on the 21<sup>st</sup> of September. Hopefully it's another long-term addition to our events calendar!



Frances McElhinney talks about the programme to an attentive audience





A well-produced programme of events!

### **NOIC progress**

Stage 2 of NOIC's irrigation scheme has been plagued with problems, but there is definitely light at the end of the tunnel, or if you prefer, at the end of the pipe! Repairs to the incorrectly installed parts are close to being finished, and testing has progressed well. The company is doing all it can to ensure water will be flowing from the beginning of the next irrigation season, and from a Council perspective, our loan to the company is as safe as it has ever been. I have been meeting with NOIC's Chair and CEO on a number of occasions, and I have every confidence in their ability to complete the job successfully. I've attached below the key points from their latest newsletter update, which gives an indication of the significant amount of work being done across Stage 2 of the scheme:

#### Expansion update notes as follows:

- Section 6-1 has been filled and leak tested, and passed the leak testing.
- Section 7-1 and 7-2 repairs completed, 7-1 is now being filled and 7-2 should be filled through the weekend and early next week.
- Section 8 is ready for filling and will begin once Section 6-1, 7-1 and 7-2 are stable.
- Remaining offtakes in Sections 1, 2, 3, 4 and 5 are being commissioned with a total of 30 complete. We anticipate handing over many of these offtakes to farmers from early September pending successful testing of Section 6-1. All offtakes in section 6-2 have now been flushed and commissioned.
- DR4 pipeline repairs are complete.
- Minor leak in Section 5-2 still to be completed, then filled and hydro-tested next week.
- Commissioning at PS1 and PS2 is underway, good results so far with the new valves. Several minor snags identified which will be addressed as commissioning continues.

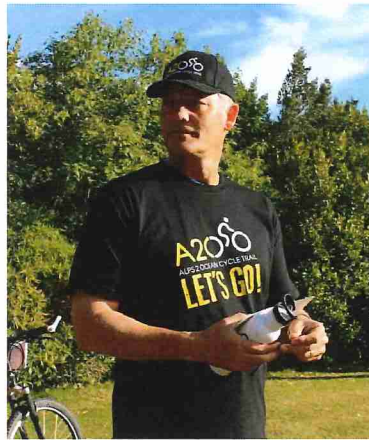


### Dr Thunes Cloete

It was with mixed feelings that I got the news that Thunes was leaving us to go to work in Queenstown for QLDC. It is sad to see him go, as he has achieved some significant things during his time at Waitaki District Council. This includes a lot of work on the Alps2Ocean cycle trail, a major change in contractors for our parks and reserves, leading some major change to our building control team, and getting the museum, gallery and archive redevelopment project to a point where we can see it being successful.

I was also pleased for Thunes, as he heads off to a new role with new and exciting projects to lead, in an area which is growing faster than almost anywhere in New Zealand. And of course I felt some pity for him as he will no longer be able to live in Waitaki!

But seriously, I want to take this opportunity to wish Thunes all the best, and to thank him for his contribution that he has made over the past almost 8 years. It has not always been smooth sailing – it is local government after all! But he has stayed positive and he has grown in the role. And now, as he heads off to one of the least affordable places to live in NZ, I wish him all the best as he picks up that challenge to be a part of the leadership team that has to work with the task of making Queenstown an inviting place again – best wishes!

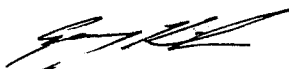


Thunes gets on his bike....

### Meetings Attended:

18 July	Mayor and CEO catch-up
18 July	Meeting with dog walkers at Cape Wanbrow
18 July	Meeting re Stage 2 of the Observatory Retirement Village
18 July	Meeting with Oamaru Whitestone Trust
19 July	Port FM – Mayoral Musings
19 July	Committee day
19 July	Councillor briefing
20 July	Meeting with Phoenix Mill Trust
20 July	New Business Opening – Elise Blundell Acupuncture, Community House
21 July	Meeting with Peter Mitchell (NOSLM) and Rob McTague
21 July	Flooding Response
22 July	Flooding Response
23 July	LGNZ Conference – Auckland
23 July	Meeting – Mayors Task Force for Jobs - Auckland
24 July	LGNZ Conference – Auckland
25 July	LGNZ Conference – Auckland
26 July	Seven Sharp Interview re penguins and breakwater safety
26 July	Executive Committee Meetings
27 July	Meeting – Inspecting flooding damage at Christian Life Centre
27 July	Launch of Waitaki Arts Festival
28 July	Meeting - Compliance of Loan and Merc
28 July	MPI Meeting – Glenavy
28 July	Observatory Retirement Village site visit
29 July	Grabatology event
31 July	Mayor and CEO Catch-up
31 July	Observatory Retirement Village blessing
31 July	Meeting with Thunes Cloete – Film competition
31 July	Meeting with Faye Willets & neighbours – Flooding Issues

1 August	Draft Agenda Meeting for Extraordinary Council
1 August	Meeting with Tony Woodbridge, NZ Police
1 August	Meeting with Robyn Wells – North Otago Irrigation Company
2 August	Council Day
3 August	Meeting with Ken Cowie – Holcim
3 August	Meeting with Ian Elliot, tourism opportunities
3 August	Meeting with Tourism Waitaki Chair and GM
3 August	Meeting with Michael Ross re North Otago Irrigation Company
4 August	Meeting with Chris Swann – update on hospital Model of Care review
4 August	Cultural Facility Development Committee meeting
4 August	Observatory Retirement Village Tour
4 August	Observatory Retirement Village Contractor function
4 August	A & P Association AGM & Dinner
5 August	Literacy NO new premises official opening
7 August	Mayor and CE Catch-up
7 August	Meeting with Otago Chamber of Commerce
8 August	Meeting with Palmerston residents re proposed A & P Association Camping
8 August	Meeting with Oamaru Steam and Rail
8 August	Meeting with Lucianne White regarding Events
8 August	Site Visit - Observatory Retirement Village
9 August	Extraordinary Council meeting and workshops
9 August	Meeting with Deb Sutton, Regional Labour Market Advisor, MSD
9 August	Youth Council
10 August	Meeting with Mark Smith - Oamaru Whitestone Civic Trust
10 August	Combined CEG and Joint Committee meeting
11 August	Otago Mayoral Forum
11 August	Otago Te Roopu-Taiao Meeting
11 August	Shadbolt & McCormick Event – Otematata Community Centre
14 August	Meeting with Don Paterson re artworks
14 August	Meeting with NZ Whiskey Co Ltd
14 August	Long Term Plan Workshop
14 August	Citizens' Awards, Opera House
14 August	Executive Committee Meeting with Acting CEO
14 August	Waihemo Community Board Meeting
15 August	Meeting with Jason Gaskill, Tourism Waitaki
15 August	Meeting with Erik van Der Spek re Sailors Cutting (Macraes)
15 August	Meeting with Jane Macknight
15 August	Tsunami Signage Discussion
15 August	Oamaru Whitestone Civic Trust meeting
16 August	Finance, Audit and Risk Committee meeting
16 August	Workshop with Tourism Waitaki
16 August	Councillor Briefing
16 August	Meeting with David & Michelle Hansen re economic development needs
16 August	Meeting with Kevin Murdoch re America's Cup visit
18 August	North Otago Tree Planting AGM
18 August	Whitestone City Event
21 August	Mayor and CE Catch-up
21 August	Meeting with Leigh Hamilton, NOIC
21 August	Heritage Celebrations Committee Meeting
21 August	Meeting with KRAIS, Kakanui Hall re camping
22 August	Meeting with Emily Fuluafoa re immigration
22 August	Meeting with Liz Soal, WIC
22 August	Cultural Facilities Project update presentation, Forrester Gallery
23 August	Harbour Area Committee Workshop
23 August	Meeting with Mike McElhinney re GM recruitment
24 August	Canterbury Mayoral Forum
25 August	Canterbury Mayoral Forum
27 August	Judging at the Show and Shine Car Show, Awamoa



**Mayor Gary Kircher**



# Waitaki District Council

## Memorandum

**From** Acting Chief Executive

**Date** 13 September 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 2 August 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 further leadership changes, with Dr Thunes Cloete resigning to take up a new position in Queenstown. This meeting is Dr Cloete's last Council meeting and his last day with Council is this Friday, 15 September. I also would like to formally acknowledge the contribution that Dr Cloete has made to Council over the last 8 years – thank you Dr Cloete. On the arrival front, I am pleased to welcome Mr Hamish Barrell to the Management team as Council's new Planning Manager. Mr Barrell's first day was on Monday.

#### 2. Long Term Plan

Planning for the LTP is continuing, with the first full workshop scheduled for 27 September. Teams are working on baseline budgets in preparation for the workshop.

#### 3. Managing our Internal Debt

A report on property debt was presented to the Assets Committee on 30 August 2017. This covered progress on reducing the largest portion of non-fully funded debt. All of the other debt had a definite servicing plan. A full update on the status of internal loans will be provided as part of the Annual Report process. Internal debt will grow over the next twelve months as significant funding will be required for the Hamnak project as well as other smaller projects.

#### 4. 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. Five more detailed reviews have commenced, covering Solid Waste, Regulatory, Harbours and Waterways, Land Transport and 3 Waters. The Solid Waste review is well underway with an assessment of options being developed, and this work will link in well to Council's own review of its Waste Management and Minimisation Plan review.

#### 5. Management of Investments

A 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 to both the Finance, Audit and Risk Committee and Council.

#### 6. Building Control and Regulatory Services

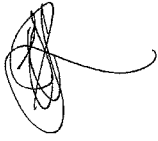
Recruitment is continuing in this area and Council has successfully appointed a TA Officer and a Building Control Officer. Council is part way through recruitment for the Building Control Manager.

#### 7. Expressions of Interest for the Harbour Development

The Harbour Area Committee has reviewed five submissions received through the Expressions of Interest process for harbour development. Council is now considering these proposals and is working through clarifying any questions before a shortlist is confirmed for the next stage. No other information can be provided at this time as all submissions are commercially confidential.

**8. Cultural Facility Development Project**

Mr Michael Voss has agreed to take the Officer lead over from Dr Cloete on this project. The transition arrangements have been made and Mr Voss has met with the project team. An Art Auction and Unique Stories Film Competition was held last Friday as part of the Cultural Facility Development Project fundraising.



Neil Jorgensen  
**Acting Chief Executive**



# Waitaki District Council Report

**From** Assets Group Manager

**Date** 13 September 2017

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## Recommendations from Assets Committee Meeting 30 August 2017

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### 1. Roothing Special Projects Programme

To improve the condition of lower volume unsealed rural roads using the proposed \$350k dividend additional to programmed works that would otherwise be unlikely to compete in attracting funding.

RESOLVED  
AC17/039

Mayor Kircher / Cr Hopkins

The Assets Committee recommends:

"That Council approves the allocation of \$350k of Whitestone Contracting Limited dividend, set aside for roading improvements, be used to place more aggregate on lower volume unsealed rural roads."

CARRIED

### 2. Night Access to Breakwater

It is proposed that the Assets Committee recommends that access is restricted to the Breakwater by reducing public access in the evenings.

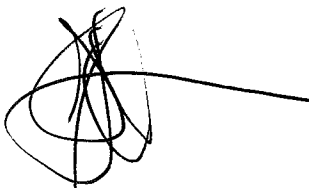
RESOLVED  
AC17/041

Mayor Kircher / Cr Wheeler

The Assets Committee recommends:

"That Council restricts public access to the Breakwater at night."

CARRIED



Neil Jorgensen  
Assets Group Manager

# Waitaki District Council Report

From Community Services Group Manager

Date 13 September 2017

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## Recommendations from Community Services Committee Meeting 30 August 2017

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### 1. Tourism Infrastructure Fund Application – September 2017

To get Council approval on projects to be included in a Tourism Infrastructure Fund application for funding.

RESOLVED  
CSC17/023

Cr Hopkins / Cr Kingan

The Community Services Committee recommends:

“That Council applies to the September 2017 round of the Tourism Infrastructure Fund for \$60,000 to support feasibility studies into Tourism infrastructure requirements in Omarama, Otematata, Campbell's Bay and Palmerston.”

CARRIED

### 2. Craig Fountain Restoration

To restore Craig Fountain to working condition as a feature of the Oamaru Public Gardens.

RESOLVED  
CSC17/024

Cr Hopkins / Cr Wollstein

The Community Services Committee recommends:

“That Council approves up to \$75,000 from the 'PT Mulligan bequest' and \$90,000 from other bequests (*Oamaru Public Gardens-related*) to restore Craig Fountain to working condition.”

CARRIED

### 3. Plan for Toilets and Dump Stations 2018 – 2028

To accept the 'Plan for public toilets and dump stations 2018-2028' for consultation with the community as part of Council's Long Term Plan.

RESOLVED  
CSC17/025

Cr Hopkins / Cr Wollstein

The Community Services Committee recommends:

“That Council accepts the 'Plan for public toilets and dump stations 2018-2028' for consultation with the community as part of Council's Long Term Plan.”

CARRIED

#### 4. BMX Track Feedback

To update Council on BMX track progress and present community feedback.

RESOLVED  
CSC17/026

Cr Kingan / Cr Wollstein

The Community Services Committee recommends:

"That Council:

1. Notes progress to date.
2. Receives the community feedback.
3. Approves construction of parking on the landfill site adjacent to Selwyn Street, as indicated in Attachment Three, with a maximum expenditure of \$15,000."

CARRIED

#### 5. 12 Ranfurly Street, Kurow

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

RESOLVED  
CSC17/027

Cr Hopkins / Mayor Kircher

The Community Services Committee recommends:

"That Council:

1. Notes no submissions were received to the public notice advising that Council intends to revoke reservation of 12 Ranfurly Street, Kurow under the Reserves Act 1977.
2. Confirms its previous resolutions to:
  - a. Request the Department of Conservation to revoke reservation and dispose of 12 Ranfurly Street, Kurow.
  - b. Remove the recreation designation for 12 Ranfurly Street, Kurow in the District Plan."

CARRIED



Thunes Cloete

**Community Services Group Manager**

# Waitaki District Council Report

**From** Customer Services Group Manager

**Date** 13 September 2017

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## **Recommendation from Customer Services Committee Meeting 30 August 2017**

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### **1. Annual Residents Survey 2016/17**

The purpose of this report is to provide Councillors with the 2016/17 Residents Survey and make it publicly available.

RESOLVED  
CUS17/022

Crs Wollstein / Perkins

The Customer Services Committee recommends:

"That Council:

1. Receives the 2016/17 Annual Residents Survey Report
2. Notes that the survey results provide an input for completing the 2016/17 Annual Report, scheduled for Council approval on 25 October
3. Notes that the 2016/17 Annual Residents Survey Report is posted on Council's website."

CARRIED



Lisa Baillie  
**Customer Services Group Manager**

# Waitaki District Council Report

**From** Community Services Group Manager

**Date** 13 September 2017

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## Recommendations from Cultural Facility Development Advisory Committee Meeting – 4 August 2017

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### 1. New Chair

Councillor Perkins has resigned as Chair of the Cultural Facility Development Advisory Committee.

RESOLVED

CFDAC 17/009

Crs Hopkins/Perkins

“That Council appoint Mayor Gary Kircher as the chair of the Cultural Facility Development Advisory Committee.”

CARRIED

### 2. Facility Entrance

See New Cultural Facility Entry report.

### 3. Programme Changes

Jane Macknight, Director of Forrester Gallery, Museum and Archive presented recommendations to change levels of service from the gallery and archive, to allow staff to focus on development priorities.

RESOLVED

CFDAC 17/013

Crs Hopkins / Perkins

“That Council accepts the recommended program changes:

1. Reduce dedicated Archive desk staffing to three days per week. Reallocate current desk staff hours to collection work and administrative duties. Reallocate staff supervision hours to theme and story development.
2. Museum and Archive facility to remain open to public at same existing hours (Monday to Friday 1.00pm - 4.30pm). Archive to offer information and self-help.
3. Programme more flexible use of upstairs galleries as programme and Cultural Facility Development Project requires (eg may need to convert part of space to office and may need to use part for collection photographing work). The community gallery may primarily function as a space to update the public on the Cultural Facility Development Project.
4. Continue to run a changing programme focused on the ground floor. Main and side gallery; focus on local and small scale exhibitions (rather than touring exhibitions).
5. Transfer the very successful interactive wonderlab education space to the basement gallery; but reduce to twice yearly changeover. Education focus to be on community events and outreach and support of theme and story development.”

CARRIED



Thunes Cloete  
Community Services Group Manager

# Waitaki District Council Report

**From** Community Services Group Manager

**Date** 13 September 2017

## New Cultural Facility Entry

### Recommendations

That Council accepts the third and preferred entrance option into the newly constructed companion building of the new Cultural Facility as presented in this report.

### Objective of the Decision

To get Council's approval for the recommended entrance to the new Cultural Facility.

### Summary

It is proposed that Council approves the new entrance recommended by the Cultural Facility Development (CFD) Advisory Committee. Costings of the new entrance will be provided to the CFD Advisory Committee when they become available. These costings will be discussed as part of the overall cost for the new Cultural Facility.

### Summary of Decision Making Criteria

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

### Background

At a CFD Advisory Committee Meeting held on 4 August 2017, John McKenzie of McKenzie Architects presented three entrance options. He discussed the issues of each one, recommended the third option as mentioned below, and provided the attached impressions.

The CFD Advisory Committee resolved as follows:

#### RESOLVED

CFDAC 17/012

Crs Holding / Perkins

"That Council accepts the entrance option presented in the report, as attached."

CARRIED

The preferred option was discussed with Councillors at a workshop on 9 August 2017. The Property Manager is in discussion with the owners of Steam Café as the neighbour being most affected by this recommendation. The Architect stated that he has presented the preferred option to Heritage New Zealand and has not received any negative feedback to date. He considers this option to be in keeping with the original RA Lawson design, particularly in relation to its re-emphasis of three views of the building.

The Architect will continue to work with Heritage New Zealand as detailed plans are developed. He is also working with the Quantity Surveyor to estimate the cost implications. At this stage no costings are available. Costings for the preferred option entry will be presented to the Cultural Facility Development Project Advisory Committee when available. The additional cost will be covered by increasing the amounts in applications to external funders in the next funding rounds. Initial discussions with the main funders relating to the possible increase of funds required were positive, provided their funding criteria is met.

### Summary of Options Considered

**Option 1** – *Thames Street – existing main entrance. The constraints with this option are:*

- a. Existing entrance cannot be made bigger to enhance visitor orientation or provide better environmental control (air-conditioning).
- b. Distance to stairwell and lift amenity too far away from this entrance.
- c. Use of the historic bank chamber as an effective and appropriately grand space is limited (and reduces overall available exhibition space significantly) by using the existing Thames Street as the entry.

**Option 2** – *Humber Street,*

- d. Not the best entrance to a new facility – seems like a back entrance.
- e. Will be confusing for visitors expecting an entrance from Thames Street.
- f. Will take up valuable storage space on the ground floor of the new addition.

**Option 3** – *Side of the new build off Thames Street level.*

- g. This option is the best of the three and addresses all of the issues raised by Options 1 and 2.

### Assessment of Preferred Option

Option 3 is the preferred option.

### Conclusion

The preferred option is the best of the three options and addresses all the relevant issues. It also improves the Thames Streetscape by creating a gathering point focused around the iconic Forrester Gallery building, popular Steam Café, and historic Oamaru Bridge and Creek. A clear vista and opportunity to enhance connections with the historic precinct are also realised.



Thunes Cloete  
**Community Services Group Manager**

### Attachments

Attachment 1: Additional decision making considerations  
Attachments 2 and 3: Architect's Impression



**Attachment 1:****Additional Decision Making Considerations**

The following matters have been considered in making the decisions.

**Outcomes**

We provide and enable services and facilities so people want to stay and move here.

We understand the diverse needs of our community

Waitaki's distinctive environment is valued and protected.

**Financial Considerations**

The Architect is working with the Quantity Surveyor to estimate the cost implications. At this stage no costings are available. That will be presented to the Cultural Facility Development Project Advisory Committee once available.

**Environmental Considerations**

This proposal will enhance the cultural environment for the new facility and Thames Street.

**Publicity & Communication Considerations**

It is recommended that a media release is sent out to inform the community of this change to the CFD Project.

## Attachment 2:



**Attachment 3:**

Forrester Gallery: Alternative Entrance Design | McKenzie Architects



# Waitaki District Council Memorandum

**From** Chief Financial Officer

**Date** 13 September 2017

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## Development Contributions Decisions Made Under Delegated Authority

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### Recommendations

That Council receives the information.

### Objective

The objective of this report is to ensure that Council is informed of the decisions made by the Development Contributions Committee under delegated authority.

### Summary

The Development Contributions Committee has made three decisions on requests for waiver, review or deferral of development contributions under delegated authority since last reported in June 2017. Officers have made 10 decisions under delegated authority.

### Discussion

The Development Contributions Committee has the Power to Act to reduce, waive or defer development contributions on any one development up to the amount of \$40,000 excluding GST, and the Power to Recommend to reduce, waive or defer development contributions in excess of \$40,000 excluding GST.

Officers have the authority to make a decision on a request for waiver, review or deferral of payment if the sum involved is less than \$5,000 excluding GST.

As requests for reconsideration are received, Officers are finding – when they obtain the property file – that there may have been similar developments by the same property owner which have not been assessed for Development Contributions because the stated use of the development by the developer is inaccurate; eg a block of storage units for commercial lease may be stated as a boat garage.

Officers are seeking legal advice to determine whether they are able to assess these developments once identified.

As attached, there have been three decisions made by the Development Contribution Committee under delegated authority since last reported in June 2017.

There have been 10 decisions made under Officer delegated authority since last reported. Four of these decisions were roading development contributions that were incorrectly assessed as dairy farm accommodation.



Paul Hope  
Chief Financial Officer

### Attachments

Appendix 1: Copy of decisions made under Delegated Authority



## Appendix 1

### Development Contributions Policy

There have been a total of 13 decisions made under the Development Contributions Committee's delegated authority since the last report to Council in June 2017.

### Development Contributions

There have been three decisions made under the delegated authority of the Development Contributions Committee since the last report to Council in June 2017.

Property Address	Decision Requested	Decision Made
Hedley Road, Kokoama	Review Rooding Development Contributions	Reduced Rooding DCs on 2011 dairy development based on actual dairy platform area.
Harveys Road, Island Cliff	Review Rooding Development Contributions	Reduced Rooding DCs on 2014 dairy development based on actual dairy platform area.
McLeod Road, Waiareka	Review Rooding Development Contributions	More information requested to support recommendation for reduction.

There have been 10 decisions made under Officers' delegated authority since the last report to Council in June 2017.

Property Address	Decision Requested	Decision Made
Main Street, Weston	Review Rooding Development Contributions	Waived Rooding DCs on 2011 residential development as credit for previous dwelling had not been applied.
McLeod Road, Waiareka	Review Rooding Development Contributions	Waived Rooding DCs on 2012 Dairy Worker accommodation. Policy change allows 100% remission from July 2012.
Tekapo Drive, Twizel	Review Rooding Development Contributions	Reduced Rooding DCs to represent actual use of the 2 bay shed development as a staff room, commercial feed holding, and equipment repair area.
Haven Street, Moeraki	Waive Rooding Development Contributions	Requested payment of Rooding DCs in full as they were correctly applied under the Policy.
Kurow-Duntroon Road, Oamaru	Review Rooding Development Contributions	Requested payment in full as well as Rooding DCs on a development not previously assessed due to an inaccurate declaration on their Building Consent application, and the owner is only now progressing the build on the additional development.
River Terrace, Otematata	Request for explanation of DC calculation and variation.	Identified a new BC that was not assessed for DCs as the BC application did not state the storage was for commercial lease. DCs now correctly sought.
Totara Street, Reidston	Reconsideration of Rooding Contributions	Requested payment of Rooding DCs in full as they were correctly calculated and applied under the Policy.

Weston-Ngapara Road, Weston-Ngapara		Waived Roding DCs on residential development as the two dwellings were part of dairy accommodation. Officers identified these were applied in error.
Eastern Road, Otekaieke	Review of Roding Contributions	Waived Roding DCs on residential development as the dwelling is dairy accommodation. Policy change allows 100% remission from July 2012.
Doctors Creek Road, Otekaieke	Review of Roding Contributions	Waived Roding DCs on residential development as the dwelling is dairy accommodation. Policy change allows 100% remission from July 2012.

# Waitaki District Council Report

**From** Chief Financial Officer

**Date** 13 September 2017

## Carry Forward Report 2016/17 Year End

### Recommendation

That Council approves the projects and related funding listed in Appendix 1 (as amended) be carried forward and progressed in the 2017/18 year.

### Objective of the Decision

To approve the carrying forward of funding for incomplete projects from the 2016/17 year (or earlier).

### 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	Moderate	Economic Considerations	No
Community Views	No	Community Board Views	No
Consultation	No	Publicity and Communication	No

### Background

As with every year, there are a number of projects that Council has approved and assigned funding to that were not completed at the end of this financial year.

### Summary of Options Considered

**Option 1** – To consider the listed projects on a line by line basis and approve or reject carrying them forward. This will mean that the unused portion of any approved expenditure and funding will be included in the 2017/18 “Living” budgets. These will then be monitored and reported on in the 2017/18 year. Please note that some of the requested items relate to unspent operational budgets with funding from General Reserve. There are also requests for a change in purpose from the original Council agreed project.

**Option 2** – Do not carry forward projects.

### Assessment of Preferred Option

Option 1 is recommended.

As is the case every year, there are projects that were not completed by year end. This report relates only to discrete or one-off projects and asks that specific decisions are made as to whether a project is still relevant and therefore should be continued.

A number of ongoing projects have been carried forward automatically in accordance with prior Council decisions. These are projects with approved multi-year funding and are more general in nature.

For any other projects that are not carried forward, only those funded from general sources will have a rate impact.



Paul Hope  
Chief Financial Officer

### Attachment:

Appendix 1 2017 Carry Forwards

## Amounts to carry forward for 2017/18 living budget

			Original budget	Budget/Unspent Balance to carry forward	Sources of funding						Balance
Department	Ref	Project			General Reserve	Special Reserve	Separate Reserve	Depreciation Reserve	Internal loan	External funding	
Water	cf9	Ohau DWS upgrade	366,000	357,710			(39,710)		(318,000)		-
	cf10	Omarama DWS upgrade	600,000	40,596					(40,596)		-
	no ref	HamNak upgrade (most cost budgeted 2017/18)	129,756	77,736				(77,736)			-
	237	RN consent Kauru Hill	30,000	30,000				(30,000)			-
	238	RN Consent Windsor	30,000	30,000				(30,000)			-
	cf6	Moeraki wastewater	500,000	492,025					(492,025)		-
	262	Oamaru wastewater overflow mitigation	100,000	99,280					(99,280)		-
	298	Sewer laterals investigate public ownership	50,000	50,000			(50,000)				-
	271	Otematata wastewater equipment	100,000	82,241				(82,241)			-
	267	Palmerston wastewater sludge removal	90,000	90,000				(90,000)			-
	274	Wastewater CCTV inspections	100,000	100,000			(100,000)				-
	cf8	Stormwater Muddy Creek (budget reassessed)	1,357,000	400,000					(400,000)		-
Roading	cf20	Coastal protection	800,000	390,354					(390,354)		-
	s277	Seal extension of Craig Road, Waihemo	20,000	20,000			(20,000)				-
	r270	Streetscape pedestrian bridge over Oamaru Creek	50,000	50,000			(50,000)				-
	r273	Extend Warren Street - being re-scoped	28,000	28,000			(28,000)				-
	200	Carpark renewals	42,500	41,520			(41,520)				-
	191	Unspent budget - unsealed metalling	646,000	48,730				(21,441)		(27,289)	-
	193	Unspent budget - bridge, culvert renewal - capital	340,000	64,573				(28,412)		(36,161)	-
	ops	Unspent budget - bridge, culvert renewal - operational	687,268	34,037	(14,976)					(19,061)	-
	196	Unspent budget - street lighting	542,400	189,792				(81,611)		(108,181)	-
	cf14	Unspent budget - river training	442,345	170,000				(73,100)		(96,900)	-
	ops	Unspent budget - asset management plan	72,725	29,187	(12,842)					(16,345)	-
	Council resolution:	Roading improvements - 2017/18 WCL dividend	350,000	350,000						(350,000)	-
	Council resolution:	Intersection seals - 2017/18 WCL dividend	85,500	85,500						(85,500)	-
Property	cf03	Freezer Building investigations	35,000	35,000			(35,000)				-
	cf06	Friendly Bay	28,000	28,000			(28,000)				-
	cf07	Install boat ramp	20,000	20,000			(20,000)				-
	cf22	Holmes wharf deck replacement	800,000	787,612			(87,612)		(700,000)		-
	cf05	Airport projects	30,000	30,000	(30,000)						-
	cf09/10	Drill Hall weather tightness	75,976	75,976				(75,976)			-
	cf08	Operational properties - assess earthquake risk	34,000	34,000				(34,000)			-
	275	Breakwater Maintenance	200,000	200,000				(200,000)			-
Regulatory	cf54	Upgrade dog pound	50,000	50,000	(50,000)						-
	cf51	3 year vison for animal control	20,000	20,000						(20,000)	-
	281	Earthquake-prone buildings recording/management	5,000	5,000	(5,000)						-
	282	Earthquake-prone buildings assessment	49,800	49,800	(49,800)						-
	283	Earthquake-prone buildings strengthening	50,000	50,000	(50,000)						-



## Amounts to carry forward for 2017/18 living budget

Department	Ref	Project	Original budget	Budget/Unspent Balance to carry forward	Sources of funding						Balance
					General Reserve	Special Reserve	Separate Reserve	Depreciation Reserve	Internal loan	External funding	
	cf35	Earthquake-prone buildings compliance	60,000	60,000	(60,000)						-
	r261	Regulatory programme	222,000	38,000	(38,000)						-
Planning	cf55	District Plan review	310,880	40,407	(40,407)						-
	no ref	e-plan (electronic filing format - link GIS with district plan)	50,000	50,000	(50,000)						-
Recreation	cf35	Class software investigation	10,000	10,000	(10,000)						-
	r255	Falstone discharge system.	150,000	150,000					(150,000)		-
	r256	Sailors Cutting discharge system.	83,000	83,000				(83,000)			-
	cf40	Lost graves memorial	9,000	9,000	(9,000)						-
	ongoing	Craig fountain	75,000	65,759		(65,759)					-
	168	Public gardens improvements - Fountain power	40,000	40,000				(40,000)			-
	s281	Weston Domain water bore	30,000	30,000			(30,000)				-
	326	Sports feasibility	40,000	9,000	(9,000)						-
	321	Weston toilet		87,603						(87,603)	-
	cf46	Dunback toilet		90,000				(90,000)			-
	s278	Duntroon Toilet	590,000	150,697						(150,697)	-
	r258	Kakanui toilet		60,000						(60,000)	-
	No ref	Harbor toilet art		20,000						(20,000)	-
	202	Omarama Dumpstation modifications	28,000	6,300	(6,300)						-
	r198	Palmerston walkway	60,000	30,000		(30,000)					-
	174	Moeraki steps to beach	12,000	5,100	(5,100)						-
	170	Corriedale improvements.	11,100	11,100	(8,100)	(3,000)					-
	169	Ahuriri improvements.	18,000	10,100	(10,100)						-
	r276	Learn to ride Carpark	40,000	37,600	(37,600)						-
	ops	Oamaru Street gardens planting	20,000	20,000	(20,000)						-
	ops	Totara peak easement	10,000	4,421	(4,421)						-
	cf49	Mill Domain	68,000	23,594			(23,594)				-
	cf49	KGP levelling and Drainage	160,000	160,000		(160,000)					-
	r269	Waihemo Projects.	30,000	20,000	(20,000)						-
	167	Sportsfield renewals	30,000	30,000		(30,000)					-
	r269	15K Streetscape plans,	15,000	15,000	(15,000)						-
	r269	15K memorial oak maintenance.	15,000	15,000	(15,000)						-
Information Management	FAR committee:	Fund development of BIS (ex analyst's salary savings)	73,490	73,490	(73,490)						-
	279	Information Service project	200,000	200,000					(200,000)		-
	cf02	IT Upgrades	125,100	120,600					(120,600)		-
	276	Council phone system upgrade	120,000	120,000				(120,000)			-

## Amounts to carry forward for 2017/18 living budget

			Original budget	Budget/Unspent Balance to carry forward	Sources of funding						Balance
Department	Ref	Project			General Reserve	Special Reserve	Separate Reserve	Depreciation Reserve	Internal loan	External funding	
Council/committees											-
		unspent: Ahuriri Community Board discretionary funds	19,849	10,216	(10,216)						-
		unspent: Ahuriri Community Board community grants	35,000	27,000	(27,000)						-
		unspent: Waihemo Community Board discretionary funds	9,576	4,576	(4,576)						-
		unspent: Waihemo Community Board community grants	172,900	22,465	(22,465)						-
		unspent: Council discretionary funds	8,195	3,721	(3,721)						-
		unspent: Community Safety - external funding to carry forward	no budget	34,188	(34,188)						-
			11,908,360	6,734,606	(746,302)	(312,353)	(529,842)	(1,157,517)	(3,229,155)	(759,437)	

# Waitaki District Council Report

**From** Chief Financial Officer

**Date** 13 September 2017

## Proposed Sale of Civic Assurance House

### Recommendations

That Council:

1. Supports the sale of Civic Assurance House by Civic Financial Services Limited; and
2. Communicates that support to the Board of Civic Financial Services Limited in time for the Special Meeting scheduled for 5 October 2017.

### Objective of the Decision

To determine whether Council wishes to support the disposal of an asset owned by an entity in which Council has a small shareholding.

### Summary

The Board of Civic Financial Services Limited (formerly Civic Assurance Limited) has determined that owning a building in the Wellington central business district is not appropriate for it as a reshaped entity, and therefore is proposing to sell this building. As this is a major transaction, the Board is seeking shareholder consent to proceed with this course of action. If this action is supported, the proceeds will be distributed to shareholders.

### 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	Moderate	Economic Considerations	No
Community Views	No	Community Board Views	No
Consultation	No	Publicity and Communication	No

### Background

Civic Financial Services Limited (CFS) (formerly Civic Assurance Limited) is an entity in which Council owns a small number of shares (120,000 of 11,249,364 shares, or 1.07%). This is an historic shareholding, which has provided little or no historic return to Council.

CFS has undergone significant change in the last few years. Most recently, it ceased to offer insurance products to its members, in particular Public Liability and Professional Indemnity cover. That change required the company to amend its name, because it could not have Assurance in its name if it was not a registered insurance company.

### Recent Developments

The Board of CFS is working on ensuring the Company is fit for purpose, and has identified that the continued ownership of Civic Assurance House located at 114-118 Lambton Quay, Wellington does not meet its long-term aims. The background and proposal from the Company is attached in Appendix One.

The proposal from CFS is that the building is disposed of and the proceeds distributed. To allow this, the Board has arranged a special meeting and circulated a proposed resolution to allow this sale to occur. If the process was completed and successful, it would result in a tax paid distribution to shareholders.

**Summary of Options Considered**

**Option 1** – Do Nothing – Do not support the proposal to sell.

**Option 2** – Support the proposal and communicate this to the Board.

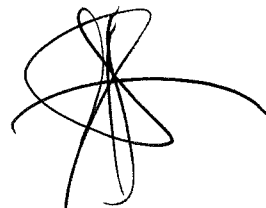
**Assessment of Preferred Option**

Option 2 is the preferred option. The Board of CFS has formed the view that ownership of a commercial building is not part of its core business and therefore is proposing to sell the building. If the process was completed, it would result in a distribution to Council of an estimated \$81,600. The Board has offered very little information on the likely return from retaining ownership of the building. Therefore, the level and timing of any return from this option can be considered highly uncertain.

**Conclusion**

Council's ownership of shares in Civic Financial Services is an historic rather than deliberate investment decision. This ownership has provided no tangible return but there have been limited options to dispose of the holding. The proposal from the Board offers an opportunity to realise a return and utilise the funds for another purpose. Based on this, it is recommended that the proposal from the Board be supported and that this support be communicated to them.

Paul Hope  
**Chief Financial Officer**



Neil Jorgensen  
**Acting Chief Executive**

**Attachments**

Appendix 1 – Documents from Civic Financial Services Limited:

- Potential Sale of Civic Assurance House
- Notice of Special Meeting of Shareholders



## **APPENDIX 1 – POTENTIAL SALE OF CIVIC ASSURANCE HOUSE**

Your Board is putting forward a proposal to all shareholders of Civic Financial Services Limited ("Civic") to consider whether Civic should sell or retain ownership of Civic Assurance House at 114-118 Lambton Quay, Wellington.

You will be invited to vote on this at a Special General Meeting ("SGM") to be held in Wellington at 11.30 am on Thursday 5 October 2017.

### **BACKGROUND**

#### **Building**

In 1963 the directors of Municipalities Cooperative Insurance Company Limited, one of the companies that merged in 1989 to form Civic, agreed to erect a building in Lambton Quay. The Local Government Building, which was renamed Civic Assurance House in 2007, was completed in 1967. The building cost just over \$1 million to construct and today is valued at just under \$8 million.

Until recently Civic and a number of local government entities occupied the building but at present only two, being Civic and SOLGM, remain as tenants. The remainder of the current tenants include consultants, legal service providers, retail outlets, eateries and charitable organisations.

#### **Operations**

Your Board decided at the end of 2016 to withdraw Civic's application for a full insurance licence and not offer property insurance. This decision was not taken lightly, but in the current market Civic cannot write insurance profitably. However, Civic will be able to provide property insurance through Civic Property Pool (CPP) in the future if this is what the sector wants and market conditions favour doing so.

Civic continues to administer the local government SuperEasy KiwiSaver Scheme and the SuperEasy scheme and the four local government mutual pools: LAPP, Riskpool, CLP and CPP.

### **PROPOSAL**

As at 31 December 2016 the net equity of Civic was \$17.2 million which includes a \$3.2 million net deferred tax asset.

As it will not be offering insurance, Civic is able to return some of its capital to shareholders. Your Board signalled in the 2017 Statement of Intent that it would ask shareholders whether they wished to retain ownership of Civic Assurance House or whether they wished to sell the building.

If shareholders supported a sale and a satisfactory price can be obtained, then the building will be sold and the sale price of the building net of selling costs will be distributed to shareholders.

#### **Current Valuation**

Civic Assurance House was valued at \$7.9 million on 31 December 2016. Two subsequent independent valuations have valued the building between \$7.8 - \$8.1 million and \$7.5 - \$8.0 million. These valuations take into account the age, state and earthquake rating (50% of NBS) of the building. The building currently has 85% occupancy with a weighted average lease term of two years. Obviously if the building had a greater occupancy it would be valued higher. We are however, with the current earthquake rating, having difficulty letting the vacant space.

### **Impact of Sale**

Over the last five years Civic Assurance House has generated an average net income of \$0.368 million per annum. In December 2011 the building was valued at \$6.9 million. In December 2016 the building was valued at \$7.9 million. The five year capital growth has therefore been 2.73% per annum. The five year return (income and capital) to 31 December 2016 for the building has been 7.96% per annum.

On the assumption Civic Assurance House was able to be sold for a value of \$7.8 million – \$8.0 million and allowing for estimated transaction costs of \$0.4 million the sale price could return a special fully imputed cash dividend of around 68 cents per share. Resident withholding tax will not be deducted from the dividend payment.

For Waitaki District Council's holding of 120,000 shares that approximates to \$81,600.00 plus \$31,733.33 imputation credits. These imputation credits fully offset the amount of tax that the shareholders would otherwise be liable to pay on those dividends.

If shareholders support the sale and a special dividend is paid obviously both Civic's profit and possible future dividends to shareholders would reduce. The 2017 Statement of Intent projects that Civic will continue to produce a surplus if Civic Assurance House is sold and the net proceeds from the sale are distributed to shareholders.

If the property sale is supported by shareholders a two month tender process will be initiated. If a satisfactory price is obtained through this process there is expected to be a one month settlement period. Distribution of the net proceeds of the sale via a special dividend would be completed within two months of the settlement date.

### **Impact of Retention of Civic Assurance House**

If Shareholders vote against the sale of Civic Assurance House, Civic would retain the property income stream (both operating and capital).

Civic would also investigate using a portion of Civic's capital to carry out earthquake strengthening of Civic Assurance House. This would only be undertaken if it was considered the cost would lead to greater occupancy, rental returns and capital growth.

### NOTICE OF SPECIAL MEETING OF SHAREHOLDERS

Notice is hereby given pursuant to clause 13.6.1 of Civic Financial Service Limited's (Civic) Constitution that a Special Meeting of Shareholders will be held at Civic Assurance House, 116 Lambton Quay, Wellington on Thursday, 5 October 2017, commencing at 11:30 am.

1. **Special Business**

The special business of the meeting will be to consider and if thought fit, approve the resolution set out below relating to the potential sale of Civic Assurance House.

*Refer explanatory note (appended)*

2. **Text of Special Resolution**

*"To approve the Directors using their best endeavours to achieve a satisfactory price for the sale of Civic Assurance House through the use of one or more professional real estate firms. It will be the Board's decision as to what constitutes a satisfactory sales price.*

*That the Directors of the Company are authorised to finalise the sale, and the terms of conditions of the sale (acting in their view in the best interests of the Company) and to enter into and sign all documents and to take any and all other actions that they may deem necessary or appropriate to effectuate the purposes of this resolution."*

3. **Proxies/ Appointed Representatives**

A shareholder may exercise the right to vote on the special resolution by being present by a representative or proxy pursuant to clause 14.3 of Civic's Constitution. A proxy or representative must be appointed by notice in writing signed by the shareholder. Such notice must be lodged at the registered office of the Company by 11.30am on 4 October 2017.

C Bedford  
Chief Operating Officer, Civic Financial Services Ltd  
Phone: (04) 978 1264  
Email: [caroline.bedford@civicfs.co.nz](mailto:caroline.bedford@civicfs.co.nz)  
23 August 2017



# Waitaki District Council Report

**From** Customer Services Group Manager

**Date** 13 September 2017

## Waitaki District Easter Sunday Shop Trading – Community Consultation

### Recommendations

That Council:

1. Approves the Waitaki District Easter Sunday shop trading Statement of Proposal including a Draft Waitaki District Easter Sunday shop trading policy as provided in Attachment 2 for the purpose of public consultation and decision-making using the special consultative procedure under section 83 of the Local Government Act 2002.
2. Approves the Consultation Document provided in Attachment 3 that summarises the Statement of Proposal to assist the community in its consideration and feedback to the Council on Easter Sunday shop trading.

### Objective of the decision

To enable Council to engage with the community for the purpose of supporting decision-making about the need, or not, for a policy on Easter Sunday shop trading.

### Summary

It is proposed that Council review the current position on Easter Sunday shop trading for the Waitaki District. The recommendations and the associated information in this report provide the means for Council to achieve this review. It does so by providing a process that supports the community to have a say on this matter, as well as steps that ensure Councillors can consider the feedback before making a final decision. This report also provides a Statement of Proposal and supporting consultation content that informs the community about the options or choice that it has on Easter Sunday shop trading and how to provide feedback.

### Summary of Decision Making Criteria (see Attachment One)

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

### Background

In August 2016, the Government amended the Shop Trading Hours Act 1990 (the Act) which means that Councils can now decide to enable trading on Easter Sunday, by developing a local policy. This means that each district throughout New Zealand can decide on what best suits their own community needs. Currently there are particular businesses that can trade on Easter Sunday including dairies, service stations, takeaway food shops, restaurants, cafes, souvenir shops, pharmacies, and garden centres.

The policy cannot specify particular shops or types of shops to open, or specify times when shops can open, or impose any other conditions. A policy on trading during Easter Sunday will affect all shops, as it could mean all shops can open and trade, not just those that are currently exempted as defined by the Act. If a policy was developed, there is still the option for shops to remain closed if they choose to do so.



The Act includes provisions that protect an employee's right to a day off. These provisions are:  
 1) an employee may refuse to work Easter Sunday without providing any reason; and  
 2) an employee who chooses not to work on Easter Sunday cannot be treated adversely as a result of this choice.

Therefore the implementation of a policy does not remove any person's right to that day off. Also residents who believe trade should not occur on Easter Sunday can exercise their personal choice not to shop on this day.

At its 2 August 2017 meeting, Council decided that it is timely to engage with the community about Easter Sunday shop trading and whether the current situation is still desirable. At that meeting, Council staff were directed to complete a proposal for public consultation for consideration at the 13 September 2017 Council meeting. Council has committed to considering the community's views on Easter Sunday shop trading (including the option to retain the status quo position) prior to making a formal decision before Easter 2018.

### Proposal

Attachment 2 of this report provides the Council's Statement of Proposal for reviewing Easter Sunday shop trading and it sets out the issue, the decision for the Council, and the feedback that is sought from the community.

The Council is deciding and seeking community feedback on whether:

1. All (or some) shops are given the choice to trade on Easter Sunday;  
OR
2. The status quo, being only shops defined under the current law, are allowed to trade on Easter Sunday.

To support this decision, and comply with legal requirements, the Statement of Proposal includes three options for the community to provide feedback on and the Council to decide. These are:

- **Option 1 – Status Quo (No Easter Sunday shop trading policy required.)**  
*This option means that, apart from the current trading exemptions, as set out in the Statement of Proposal, Easter Sunday shop trading would not be permitted.*
- **Option 2 – Approve an Easter Sunday shop trading policy that covers the entire Waitaki District.**  
*This option means that shops throughout the district would have the choice of opening or not, without penalty. Workers would continue to be able to refuse to work on Easter Sunday, without penalty. If after community feedback the Council decided that Easter Sunday trading was desirable, its preference would be to approve the Draft Waitaki District Easter Sunday shop trading policy included in the Statement of Proposal (Attachment 2).*
- **Option 3 – Approve a policy that applies to specific areas in the Waitaki District.**  
*This approach would mean that shops within defined areas in the district could decide whether or not to open, without penalty. While this is not a preferred option for Council, it remains open-minded to reasons why a targeted approach would be better than option 2.*

### Consultation and decision-making

As outlined in the Act, a period of one month's community consultation using the special consultative procedure (SCP) is required for any local Easter Sunday shop trading policy utilising section 83 of the Local Government Act 2002 (LGA02). Council staff have prepared a communication plan to support the implementation of the SCP. The key elements of this plan include:

- Consultation content (Attachment 3) that summarises the issue, decision options and feedback opportunity for the community. This content will be made available across the following channels:
  - Media release/s
  - Newspaper notices
  - Link article
  - Facebook post/s.
- Timeframe for consultation:

- 13 September 2017 - Council approves the Statement of Proposal for one month's public consultation
- 18 September to 18 October 2017 - Submissions period open
- 1 November 2017 - Public hearing of submissions
- 8 November 2017 - Deliberations workshop
- 15 November 2017 - Council meeting to decide if a policy for Easter Sunday shop trading for the Waitaki District is required.



Mike Roesler  
**Policy and Communications Manager**



Lisa Baillie  
**Customer Services Group Manager**

#### **Attachments**

1. Additional Decision-Making Considerations
2. Waitaki District Easter Sunday shop trading Statement of Proposal (including Draft Waitaki District Easter Sunday shop trading policy 2017)
3. Consultation Document (circulated separately)

## **Attachment One: Additional Decision Making Considerations**

The following matters have been considered in making the decisions.

### **Waitaki Community Outcomes**

This project will contribute to the following community outcome:

- We enable opportunities for new and existing businesses
- We understand the diverse needs of our community

### **Policy and Plan Considerations**

The Draft Waitaki District Easter Sunday shop trading policy 2017 is consistent with Council's policy making powers under the Shop Trading Hours Act 1990.

### **Legal**

The Council has a choice under the Shop Trading Hours Act 1990 to have an Easter Sunday shop trading policy. In deciding if this is desirable the Council is required to consult under the provisions of the Local Government Act 2002. Council has completed a draft Easter Sunday shop trading policy in accordance with Part 2(1) Section 5A of the Shop Trading Act 1990 and has included this policy in a Statement of Proposal to be consulted with the local community under section 83 of the Local Government Act 2002 (LGA02). The recommendations in this 13 September 2017 report reflect these legal requirements.

### **Significance**

An Easter Sunday Shop Trading policy will confirm Council's position on whether it is legal or not to trade on Easter Sunday (unless businesses already have exemptions under the Act).

### **Financial and Economic Considerations**

There are no direct financial or economic considerations for Council, however, the decision will affect local businesses ability to trade or not on Easter Sunday (unless they already are exempted to do so).

### **Community Views and Consultation**

The community will be consulted on the proposed position along with the option to retain the status quo over a one month period as required under the special consultative procedure of the LGA02. A Consultation Document has been developed in order to gain public input.

### **Environmental Considerations**

There are no specific environmental considerations resulting from the development an Easter Sunday shop trading policy.

### **Cultural and Community Board Considerations**

There are no specific considerations resulting from the development an Easter Sunday shop trading policy. Iwi and Community Boards will have the opportunity to express their views as part of the one month's public consultation period.

### **Social Considerations**

Any position on Easter Sunday shop trading will affect social wellbeing.

## **Attachment 2: Waitaki District Easter Sunday Shop Trading Statement of Proposal (including Draft Waitaki District Easter Sunday Shop Trading Policy 2017)**

### **Introduction**

Waitaki District Council is considering if a change allowing all shops the choice of whether they trade or not on Easter Sunday is desirable. Currently not all shops have that choice, with many unable to trade.

The government has given this choice to local councils, and Council considers it the right time for our district to consider this issue and provide direction for the future.

This is an opportunity for the community to have their say and the Council is seeking feedback on whether:

1. All (or some) shops are given the choice to trade on Easter Sunday;
- OR
2. The status quo, being only shops defined under the law, are allowed to trade on Easter Sunday.

This proposal provides more information including; what shops, where would this apply, and how could Council apply these options.

### **Background**

The Shop Trading Hours Act 1990 (the Act) was amended in 2016 to enable Councils to decide whether retailers in their districts can open on Easter Sunday. The Act allows Waitaki District Council to introduce a local policy to allow for shop trading in their entire district or in limited areas on Easter Sunday. Prior to the amendment, the Act only permitted shops selling certain types of goods (dairies, service stations and garden centres) to remain open on Easter Sunday.

Guiding documents (available at [www.employment.govt.nz](http://www.employment.govt.nz)) state that Easter Sunday is not a public holiday. As a result employees are paid their usual pay for working on a Sunday and are not entitled to an alternative holiday or time in lieu. However, under the act, employees have the right to refuse to work on Easter Sunday. They are not required to provide the employer with a reason for refusing to work on Easter Sunday.

### **Reason to develop a policy**

If the Council, following feedback from the community, decided that trading on Easter Sunday was desirable then, to allow this, an Easter Sunday shop trading policy would be approved. Or, from the opposite view, no policy would be approved if the Council decided that Easter Sunday shop trading was not desirable.

If Council does not adopt a policy the status quo would apply. This means shops that are currently allowed to open on Easter Sunday could continue to do so. This includes:

- dairies,
- service stations,
- takeaway food shops, restaurants, cafes,
- souvenir shops,
- pharmacies,
- garden centres.

Other shop owners would remain bound by the current ban on Easter Sunday trading and so would have to remain closed. Shops that do not comply with current restrictions risk being fined up to \$1000. This is enforced by the Labour inspectorate and not by Council.



## Options

The Council has identified three options regarding a local Easter Sunday shop trading policy and these are provided below.

### Option 1 – No policy

This option would keep the status quo across the Waitaki District which means that, apart from the current exemptions as described above, Easter Sunday shop trading would not be permitted.

### Option 2 – Approve a policy that covers the entire Waitaki District

This option means that shops throughout the district would have the choice of opening or not, without penalty. Workers would continue to be able to refuse to work on Easter Sunday, without penalty.

If after community feedback the Council decided that Easter Sunday trading was desirable, its preference would be to approve the draft policy.

If a policy was approved it would only apply to Easter Sunday noting there is no provision in the Act, or any other Act, for councils to create a policy allowing shop trading on Good Friday, ANZAC day morning or Christmas day. In addition this policy cannot cover the sale of alcohol which is regulated by the Sale and Supply of Alcohol Act 2012.

### Option 3 – Approve a policy that applies to specific areas in the Waitaki District

This approach would mean that shops within defined areas in the district could decide whether or not to open, without penalty.

While this is not a preferred option for Council, it remains open to community feedback on any compelling reasons why a targeted approach would be better than option 2.

## Key considerations

### Tradition, family and cultural choices

Easter Sunday is a significant day to many New Zealanders. Easter Sunday is both a religious holy day and traditional New Zealand day off. Due to the significance of this day it is understandable that some people would choose not to work on Easter Sunday. There are also people who would prefer that the significance of the day is acknowledged by shops remaining closed.

The Act includes provisions that protect an employee's right to that day off. These provisions are:

- 1) an employee may refuse to work Easter Sunday without providing any reason; and
- 2) an employee who chooses not to work on Easter Sunday cannot be treated adversely as a result of this choice.

The implementation of a policy therefore does not remove any person's right to a day off. The introduction of a policy does not obligate residents to shop. Residents who believe trade should not occur on Easter Sunday can exercise their personal choice not to shop on this day. Implementing a local Easter Sunday shop trading policy will allow shops to open, if they choose; it cannot require people to shop.

### Promotion of economic activity in the Waitaki district

Allowing all shops to trade on Easter Sunday will promote economic activity in the Waitaki District. Allowing shops to trade on Easter Sunday provides an additional opportunity for shops to generate income.

Any decision on Easter Sunday trade must consider the current economic climate and the future desire of the district to allow trade on Easter Sunday. If adopted a local Easter Sunday shop trading policy can only be altered, amended or revoked using the special consultative process detailed in the Local Government Act 2002 (LGA02).

### Tourism

Tourists are attracted to a number of locations throughout the district. The Waitaki District is a growing tourist destination, attracting and catering for both international and domestic visitors. The Easter Sunday closure can have a confusing effect on international tourists who expect to find New Zealand shops trading on Sundays. A tourist's confusion may be further increased by those shops with exemptions being open, creating an inconsistent operating environment.

The development of a local policy could improve the district's ability to cater for tourists. It will provide them with a further activity to undertake in the district (shopping), and allow tourists to cater for their everyday needs.

Considering these matters there is no obvious rationale to restrict Easter Sunday trade to any specific part or parts of the district. If an Easter Sunday shop trading policy is developed Council believes it should threat all areas of the district equally.

### Consultation and submissions

Anyone can make a submission and we encourage you to let us know your views. This feedback will be used during the final stages of the decision making process.

### Why make a submission?

Submissions are a record of your views/preferences on a particular issue. By making a submission you can ensure that your voice is heard by councillors to assist them in their decision making. It is important that you tell us what you think. This means we are more likely to ensure we receive accurate results on what our communities think.

### When can I make a submission?

The submission period for considering options on Easter Sunday shop trading in the Waitaki District opens on Monday, 18 September 2016 and closes at 5pm on Wednesday, 18 October 2017.

### How can I make a submission?

Any person may make a submission. In addition, if you wish to present your comments in person, Council will hear verbal submissions on Wednesday, 1 November 2017 (or as early thereafter as possible). Please provide a phone number or e-mail address to enable Council staff to contact you if you wish to verbally present your submission.

Written submissions are to be received by Waitaki District Council by **5pm on Wednesday, 18 October 2017**.

The LGA02 requires submissions to be made available to the public. Your contact details are collected so the Council can:

- Contact you if required e.g. to clarify your submission, or communicate our decision(s) on your submission(s)
- Arrange a date and time if you choose to speak to the Council on your submission.

Submission are public documents and therefore available to the public as part of the Council's decision-making. All information contained within the submissions including name, address, and other contact information will be publicly available.

### Submissions can be:

Online: [www.waitaki.govt.nz/consult](http://www.waitaki.govt.nz/consult)

Posted to: Waitaki District Council

Private Bag 50058, Oamaru 9444

Delivered to:

Waitaki District Council

20 Thames Street, Oamaru

Or

Waihemo Service Centre,

54 Tiverton Street, Palmerston

Emailed to: [consult@waitaki.govt.nz](mailto:consult@waitaki.govt.nz)

### What happens next?

Following the closing of submissions, all submissions will be reviewed by councillors. Verbal submissions will be heard and all submissions formally considered at a Council hearing on Wednesday, 1 November 2017 (or as soon thereafter as possible). This meeting is open to both submitters and the public to attend. A decision on Easter Sunday Shop Trading is then formalised in a following Council meeting.

### Important Dates to Remember

- Submissions open – Monday 18 September 2016
- Submissions close – 5pm, Wednesday 18 October 2017
- Hearing of submissions – Wednesday 1 November 2017
- Deliberations workshop – Wednesday 8 November 2017
- Decision on Waitaki District Easter Sunday shop trading position – is planned for Wednesday 15 November 2017

If you have any further queries or would like further copies of the proposed policy, please contact Alena Lynch, communications advisor on 03 433 0300.

## Draft Waitaki District Easter Sunday shop trading policy 2017

### 1. Purpose

The purpose of this policy is to provide shops with the ability to choose if they open for trade on Easter Sunday.

### 2. Definitions

For the purposes of this policy any term defined in section 2 of the Shop Trading Hours Act 1990 has the same meaning as provided for in that act.

In the Shop Trading Hours Act 1990 **shop** means a building, place, or part of a building or place, where goods are kept, sold, or offered for sale, by retail; and includes an auction mart, and a barrow, stall, or other subdivision of a market; but does not include-

- (a) A private home where the owner or occupier's effects are being sold (by auction or otherwise); or
- (b) A building or place where the only business carried on is that of selling by auction agricultural products, pastoral products, and livestock, or any of them; or
- (c) A building or place where the only business carried on is that of selling goods to people who are dealers, and buy the goods to sell them again.

**Waitaki District** is the area of 7,152 square kilometres which include the whole of the Waitaki district territorial boundary. The Waitaki district is shown on the map provided below.

### 3. Scope

This policy applies to the Waitaki District as defined in this policy.

This policy does not apply to the sale or supply of alcohol. Alcohol sale and supply is regulated under the Sale and Supply of Alcohol Act 2012.

### 4. Shop trading permitted

Shop trading is permitted in the Waitaki District on Easter Sunday.

### 5. Employee and employer choice

Waitaki District Council acknowledges the significance of Easter Sunday to New Zealanders. Nothing in this policy requires shops to open or employees to work on Easter Sunday.

The Shop Trading Hours Act 1990 includes provisions that protect an employee's right to refuse to work on Easter Sundays. In accordance with this Act, an employee may refuse to work Easter Sunday without providing any reason; and without receiving any repercussions for exercising this right.



## 6. Policy administration

### 6.1 Policy adopted

This policy was adopted by Waitaki District Council on .....

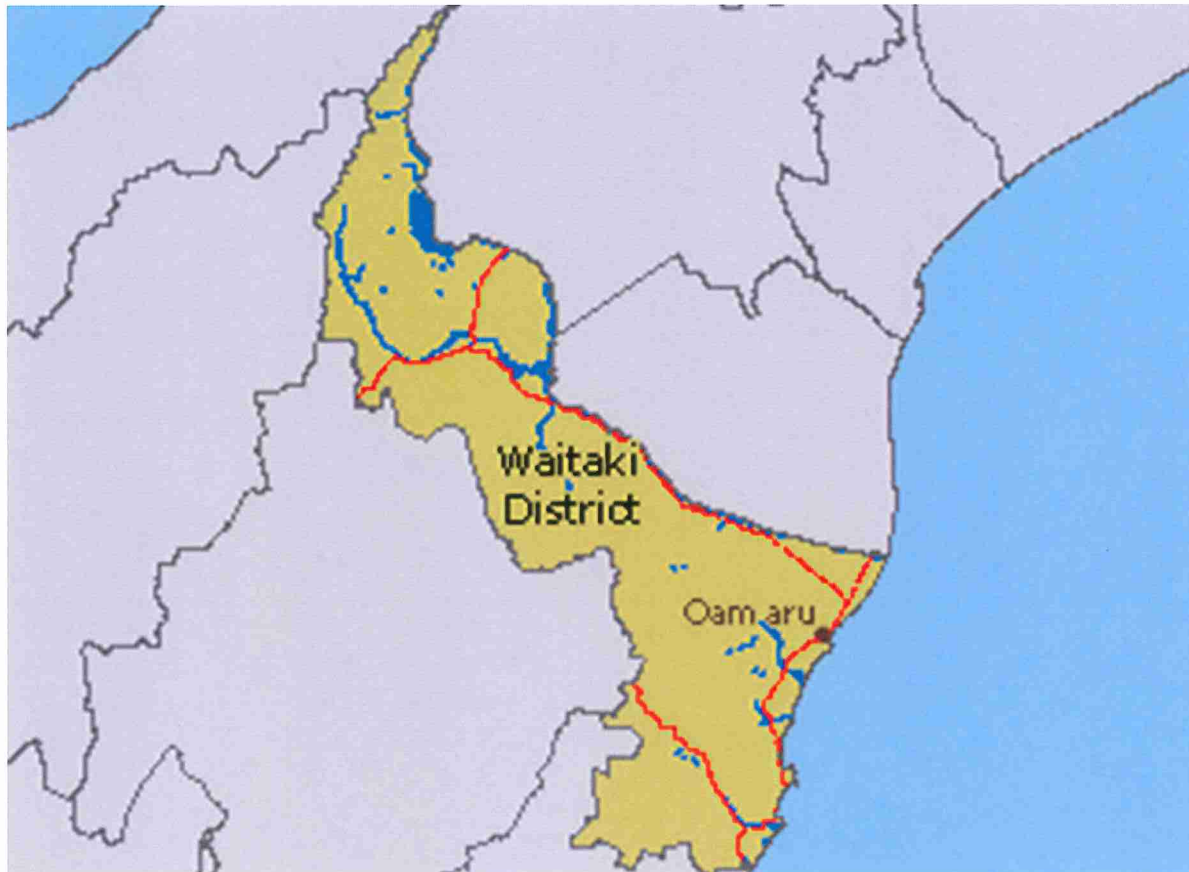
### 6.2 Relevant legislation

Shop Trading Hours Act 1990

### 6.3 Review

In accordance with Section 5C (2) of the Shop Trading Hours Amendment Act 2016, this Policy must be reviewed within five years of its adoption. The special consultative procedure must be used to review, revoke, replace or continue this policy without amendment.

## Map of the Waitaki District



**Appendix Three:** Consultation Document (circulated separately)



# Waitaki

DISTRICT COUNCIL  
TE KAUNIHERA Ā ROHE O WAITAKI

# EASTER SUNDAY SHOP TRADING

PUBLIC CONSULTATION DOCUMENT

== *Sorry, we're* ==

***Closed***



# EASTER SUNDAY SHOP TRADING

Central Government has now given councils the right to have a policy allowing more businesses to open on Easter Sunday. We want to know your thoughts - should we adopt this policy, or keep the status quo?

## THE LEGISLATION

The Shop Trading Hours Amendment Act 2016 gave councils, including Waitaki District Council, the ability to adopt a local policy enabling shops to trade within all or parts of our district on Easter Sunday. Under the Act we do not have to have a policy.

## STATUS QUO: WHO CAN OPEN NOW

Currently, not all business are able to trade on Easter Sunday. Businesses that can open on Easter Sunday, whether we have a policy or not, include dairies, service stations, takeaway food shops, restaurants, cafes, souvenir shops, pharmacies, and garden centres.

## EASTER SUNDAY ONLY

This law relates only to Easter Sunday. It does not apply to Good Friday, Anzac Day morning or Christmas Day. If a business does not currently comply with restrictions they may be fined up to \$1,000. This is enforced by the Labour Inspectorate, not by Council.



## WHY OPEN

The ability to open on Easter Sunday will allow some businesses and employees the option to trade and earn extra money, and can promote tourism.

## WHY NOT OPEN

We lose a 'non-work' day (as Easter Sunday is normally a holiday). There is less family time for employees and business owners. The religious significance of the day is not recognised in the same way.

## SPECIAL PROTECTION

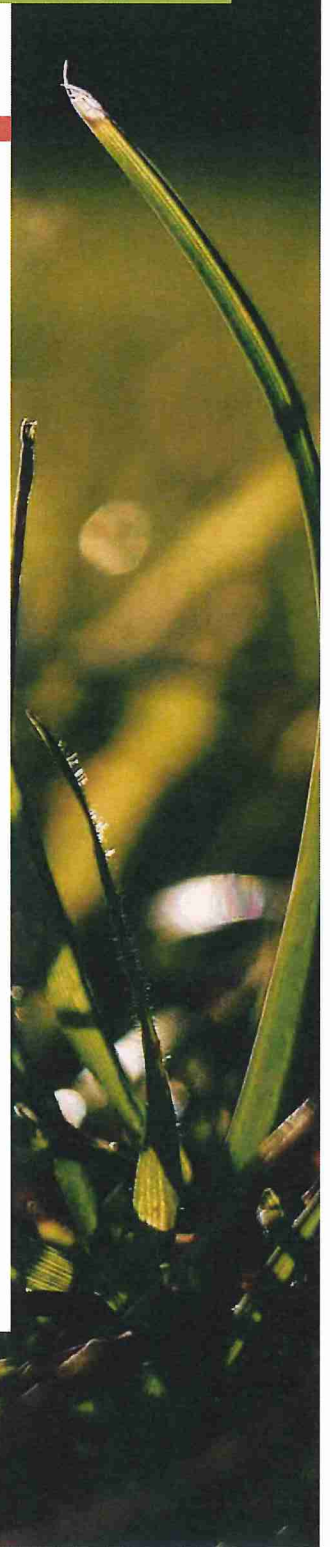
Employees are protected under the Act to have a day off and may decide not to work on Easter Sunday (without providing a reason). Should a business open on Easter Sunday, and employee/s choose not to work, they cannot be treated adversely as a result of their choice.

## WHERE TO NOW?

Tell us if you believe we should have a policy allowing shops and businesses to open on Easter Sunday. If you think we should have a policy, should it be district-wide or restricted to certain areas of the district? Or, do you think the status quo should remain (remembering that some businesses are already permitted to open on Easter Sunday).

## IMPORTANT DATES

Consultation opens:	Monday 18 September
Consultation closes:	Wednesday 18 October
Public hearings:	Wednesday 1 November
Council decision:	Wednesday 15 November



# Have your say

## Easter Sunday Shop Trading Submission Form

Name \_\_\_\_\_

Address \_\_\_\_\_

Organisation (if applicable) \_\_\_\_\_

Phone number \_\_\_\_\_

Email Address \_\_\_\_\_

1. Should we adopt an Easter Sunday Shop Trading Policy allowing businesses to open on Easter Sunday? ☐ Yes ☐ No
2. If 'yes', should trading be restricted to certain parts of the Waitaki district? ☐ Yes ☐ No
3. If 'yes', what parts of the district should be allowed to trade on Easter Sunday:


Do you have any comments? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### Key Dates

**Consultation opens:** Monday 18 September  
**Hearings:** Wednesday 1 November

**Consultation closes:** Wednesday 18 October  
**Final decision:** Wednesday 15 November

Do you wish to present your comments to Council? ☐ Yes (we will contact you to arrange a suitable time.) ☐ No

**Please note:** The Local Government Act 2002 requires submissions to be made available to the public. Your contact details are collected so we can write and inform you of the decision on your submission and to arrange a time for you to speak (if you choose to). Your name, address and contact details will be publicly available. If you do not supply your name and address we will formally receive your submission, but will not be able to inform you of the outcome.

# Waitaki District Council Report

**From** Payroll Administrator  
Customer Services Group Manager

**Date** 13 September 2017

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## Warrants of Appointment

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### Recommendation

That Waitaki District Council resolves as follows:

- 1) Waitaki District Council hereby appoints **Warren James Johnston** as:
  - a) An 'Enforcement Officer' under Section 177 of the Local Government Act 2002 with authority to exercise the following powers:
    - i) Entry of private land (s171);
    - ii) Entry for enforcement purposes (s172);
    - iii) Entry in cases of emergency (s173); and
    - iv) Authority to act (s174).
  - b) An 'Enforcement Officer' under Section 38 of the Resource Management Act 1991 with authority to exercise all the powers of an Enforcement Officer under the Resource Management Act 1991, and in particular the following powers:
    - i) Avoid, Remedy or Mitigate Adverse Effects (s17);
    - ii) Acquire Information (s22);
    - iii) Issue an Abatement Notice (s322);
    - iv) Carry out, at any reasonable time, inspections of any place or structure (except a dwelling house) (s332);
    - v) Issue an excessive noise direction (s327);
    - vi) Enter private land to ensure compliance with an excessive noise direction (s328);
    - vii) Take preventative or remedial action (s330);
    - viii) Enter for survey (s333);
    - ix) Seize property (s323) & (s328); and
    - x) Return property (s336).
  - c) A 'Litter Control Officer' under Section 5 of the Litter Act 1979 with authority to exercise all the powers of a Litter Control Officer under the Litter Act 1979.
- 2) Waitaki District Council hereby appoints **Leon Daniel Kruskopf** as:
  - a) An 'Enforcement Officer' under Section 177 of the Local Government Act 2002 with authority to exercise the following powers:
    - i) Entry of private land (s171);
    - ii) Entry for enforcement purposes (s172);
    - iii) Entry in cases of emergency (s173); and
    - iv) Authority to act (s174).
  - b) An 'Enforcement Officer' under Section 38 of the Resource Management Act 1991 with authority to exercise all the powers of an Enforcement Officer under the Resource Management Act 1991, and in particular the following powers:
    - i) Avoid, Remedy or Mitigate Adverse Effects (s17);
    - ii) Acquire Information (s22);
    - iii) Issue an Abatement Notice (s322);
    - iv) Carry out, at any reasonable time, inspections of any place or structure (except a dwelling house) (s332);
    - v) Issue an excessive noise direction (s327);
    - vi) Enter private land to ensure compliance with an excessive noise direction (s328);
    - vii) Take preventative or remedial action (s330);
    - viii) Enter for survey (s333);



- ix) Seize property (s323) & (s328); and
  - x) Return property (s336).
- c) A 'Litter Control Officer' under Section 5 of the Litter Act 1979 with authority to exercise all the powers of a Litter Control Officer under the Litter Act 1979.
- 3) Waitaki District Council hereby appoints **Jason Evered** as:
- a) An 'Enforcement Officer' under Section 177 of the Local Government Act 2002 with authority to exercise the following powers:
    - i) Entry of private land (s171);
    - ii) Entry for enforcement purposes (s172);
    - iii) Entry in cases of emergency (s173); and
    - iv) Authority to act (s174).
  - b) An 'Enforcement Officer' under Section 38 of the Resource Management Act 1991 with authority to exercise all the powers of an Enforcement Officer under the Resource Management Act 1991, and in particular the following powers:
    - i) Avoid, Remedy or Mitigate Adverse Effects (s17);
    - ii) Acquire Information (s22);
    - iii) Issue an Abatement Notice (s322);
    - iv) Carry out, at any reasonable time, inspections of any place or structure (except a dwelling house) (s332);
    - v) Issue an excessive noise direction (s327);
    - vi) Enter private land to ensure compliance with an excessive noise direction (s328);
    - vii) Take preventative or remedial action (s330);
    - viii) Enter for survey (s333);
    - ix) Seize property (s323) & (s328); and
    - x) Return property (s336).
  - c) An 'Authorised Person' under Section 206 of the Building Act 2004 with authority to exercise all the powers of an Authorised Person/Enforcement Officer/Agent under the Building Act 2004, and in particular the following powers:
    - i) Inspection by building consent authority (s90);
    - ii) Inspection by territorial authority (s111);
    - iii) Measures to avoid immediate danger or to fix unsanitary conditions (s129);
    - iv) Inspection of building work under notice to fix (s167);
    - v) Request information or production of documents (s207a);
    - vi) Inspection by territorial authority (s222); and
    - vii) Issue infringement notices (s372)
  - d) An 'Inspector' under Section 6 of the Machinery Act 1950 with authority to exercise all the powers of an Inspector under the Machinery Act 1950.
  - e) An 'Officer' under Section 23 of the Amusement Devices Regulations 1978 with authority to exercise all the powers of an Officer under the Amusement Devices Regulations 1978.
  - f) A 'Litter Control Officer' under Section 5 of the Litter Act 1979 with authority to exercise all the powers of a Litter Control Officer under the Litter Act 1979.
- 4) Waitaki District Council hereby appoints **Graham Bruce MacLeod** as:
- a) An 'Enforcement Officer' under Section 177 of the Local Government Act 2002 with authority to exercise the following powers:
    - i) Entry of private land (s171);
    - ii) Entry for enforcement purposes (s172);
    - iii) Entry in cases of emergency (s173); and
    - iv) Authority to act (s174).
  - b) An 'Enforcement Officer' under Section 38 of the Resource Management Act 1991 with authority to exercise all the powers of an Enforcement Officer under the Resource Management Act 1991, and in particular the following powers:



- i) Avoid, Remedy or Mitigate Adverse Effects (s17);
    - ii) Acquire Information (s22);
    - iii) Issue an Abatement Notice (s322);
    - iv) Carry out, at any reasonable time, inspections of any place or structure (except a dwelling house) (s332);
    - v) Issue an excessive noise direction (s327);
    - vi) Enter private land to ensure compliance with an excessive noise direction (s328);
    - vii) Take preventative or remedial action (s330);
    - viii) Enter for survey (s333);
    - ix) Seize property (s323) & (s328); and
    - x) Return property (s336).
  - c) An 'Authorised Person' under Section 206 of the Building Act 2004 with authority to exercise all the powers of an Authorised Person/Enforcement Officer/Agent under the Building Act 2004, and in particular the following powers:
    - i) Inspection by building consent authority (s90);
    - ii) Inspection by territorial authority (s111);
    - iii) Measures to avoid immediate danger or to fix unsanitary conditions (s129);
    - iv) Inspection of building work under notice to fix (s167);
    - v) Request information or production of documents (s207a);
    - vi) Inspection by territorial authority (s222); and
    - vii) Issue infringement notices (s372)
  - d) An 'Inspector' under Section 6 of the Machinery Act 1950 with authority to exercise all the powers of an Inspector under the Machinery Act 1950.
  - e) An 'Officer' under Section 23 of the Amusement Devices Regulations 1978 with authority to exercise all the powers of an Officer under the Amusement Devices Regulations 1978.
  - f) A 'Litter Control Officer' under Section 5 of the Litter Act 1979 with authority to exercise all the powers of a Litter Control Officer under the Litter Act 1979.
- 5) Waitaki District Council hereby appoints **Hamish Nigel Barrell** as:
- a) An 'Enforcement Officer' under Section 177 of the Local Government Act 2002 with authority to exercise the following powers:
    - i) Entry of private land (s171);
    - ii) Entry for enforcement purposes (s172);
    - iii) Entry in cases of emergency (s173); and
    - iv) Authority to act (s174).
  - b) An 'Enforcement Officer' under Section 38 of the Resource Management Act 1991 with authority to exercise all the powers of an Enforcement Officer under the Resource Management Act 1991, and in particular the following powers:
    - i) Avoid, Remedy or Mitigate Adverse Effects (s17);
    - ii) Acquire Information (s22);
    - iii) Issue an Abatement Notice (s322);
    - iv) Carry out, at any reasonable time, inspections of any place or structure (except a dwelling house) (s332);
    - v) Issue an excessive noise direction (s327);
    - vi) Enter private land to ensure compliance with an excessive noise direction (s328);
    - vii) Take preventative or remedial action (s330);
    - viii) Enter for survey (s333);
    - ix) Seize property (s323) & (s328); and
    - x) Return property (s336).
  - c) A 'Litter Control Officer' under Section 5 of the Litter Act 1979 with authority to exercise all the powers of a Litter Control Officer under the Litter Act 1979.

- 6) Waitaki District Council hereby appoints **Phillip Bone** as:
- a) An 'Enforcement Officer' under Section 177 of the Local Government Act 2002 with authority to exercise the following powers:
    - i) Entry of private land (s171); and
    - ii) Authority to act (s174).
  - b) An 'Authorised Person' under Section 206 of the Building Act 2004 with authority to exercise all the powers of an Authorised Person/Enforcement Officer/Agent under the Building Act 2004, and in particular the following powers:
    - i) Inspection by building consent authority (s90);
    - ii) Inspection by territorial authority (s111);
    - iii) Request information or production of documents (s207a);
    - iv) Inspection by territorial authority (s222); and

### Background and Objective

This resolution is required to provide enforcement powers for Council's new "Contracts Engineer – Water and Waste Operations", "Technical Officer – Roading", "Territorial Authority Officer", "Building Control Officer", "Planning Manager" and a Contractor of the Regulatory Services Unit.

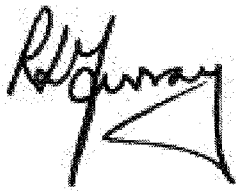
### Summary of Decision Making Criteria

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

### Significance and Outcomes

This decision is of low significance. It relates to the following outcome:

- Our Local and Central Governments demonstrate efficient and effective use of resources.



Rob Murray  
Payroll Administrator



Lisa Baillie  
Customer Services Group Manager

# Waitaki District Council Report

From Interim Planning Manager

Date 13 September 2017

## Amendments to the Register of Delegations

### Recommendation

That Council:

1. Approves the amendments to the Resource Management Act 1991 delegations to Officers in Schedule 2 of the "Register of Delegations to Elected Members" as outlined in the table below:

Section	Amendments to RMA delegations
Section 36AAA and 36AAB	<b>Criteria for fixing administrative charges</b> Delegate to Chief Executive Officer, Group Manager, and Planning Manager.
Sections 58L-U	<b>New subpart 2 of Part 5 and new subpart 3 heading in Part 5 inserted. Mana Whakahono a Rohe: Iwi participation arrangements.</b> Delegate to Chief Executive Officer, Group Manager, and Planning Manager.
Section 80A, B and C	<b>New subparts 4 and 5 of Part 5 and new subpart 6 heading in Part 5 inserted. 80A Use of collaborative planning process, 80B Purpose, scope, application of Schedule 1, and definitions. 80C Application to responsible Minister for direction.</b> Delegate to Chief Executive Officer, Group Manager, and Planning Manager.
Section 87AAB - D	<b>Boundary activities and fast-track applications.</b> Delegate to Chief Executive Officer, Group Manager, and Planning Manager. Senior Planner, Resource Management Planner and Planner (make recommendations and give notice only).
Section 87BA-BB	<b>Give notice that the activity is a permitted activity.</b> Delegate to Chief Executive Officer, Group Manager, and Planning Manager. Senior Planner, Resource Management Planner and Planner (make recommendations and give notice only).
Section 95,95A-E	<b>Decide when public notification or limited notification of a consent application is required.</b> Group sections 95A-E and include section 95. Same as staff already delegated for Sections 95A-E.

### Objective of the Decision

This report seeks Council's approval of the suggested amendments to the Resource Management Act Delegations to staff, Schedule 2 of the Register of Delegations to Elected Members. This will enable the delegated officer(s) to complete Resource Management Act (RMA) functions.

### Summary

Resource Management Act delegations are monitored on a regular basis and reported back to Council for amendment as required, in response to legislative changes. Exercise of the powers reserved to Council for the administration of the Resource Management Act 1991 requires amending in light of the recent governmental changes to the Act known as the Resource Legislation Amendment Act 2017 (RLAA).

The Resource Legislation Amendment Act 2017 obtained Royal assent on 18 April 2017. The second stage of legal changes apply from 18 October 2017. An amendment to the current Schedule 2 of the Register of Delegations will enable staff to continue to exercise powers and perform their RMA functions.

### Summary of Decision Making Criteria

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

### Background

The Resource Legislation Amendment Act 2017 (RLAA) represents the Government's second phase of reform of the Resource Management Act (RMA). This is the most comprehensive package of reforms to the RMA since its inception 26 years ago. Together these changes aim to deliver substantive improvements to the resource management system to support more effective environmental management and drive capacity for development and economic growth. In particular the amendments aim to provide stronger national direction, a more responsive planning process, a streamlined resource consent process, and better alignment with other legislation.

The link to the Ministry for the Environment (MfE) is provided below. The MfE provides information about the legislative changes and how this will impact Councils.

<http://www.mfe.govt.nz/rma/reforms-and-amendments/about-resource-legislation-amendment-act-2017>

The Resource Legislation Amendment Act 2017 obtained Royal assent on 18 April 2017. Some sections came into effect immediately and other sections are staged. The following amendments (Table 1) to Council's RMA 1991 delegations to staff are recommended as a result of the second stage legal amendments, and apply from 18 October 2017:

Recommended amendments to Council delegations to staff under the Resource Management Act 1991	
Section	Amendments to RMA delegations
Section 36AAA and 36AAB	<b>Criteria for fixing administrative charges</b> Delegate to Chief Executive Officer, Group Manager, and Planning Manager.
Sections 58L-U	<b>New subpart 2 of Part 5 and new subpart 3 heading in Part 5 inserted. Mana Whakahono a Rohe: Iwi participation arrangements.</b> Delegate to Chief Executive Officer, Group Manager, and Planning Manager.
Section 80A, B and C	<b>New subparts 4 and 5 of Part 5 and new subpart 6 heading in Part 5 inserted. 80A Use of collaborative planning process, 80B Purpose, scope, application of Schedule 1, and definitions. 80C Application to responsible Minister for direction.</b> Delegate to Chief Executive Officer, Group Manager, and Planning Manager.
Section 87AAB - D	<b>Boundary activities and fast-track applications.</b>



	Delegate to Chief Executive Officer, Group Manager, and Planning Manager. Senior Planner, Resource Management Planner and Planner (make recommendations and give notice only).
Section 87BA-BB	<b>Give notice that the activity is a permitted activity.</b> Delegate to Chief Executive Officer, Group Manager, and Planning Manager. Senior Planner, Resource Management Planner and Planner (make recommendations and give notice only).
Section 95,95A-E	<b>Decide when public notification or limited notification of a consent application is required.</b> Group sections 95A-E and include section 95. Same as staff already delegated for Sections 95A-E.

The RMA has been amended to insert new section 87BA and section 87BB. Section 87BA requires councils to treat boundary activities as permitted if written approval is given by the relevant neighbour(s), and certain information is supplied to the council. Section 87BB provides a discretionary power for councils to treat an activity as permitted if there is only a 'marginal or temporary' rule breach.

The statutory tests to determine whether to give public or limited notification of a notice of requirement for a designation and notice of requirement for a heritage order are unchanged.

#### **Summary of Options Considered**

**Option 1** – Status quo, no delegation of function to staff. Any RMA decision making would require the full attendance / quorum of Council.

**Option 2** – Delegate the power to make decisions and recommendations in line with the recent Resource Management Act amendments to the Chief Executive Officer, Group Manager, and Planning Manager (recommended).

#### **Assessment of preferred option**

Option 2 is recommended because it is consistent with the Register of Delegations and will ensure business as usual continues once the Resource Management Act amendments come into force.

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

Delegated authority ensures effective decision making processes and therefore obtains efficiency and ensures timeliness in Council's day to day business activities.

#### **Conclusion**

It is recommended that Council adopts the revised Resource Management Act 1991 delegations to the Chief Executive and to staff as outlined in this report.

Sherilyn Byron  
**Interim Planning Manager**



Neil Jorgensen  
**Assets Group Manager**

#### **Attachments**

Additional decision making considerations



**Additional Decision Making Considerations**

The following matters have been considered in making the decisions.

**Financial Considerations**

There are no financial considerations relating to the process of making these amendments.

**Policy and Plan Considerations**

The proposed delegations support the Council's Governance Structure and Delegations.

**Community Views**

The views of the community in regard to Resource Legislation Amendment Act 2017 (RLAA) will continue to be represented through local councillors and the Community Boards. They will also be engaged on any decisions that affect them in accordance with Council's Significance and Engagement Policy 2016.

There are no tāngata whenua considerations relating to the process of making these amendments. This decision has a low level of significance under the Council's Significance and Engagement policy. No engagement is required.

This is a technical procedure to enable staff to perform their roles efficiently. No engagement and no consultation is necessary.

# Waitaki District Council Report

From Acting Chief Executive

Date 13 September 2017

## Release of Public Excluded Information

### Recommendation

That Council releases the Public Excluded Minutes (decisions only) of the Extraordinary Council Meeting held on 9 August 2017, pursuant to Resolution WDC17/143 and in accordance with Waitaki District Council Standing Orders 2016 to 2019, Clause 17.5.

### Objective of the Decision

To publicly release information that was initially considered during the public excluded session of an Extraordinary Council Meeting, pursuant to a resolution at that meeting and current Waitaki District Council Standing Orders.

### Summary

Council may, under its current Standing Orders, release information to the public that was considered in a public excluded session of a previous meeting. It must consider and agree by resolution what, if any, information will be released. At the end of deliberations on public excluded agenda items at the Extraordinary Council Meeting held on 9 August 2017, Council agreed by resolution to release to the public the decisions only from that session. This report is intended to give effect to that resolution.

### Background

On 29 March 2017, Council adopted revised Standing Orders that incorporated a new Clause 17.5 providing for the release to the public of information which has been considered during the public excluded session of a previous meeting. The wording of that clause is as follows:

#### Extract from "Waitaki District Council Standing Orders 2016 to 2019" (adopted 29 March 2017):

#### **"17.5 Release of information from public excluded session"**

*A local authority may provide for the release to the public of information which has been considered during the public excluded part of a meeting.*

*Each public excluded meeting must consider and agree by resolution, what, if any, information will be released to the public. In addition the chief executive may release information which has been considered at a meeting from which the public has been excluded where it is determined the grounds to withhold the information no longer exist. The chief executive will inform the subsequent meeting of the nature of the information released."*

During the public excluded session of the Extraordinary Council Meeting on 9 August 2017, Council resolved to release the decisions only of that meeting, pursuant to Clause 17.5 of its current Standing Orders, namely:

RESOLVED  
WDC17/143

Crs Hopkins / Tavendale

"That the minutes of this public excluded meeting be included in the public section of the next meeting, recording decisions only."

CARRIED

Attached is an annotated version of the public excluded minutes of the Extraordinary Council Meeting held on 9 August, recording decisions only and appropriately declassified for public release, for Council's consideration.

  
Neil Jorgensen  
Acting Chief Executive

### Attachment:

**Declassified** Public Excluded Minutes of Extraordinary Council Meeting, 9 August 2017

**~~PUBLIC EXCLUDED~~*****Released Public Excluded Minutes  
of Extraordinary Council Meeting of 9 August 2017,  
pursuant to Resolution WDC17/143 (refer below).*****Waitaki District Council****Extraordinary Council**

**Minutes of a meeting of the Waitaki District Council held in the  
Empire Room of the Oamaru Opera House, 94 Thames Street, Oamaru  
at 9.58am on Wednesday 9 August 2017**

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**Present** Mayor Kircher (Chair), Crs Tavendale, Dawson, Garvan, Holding, Hopkins, Kingan, Perkins, Wheeler and Wollstein

**Apologies** Cr Percival

**In Attendance** Mr Jorgensen (Acting Chief Executive)  
Dr Cloete (Community Services Group Manager)  
Mrs Baillie (Customer Services Group Manager)  
Mr Hope (Chief Financial Officer)  
Ms Hooper (Policy Officer – Governance)

**4. Recommendations from Executive Committee Meeting, 26 July 2017****Council Controlled Organisation (CCO) Directors' Remuneration Review**

To ensure that CCO director and chair remuneration does not fall behind market rates for comparable positions and to ensure that Council can continue to retain and attract qualified people to serve on its companies.

RESOLVED  
WDC17/141

Crs Wollstein / Tavendale  
"That Council sets the Directors fees as recommended for the Council Controlled Organisations (CCO), with effect from 1 July 2017."

CARRIED  
AGAINST: Cr Perkins

RESOLVED  
WDC17/142

Crs Hopkins / Tavendale  
"That the Executive Committee be asked to review the "Policy on the Appointment and Remuneration of Directors for Council-Controlled Organisations" (adopted September 2007 – amended May 2016), and report back with proposed changes."

CARRIED

RESOLVED  
WDC17/143

Crs Hopkins / Tavendale  
"That the minutes of this public excluded meeting be included in the public section of the next meeting, recording decisions only."

CARRIED