



# Waitaki

DISTRICT COUNCIL

TE KAUNIHERA Ā ROHE O WAITAKI

Notice of a meeting of the

## *Community Services Committee*

in the

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

**on Wednesday 11 October 2017**

### **MEMBERSHIP:**

Cr Perkins (Chair)  
Cr Wheeler ( Deputy Chair)  
Cr Holding  
Cr Kingan

Mayor Kircher (ex Officio)  
Cr Garvan  
Cr Hopkins  
Cr Wollstein

# Community Services Committee Meeting

Wednesday 11 October 2017

Whitestone Cheese Empire Room of the Oamaru Opera House,  
94 Thames Street, Oamaru

- Apologies
- Declarations of Interest

	Page
1. <b>Confirmation of Meeting Minutes</b>	
• Community Services Committee 30 August 2017	3 – 5
2. <b>Lakes Camping</b>	6 – 10
• Report and Recommendation	
3. <b>Resource Recovery Park Easement</b>	11 – 18
• Report and Recommendation	
4. <b>Community Services Group Activity Report</b>	19 – 32
• Memorandum and Recommendation	

## Community Services Committee:

Cr Perkins (Chair)	Mayor Kircher (ex Officio)
Cr Wheeler ( Deputy Chair)	Cr Garvan
Cr Holding	Cr Hopkins
Cr Kingan	Cr Wollstein

## Waitaki District Council

### Community Services Committee

#### Minutes of Community Services Committee Meeting of the Waitaki District Council held in the Whitestone Cheese Empire Room, Oamaru Opera House, 94 Thames Street, Oamaru on Wednesday 30 August 2017 at 11.06am

**Present** Crs Perkins (Chair), Garvan, Hopkins, Kingan, Wheeler, Wollstein, Mayor Kircher

**Apologies** Cr Holding

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

#### **Declarations of Interest**

There were no declarations of interest.

#### **Apologies**

RESOLVED  
CSC17/021

Cr Hopkins / Cr Wollstein  
"That the Community Services Committee accepts an apology for absence from Cr Holding."

CARRIED

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

RESOLVED  
CSC17/022

Cr Wheeler / Cr Kingan  
"That the Community Services Committee confirms meeting minutes for 19 July 2017."

CARRIED

#### **2. 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  
"That the Community Services Committee approves:  
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

### 3. 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

### 4. 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  
"That 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

### 5. BMX Track Feedback

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

RESOLVED  
CSC17/026

Cr Kingan / Cr Wollstein  
"That 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

### 6. 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  
"That 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

**7. Community Services Group Activity Report for the period  
25 June to 4 August 2017**

The purpose of this memorandum is to inform the Committee about the activities of the Community Services Group for the period 25 June to 4 August 2017.

RESOLVED  
CSC17/028

Mayor Kircher / Cr Hopkins

"That the Community Services Committee:

1. Approves expenditure of \$10,000 for urgent archaeological work at the Awamoa Foreshore Reserve
2. Confirms the source of the funding in due course."

CARRIED

RESOLVED  
CSC17/029

Mayor Wollstein / Cr Hopkins

"That the Community Services Committee receives the information."

CARRIED

RESOLVED  
CSC17/030

Cr Wheeler / Cr Perkins

"That the Community Services Committee extends a sincere vote of thanks to Dr Cloete for dedicated work by him and his team over the 7-1/2 years he has been working for Council, and best wishes for success in his new role."

CARRIED UNANIMOUSLY

There being no further business, the Chairman declared the meeting closed at 12.23pm.

Confirmed on this 11<sup>th</sup> day of October 2017 in the Whitestone Cheese Empire Room at the Oamaru Opera House, 94 Thames Street, Oamaru.

---

Chairman

# Community Services Committee Report

**From** Recreation Manager

**Date** 11 October 2017

## Lakes Camping

### Recommendations

The Community Services Committee recommends:

That Council:

1. Continues to manage Falstone, Sailors Cutting, Loch Laird, Wildlife, Otematata Boat Harbour and Parsons Rock as 'Kiwi style' camping grounds.

### Objective of the Decision

To determine whether Council should continue to manage the campgrounds or seek expressions of interest for lease(s).

### Summary

Following consultation in the 2014/15 camping season on Councils intention to lease the Lakes campgrounds, Council resolved to place a three-year moratorium to allow officers to initiate changes to improve management of lakes camping and to allow time to consider opportunities.

Council must now make a decision as to whether the current model is sustainable and meets the requirements of the Local Government Act 2002 to "meet the current and future needs of the communities – in a way that is most cost effective for households and businesses."

Officers believe there is no current driver for change, because:

- Customers are generally satisfied.
- Current management is in line with customer expectations and previously received submissions.
- We do not believe we would receive any different submission now than what were received in 2014/15.
- Net operating deficit is decreasing.
- The camping activity benefits day users, local community and tourists such as the Alps to Ocean cycle trail in addition to the campers.

If Council does make a decision to lease all or some of the camping areas to private sector interests, it must follow a notification process as required under the Reserves Act. A decision needs to be made now in order for Council to run a process over the 2017/18 camping season and implement any necessary changes in time for the 2018/19 season.

### Summary of Decision Making Criteria (Appendix One)

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

### Background

In order to reduce rate funding of Lakes camping, Waitaki District Council (WDC) in April 2011 resolved (WDC 11/14) to substantially withdraw from the active management of camp grounds within the Waitaki District Council area. Following a review of options, Council then resolved in July 2014 (WDC 14/184) to lease out or enter into long-term management contracts for Parsons

Rock, Boat Harbour, Wildlife Reserve, Loch Laird, Sailors Cutting and Falstone Campgrounds. Review Council's license for Ohau C and divest Lake Middleton area subject to discussions with Waitaki Boy's High School.

As required by the Reserves Act 1977 officers prepared a draft management plan and Council's intentions were consulted from 19 November 2014 to 23 January 2015. One hundred and fifty eight (158) submissions were received. Verbal hearings and a review of non-verbal submissions took place on 4 February 2015.

Following consideration of submissions, Council resolved:

**RESOLVED**  
**WDC15/062**

*Crs Slee/Tavendale*  
*"That Council:*

1. *Retain management of Falstone, Sailors Cutting, Loch Laird, Wildlife, Otematata Boat Harbour and Parsons Rock for a period of three years to allow officers to initiate changes to improve management of lakes camping and to allow time to consider opportunities."*

**CARRIED**

Since this decision, officers have:

- Increased promotion.
- Reduced the operating deficit.
- Surveyed the users of the camps.
- Assessed options available.

*Considerations (Also refer to Appendix One: Other decision making considerations)*

In making its decision, Council needs to take into account the following:

- a. Previous submissions received supported Council continuing to manage the campgrounds.
- b. Changing Regional Plan rules are likely to result in a requirement to upgrade/improve waste water management.
- c. Future drinking water standards may require treatment of camp water supplies.
- d. Local community, day visitors and users of the Alps 2 Ocean also use and benefit from the services and facilities provided by this activity.
- e. Planning rules may restrict development ability.
- f. Existing commercial camping opportunities already available in the Ahuriri valley.
- g. Recent flooding at Boat Harbour – unknown future costs.
- h. Public consultation/notification obligations
- i. At least 85% of camping area users reside outside of the District

#### *Options assessment*

<b>Option</b>	<b>Strengths</b>	<b>Weaknesses</b>
Option 1: Status quo	<ul style="list-style-type: none"> <li>• Council retains control</li> <li>• Retains kiwi style camping experience</li> <li>• Recognises "public good" component of camping.</li> <li>• Acknowledges these are recreation areas for general public use and not solely camping.</li> <li>• Acknowledges that public toilets benefit day visitors and A2O users and not only campers.</li> <li>• Fees stay low</li> </ul>	<ul style="list-style-type: none"> <li>• Rate contribution.</li> </ul>



Option 2: Lease all lakes camping areas	<ul style="list-style-type: none"> <li>Possible positive return to Council – this would be subject to the type of proposals Council receives.</li> </ul>	<ul style="list-style-type: none"> <li>Could still be reliance on rates funding depending on lease model (infrastructure).</li> <li>Potential for change to camping experience dependent on lease holder's preferences (status quo is unlikely to be commercially viable for a lease holder)</li> <li>Fees likely to increase to meet market rates and any redevelopment costs.</li> <li>Subject to public notification.</li> <li>Administrative costs to Council will shift to other activities.</li> </ul>
Option 3: Lease some camps / retain management of some.	<ul style="list-style-type: none"> <li>As for Options 1 and 2</li> </ul>	<ul style="list-style-type: none"> <li>As for Options 1 and 2.</li> </ul>
Option 4: Revoke vesting status and hand back camps to the Crown (DoC / LINZ)	<ul style="list-style-type: none"> <li>No impact on ratepayers</li> </ul>	<ul style="list-style-type: none"> <li>Dependent on willingness of Crown land managers to take back management of reserve land.</li> <li>Loss of control.</li> <li>Administrative costs to Council will shift to other activities.</li> </ul>

*Process from here*

If Council management is retained:

1. Continuing improvements in promoting the camps.
2. Plan for infrastructure renewals.
3. Review fee structure (assess market rates)
4. Incorporate lakes camping areas into Reserves Management Plan when it is next reviewed

If decision made to lease some or all camps:

1. Council makes call on leasing based on previous community engagement, recent research and financial information
2. Call for tenders for leases – publicly notify intention to lease as required under the Reserves Act
3. Assess tenders using discretionary activity criteria in Reserves Management Plan, assessment criteria for leases and camping area and camp values statement from the draft management plan and consider potential costs/returns for Council (timeframes TBC)
4. Incorporate Waitaki lakes camping areas into Reserves Management Plan 2014

### Summary of Options Considered

**Option 1 – (Recommended)** The Community Services Committee recommends Council continue to manage all six camps).

**Option 2** – Lease out all camps to private sector as per Reserves Act requirements.

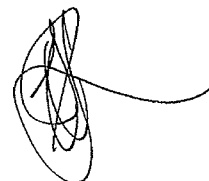
**Option 3** – Lease some camps as per Reserves Act requirements.

**Option 4** – Revoke vesting status and hand back camps to the Crown to manage (DoC / LINZ)

**Option 5** – Request additional information to enable a decision to be made.



Erik van der Spek  
Recreation Manager



Neil Jorgenson  
Assets Group Manager

### Appendices

Appendix one Additional decision making considerations



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

The following matters have been considered in making the decisions.

### **Outcomes**

This project will contribute to the following community outcomes:

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

### **Policy and Plan Considerations**

#### *Waitaki District Plan*

The camps are all zoned Rural Scenic with an Outstanding Natural Landscape (ONL) overlay at Falstone. Three camping areas are designated for Recreation purposes. (Sailor's Cutting, Parsons Rock, Falstone). For these sites, the requirements of the Reserves Act 1977 override the operative District Plan provisions. This includes activities contemplated in a management plan.

For Boat Harbour, Loch Laird and Wildlife Reserve, the provisions of the District Plan are relevant. Commercial camping (visitor accommodation) is a discretionary activity and would require resource consent in the rural scenic zone.

Earthworks are a controlled activity when exceeding 100m<sup>3</sup> or 50m<sup>2</sup> in area (requires resource consent) except when within 20 metres of waterways (discretionary activity).

Other development standards to meet for permitted activities include:

- Maximum height of buildings/structures: 10 metres
- Setback of buildings: 20 metres from state highway boundary; 6 metres from neighbouring boundaries
- No buildings within Outstanding Natural Landscape (ONL), or within 20 metres of waterways
- No earthworks within ONL, or within 20 metres of waterways
- No exotic tree planting within ONL, or within 20 metres of waterways
- Buildings in Rural scenic zone have restrictions on visual dominance e.g. colour, design

There is an opportunity to designate the remainder of the camping areas for Recreation through the District Plan process. This could reduce one legislative layer.

#### *Environment Canterbury*

Additional consents may be required from Environment Canterbury for upgrades to existing discharges. These processes can be lengthy and expensive with results not guaranteed in favour of the applicant if the activity is discretionary or non-complying. Note: existing use rights may not last.

A summary of the consent status and compliance for the camps follows.

### **Legal**

#### *Reserves Act 1977*

Territorial authorities have been delegated powers by the Minister of Conservation in respect of land administered under the Reserves Act. Relevant to this review are the powers issued to Council to lease Recreation reserves vested in Council. Under the Act, leasing to commercial enterprise for camping ground purposes must continue to "enable the public to obtain the benefit and enjoyment of the reserve or for the convenience of persons using the reserve."

Prior to any leasing, public notification would be required unless the use is contemplated in an approved management plan or the use of the camping areas has been consented through a notified resource consent process under the Resource Management Act 1991. In addition, any new buildings in the leased area would need the written approval of Council.

#### *Local Government Act 2002*

The LGA02 requires local authorities to "meet the current and future needs of the communities – in a way that is most cost effective for households and businesses."

### **Significance**

As there is a high level of community interest we deem a decision to lease to be of high significance. The Reserves Act 1977 requires public notification of any proposed lease.

### Financial and Economic Considerations

Since 2000, Council has made a financial loss on these camping areas for every year except for one (2009). (Where it is believed revenue from commercial camps was coded to this activity). User fees remain low, the balance of costs being met by a mix of general and targeted rates. In the past two years the operational deficit has been reduced.

Year	2014	2015	2016	2017
Camp Revenue	\$130,000.00	\$152,000.00	\$219,000.00	\$222,000.00
Operational costs	\$196,000.00	\$170,000.00	\$244,000.00	\$243,000.00
Depreciation	\$32,000.00	\$32,000.00	\$26,000.00	\$60,000.00
Total operating surplus (deficit)	-\$98,000.00	-\$50,000.00	-\$51,000.00	-\$81,000.00
Year	2014	2015	2016	2017
Rated Revenue ('000)	\$94,000.00	\$154,000.00	\$187,000.00	\$177,000.00

\* This excludes administrative overheads (\$30-\$40K - as these costs will shift to other council activities and not result in rate saving) and flood protection works in 2017 (as this only started in 2017).

\*\* Depreciation increased in 2017 due to revaluation.

### Community Views, Consultation and Community Board Views

Council consulted with the community on a Draft Waitaki lakes camping area management plan over the summer of 2014/15. Community feedback on the draft plan conveyed a preference to retain the "kiwi style" camping experience (limited facilities), retain low camping fees, opposition to the proposed 25% development /improvements of the camping areas, preference for Council to keep managing the camps, and concerns that the uniqueness of the camps would be lost through future privatisation.

The July 2017 Waitaki District Resident's Survey indicated 9% of those surveyed use the Waitaki lakes camping areas. The majority of users reside outside of the district. This trend was also evident through analysis of submissions to the draft management plan on the lakes camping areas in 2015.

In 2016/17, Council staff commissioned a Campground Visitor Survey. This survey describes the profile of visitors to six Waitaki lakes camps between late December 2016 and early January 2017, identifies the campers spending habits and evaluates their opinions about current and possible development of camp ground facilities. A total of 211 campsites were surveyed. 99% of those surveyed were from New Zealand. 35% of respondents were aged between 46 and 60 years, 31% were aged between 31 and 45 years. The split of caravans/motorhomes and tents was close to 50%. The average length of stay was seven (7) days. The three main reasons for choosing the camps for holidays was location, campground style, staying with friends and family. Most campers bring everything they need from home (groceries, petrol, gear) and only use the local towns for top ups. Over half of those surveyed indicated that more facilities at the camping areas would be good, in particular more toilets (15%), showers (14%), water taps (3%).

Officer discussions with the Otematata Hotel Manager indicate about half of the shuttle bus movements in summer were linked to campers use, however it is difficult to quantify the value the camping area users to local businesses compared to other holiday makers.

### Environmental Considerations

The draft management plan has mechanisms and checklists to protect environmental considerations. Any lease will need to incorporate leaseholder responsibilities for environmental issues.

### Social and Cultural Considerations

Lakes camping is a 'cultural' activity. The management plan seeks to addresses cultural behaviours through its use of management areas and development controls.

### Publicity and Communication Considerations

A public notification and submission process will need to be completed if the campgrounds are to be leased.

# Community Services Committee Report

**From** Recreation Manager

**Date** 11 October 2017

## Resource Recovery Park Easement

### Recommendations

The Community Services Committee recommends:

That Council:

1. Agrees, subject to notification and the consideration of any submissions, the granting of an easement over part of the land known as Part Section 31 Block VI Oamaru SD (OT/8A/1038) to the trustees of the Waitaki Resource Recovery Park.
2. Agrees that conditions for an easement are as follows:
  - i. Purpose of easement: Commercial vehicle access of no greater than 10 commercial vehicle movements per day for the purpose of commercial recycling at 42 Chelmer Street, Oamaru.
  - ii. Term of easement: For the life of the activity. Any change to the activity purpose will require re-negotiation with Council's Recreation unit.
  - iii. Public Access: Public access over the land will be maintained at all times.
  - iv. Maintenance and Repair: The owner will be responsible for maintaining and repairing that part of the Fenwick Park site subject to the easement agreement. Any change will need to be approved by Council's Recreation unit.
  - v. Safety: Vehicles must travel at no more than 10km and give way to pedestrians and other park users.

### Objective of the Decision

To determine whether council would allow an easement for commercial vehicle access to the Waitaki Resource Recovery Park purpose of commercial recycling.

### Summary of Decision Making Criteria (Appendix One)

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

### Background

Redevelopment of the Waitaki Resource Recovery Park site seeks to keep commercial and domestic vehicles separate for safety reasons. Domestic drop off and sales will occur on the east side of the site and commercial on the west.

The Waitaki Resource Recovery Park have assessed options to separate commercial and domestic vehicles and have determined the best option would be to gain an Easement over Fenwick Park for up to ten commercial vehicle movements per day.

An assessment of the activity is provided in Appendix Two.

### Summary of Options Considered

**Option 1** – The Community Services Committee recommends:

That Council:

1. Agrees, subject to notification and the consideration of any submissions, the granting of an easement over part of the land known as Part Section 31 Block VI Oamaru SD (OT/8A/1038) to the trustees of the Waitaki Resource Recovery Park.

2. Agrees that conditions for an easement are as follows:
- i. Purpose of easement: Commercial vehicle access of no greater than 10 commercial vehicle movements per day for the purpose of commercial recycling at 42 Chelmer Street, Oamaru.
  - ii. Term of easement: For the life of the activity - namely recycling and waste transfer at the Waitaki Resource Recovery Trust site, 42 Chelmer Street, Oamaru. Any change to the activity purpose will require re-negotiation with Council's Recreation unit.
  - iii. Public Access: Public access over the land will be maintained at all times.
  - iv. Maintenance and Repair: The owner will be responsible for maintaining and repairing that part of the Fenwick Park site subject to the easement agreement. Any change will need to be approved by Council's Recreation unit.
  - v. Safety: Vehicles must travel at no more than 10km and give way to pedestrians and other park users.

**Option 2** – Decline an Easement.

**Option 3** – Request additional information to enable a decision to be made.

### **Assessment of Preferred Option**

Option 1 is the preferred option as:

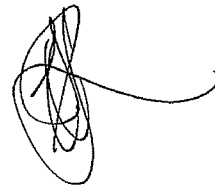
- It alleviates conflict between commercial and domestic traffic.
- It allows the Waitaki Resource Recovery Park to progress improvement to its operations.

### **Conclusion**

An easement to allow the Waitaki Resource Recovery Park access across Fenwick Park for commercial vehicles will have minimal impact on recreation activity, and also enable the Waitaki Resource Recovery Park to improve its operation and alleviate conflict between commercial and domestic users.



Erik van der Spek  
**Recreation Manager**



Neil Jorgenson  
**Assets Group Manager**

### **Appendices**

Appendix One	Additional decision making considerations
Appendix Two	Activity Assessment



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

The following matters have been considered in making the decisions.

### **Outcomes**

This project will contribute to the following community outcomes:

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

### **Policy and Plan Considerations**

The land has a Recreation designation in the district plan. A waiver will be required from the Recreation Unit for this activity.

### **Legal**

The Reserves Act requires easements be notified.

### **Significance**

This does not trigger Council's significance policy.

### **Financial and Economic Considerations**

There are no financial or economic considerations

### **Community Views, Consultation and Community board Views.**

Community views have not been sought. Community will have opportunity through the easement notification to express their views.

### **Environmental Considerations**

There are no environmental considerations.

### **Social and Cultural Considerations**

There are no social or cultural considerations.

### **Publicity and Communication Considerations**

Notification is recommended

## Appendix Two: Activity Assessment

### REPORT ON A DISCRETIONARY ACTIVITY APPLICATION UNDER THE WAITAKI RESERVES MANAGEMENT PLAN 2014

---

<b>Applicant:</b>	Waitaki Resource Recovery Park
<b>Site Address:</b>	42 Chelmer Street
<b>Legal Description:</b>	Pt Sec 31, Blk IV, Oamaru SD
<b>Activity:</b>	Commercial Vehicle access
<b>Activity Status:</b>	Discretionary Activity (RMP); Recreation Reserve (Reserves Act)

---

#### 1. SITE DESCRIPTION

Fenwick Park (Part Section 31 Block VI Oamaru SD) (OT/8A/1038). The land is vested in the Waitaki District Council for recreation purposes. The land is managed as Recreation Reserve under the Reserves Act 1977 (Reserves Act). It has a Recreation Designation under the operative District Plan.



#### 2. DESCRIPTION OF ACTIVITY

Easement for a formed vehicle track to allow for up to six commercial vehicles per day to travel across a portion of Fenwick Park for the purposes of access for commercial recycling operations at the Waitaki Resource Recovery Park centre located at 42 Chelmer Street. Domestic traffic to the Waitaki Resource Recovery Park is via an alternative entry that directs users to the fee collection area.

The requested easement is positioned to generally reflect the existing formed vehicle track used for ordinary operations within Fenwick Park. The Easement is essentially "in place" on the ground although the width and completeness of the easement to Stoke St will be improved.

The easement is necessary as the portion of Stoke St between the two ends of the easement is occupied by the Dog Pound and this prevents travel along the (Stoke St) road corridor.

The applicant does not propose to fence the right of way, but does propose to install some signage advising users of the arrangements, and to look out for other users.



### 3. REASON FOR APPLICATION

Redevelopment of the Waitaki Resource Recovery Park site seeks to keep commercial and domestic vehicles separate primarily for safety reasons. Domestic drop off and sales will occur on the east side of the site and commercial on the west. The layout has been designed to ensure flow through the site is easy and efficient providing a positive customer (commercial and domestic) experience whilst further improving site operation.

### 4. REQUIREMENTS

#### **Reserves Act 1977**

##### **Section 17 Recreation reserves**

(1) It is hereby declared that the appropriate provisions of this Act shall have effect, in relation to reserves classified as recreation reserves, for the purpose of providing areas for the recreation and sporting activities and the physical welfare and enjoyment of the public, and for the protection of the natural environment and beauty of the countryside, with emphasis on the retention of open spaces and on outdoor recreational activities, including recreational tracks in the countryside.

(2) It is hereby further declared that, having regard to the general purposes specified in subsection (1), every recreation reserve shall be so administered under the appropriate provisions of this Act that—

(a) the public shall have freedom of entry and access to the reserve, subject to the specific powers conferred on the administering body by sections 53 and 54, to any bylaws under this Act applying to the reserve, and to such conditions and restrictions as the administering body considers to be necessary for the protection and general well-being of the reserve and for the protection and control of the public using it;

(b) where scenic, historic, archaeological, biological, geological, or other scientific features or indigenous flora or fauna or wildlife are present on the reserve, those features or that flora or fauna or wildlife shall be managed and protected to the extent compatible with the principal or primary purpose of the reserve:



provided that nothing in this subsection shall authorise the doing of anything with respect to fauna that would contravene any provision of the Wildlife Act 1953 or any regulations or Proclamation or notification under that Act, or the doing of anything with respect to archaeological features in any reserve that would contravene any provision of the Heritage New Zealand Pouhere Taonga Act 2014:

(c) those qualities of the reserve which contribute to the pleasantness, harmony, and cohesion of the natural environment and to the better use and enjoyment of the reserve shall be conserved:

(d) to the extent compatible with the principal or primary purpose of the reserve, its value as a soil, water, and forest conservation area shall be maintained.

#### Section 48 Grants of rights of way and other easements

(1) Subject to subsection (2) and to the Resource Management Act 1991, in the case of reserves vested in an administering body, the administering body, with the consent of the Minister and on such conditions as the Minister thinks fit, may grant rights of way and other easements over any part of the reserve for—

- (a) any public purpose; or
- (b) providing access to any area included in an agreement, lease, or licence granted under the powers conferred by this Act; or
- (c) the distribution or transmission by pipeline of natural or manufactured gas, petroleum, biofuel, or geothermal energy; or
- (d) an electrical installation or work, as defined in section 2 of the Electricity Act 1992; or
- (e) the provision of water systems; or
- (f) providing or facilitating access or the supply of water to or the drainage of any other land not forming part of the reserve or for any other purpose connected with any such land.

(2) Before granting a right of way or an easement under subsection (1) over any part of a reserve vested in it, the administering body shall give public notice in accordance with section 119 specifying the right of way or other easement intended to be granted, and shall give full consideration, in accordance with section 120, to all objections and submissions received in respect of the proposal under that section.

(3) Subsection (2) shall not apply in any case where—

- (a) the reserve is vested in an administering body and is not likely to be materially altered or permanently damaged; and
- (b) the rights of the public in respect of the reserve are not likely to be permanently affected—by the establishment and lawful exercise of the right of way or other easement.

(4) The District Land Registrar for the land registration district in which is situated any reserve in respect of which any right or easement has been granted under this section shall, on the application of the administering body, register the instrument granting the right or easement against any certificate of title that may have been issued for the reserve, and, if the reserve is held on registered lease or licence, any such instrument may be registered in the same way as any dealing with the lease or licence.

(5) Where no certificate of title has been issued for any reserve over which a right or easement has been granted under this section, the instrument granting the right or easement may be registered with the District Land Registrar in the same manner and with any necessary modifications as any lease or licence of Crown land may be registered under the Land Act 1948.

(6) Rights of way and other easements may be granted under this section to any person, including, notwithstanding any rule of law to the contrary, the administering body in which the reserve is vested, and, where the right of way or other easement is granted to the administering body, covenants and agreements in respect of any such transaction may be entered into by the administering body in the one capacity so as to bind or benefit the administering body in the other capacity as fully and effectually as if the administering body were a separate person in each capacity.

#### Waitaki Reserve Management Plan 2014

'Fenwick Park North' is listed as an 'Outdoor/ Adventure Park' under the Waitaki Reserves Management Plan 2014. Leases, Licences, Easements and other long term agreements are a discretionary activity. The Management Plan requires discretionary activities, be assessed under criteria provided in Appendix 3 of the Management Plan and provides assessment guidelines.

These guidelines have been used in assessing this activity.

- a. Whether the proposal is consistent with the reserve classification and all other relevant sections of the Reserves Act (e.g. sections 53 and 54 of the Reserves Act for leases and other territorial authority powers to manage use and activities on Recreation Reserves).
- b. Whether the proposal is consistent with all other relevant legislation including the LGA 2002, other relevant Waitaki District, Otago Regional Council and Environment Canterbury policies, bylaws and strategies.
- c. Whether the proposal is consistent with the relevant Waitaki reserve management category, reserve values, any Council approved concept plans and the relevant outcomes and policies of this Plan.
- d. Any effects on existing reserve infrastructure, approved activities, the surrounding environment and the enjoyment of other reserve users.
- e. The extent to which the proposal affects current or future public access.
- f. How the proposal would benefit the Waitaki District e.g. through economic development opportunity.

- g. *The level of any additional benefits, enjoyment and use opportunities for reserve visitors.*
- h. *The degree to which persons are affected by the proposal.*
- i. *Whether the proposal would be better suited at another location where the potential adverse effects may be significantly less.*
- j. *The degree to which the applicant is using suitably skilled and authorised people to complete the works.*
- k. *Consideration of who will be responsible for any ongoing maintenance costs.*

## 5. ASSESSMENT

The resource recovery park is already established in its location. Various alternative options for commercial traffic have been considered.

1. Access to the portion of Stoke St at the western boundary of the Waitaki Resource Recovery Park is limited due to the absence of suitable creek crossing to the south and steep and un-developed terrain to the north.
2. Options to carry out this activity within the site cause too much disruption and conflict between commercial and domestic traffic which the Waitaki Resource Recovery Park is seeking to mitigate.
3. Use of the unformed section of Stoke Street is an option but would require redesign of the Dog Pound and the access could cause disruption to the pound.
4. Entry via Cam Street was considered, but was opposed during the initial land use consent process.

The following assessments have been made;

- Once construction has been completed, recreation use or access to the reserves will not be altered.
- No scenic, historic, archaeological, biological, geological, or other scientific features or indigenous flora or fauna or wildlife will be affected by the proposed work.
- There are no known fauna or archaeological features that will be affected by the proposed work.
- While the qualities of the reserve which contribute to the pleasantness, harmony, and cohesion of the natural environment and to the better use and enjoyment of the reserve will be disturbed during the course of construction, once construction has been completed those qualities will be unaffected.
- The proposed work will not affect its value as a soil, water, and forest conservation area.
- The Waitaki Resource Recovery Park is considered to be a public purpose as it seeks to minimise public waste and encourage recycling and redirection of waste that might otherwise end up in landfill. As the activity is associated a public purpose, an easement can be granted for the activity under 1a of Section 48. The improvements intend to minimise current impacts and operational difficulties. Waitaki District Council was delegated powers under Section 48 by the Minister of Conservation on 8 July 2013.
- Easements are a discretionary activity under the Reserve Management Plan. The activity is not shown on a concept plan and public notification is recommended.
- The activity uses an area currently used for storing materials for reserve maintenance. This area is also used as a walking connection to the skyline walkway. Traffic movement is expected to take place during hours of lower recreational use (between 8am and 5pm Monday to Friday) and to be no more than 10 movements per day. This section is already used for vehicle movements associated with the dog pound and reserve maintenance operations.
- The proposal will not restrict public access and impacts on other users can be managed through conditions in the easement.
- There will be no additional benefits to reserve visitors.
- Vehicle access and use of an area of the reserve will be closed for 2-3 days during the construction phase.
- The applicant will be responsible for ensuring they comply with all other relevant Waitaki District, Otago Regional Council and Environment Canterbury policies, bylaws and strategies.
- The applicant will be responsible for ongoing maintenance.

## 6. NOTIFICATION ASSESSMENT

The easement is proposed under section 48(1)(b) of the Reserves Act. Property advisors recommend that public notification is warranted as per section 48 (3) of the Reserves Act as;

- The right of way is to be formed and then formally created. This could fall within the definition of permanently damaged [physically and legally].
- Public may wish to challenge the Council decision for avoiding public notification.

## 7. RECOMMENDATION

That Council:

1. Agrees, subject to notification and the consideration of any submissions, the granting of an easement over part of the land known as Part Section 31 Block VI Oamaru SD (OT/8A/1038) to the trustees of the Waitaki Resource Recovery Park.
2. Agrees that conditions for an easement are as follows:
  - i. Purpose of easement: Commercial vehicle access of no greater than 10 commercial vehicle movements per day for the purpose of commercial recycling at 42 Chelmer Street, Oamaru.
  - ii. Term of easement: For the life of the activity - namely recycling and waste transfer at the Waitaki Resource Recovery Trust site, 42 Chelmer Street, Oamaru. Any change to the activity purpose will require re-negotiation with Council's Recreation unit.
  - iii. Public Access: Public access over the land will be maintained at all times.
  - iv. Maintenance and Repair: The owner will be responsible for maintaining and repairing that part of the Fenwick Park site subject to the easement agreement. Any change will need to be approved by Council's Recreation unit.
  - v. Safety: Vehicles must travel at no more than 10km and give way to pedestrians and other park users.

# Community Services Committee Memorandum

**From** Community Services Group Manager

**Date** 11 October 2017

---

## Community Services Group Activity Report for the period 17 August to 27 September 2017

---

### Recommendation

That the Community Services Committee receives the information.

### Summary and Purpose

The purpose of this memorandum is to inform the Committee about the activities of the Community Services Group for the period 17 August to 27 September 2017.

### Background

The Community Services Group is a diverse group that has a varied impact on the community. This report process is the only direct reporting line to Councillors for some of the Community Services units.

Advance notice of any questions would be gratefully received.

## 1. Community Safety and Development

### 1.1 Safer Waitaki Project

Vision "Waitaki District is a safe community in which to live, work and play".

Strategic outcomes of the Safer Waitaki Project are:

01. Reduction of harm related to alcohol, drugs and violence
02. Increased social engagement of the under 25 and over 65s
03. Environmental change that makes the safe way the easy way

Goals are:

- Target effective programmes and implement measures that keep our community safe
- Promote and foster a collaborative approach
- Build and promote a culture where people of Waitaki think safe and act safe

All activities relate back to the vision, strategic outcomes and goals.

Community Participation in the Safer Waitaki Coalition has grown substantively since its inception. The number of organisations on the database has grown from the original 17 to 127, with a number of projects, activities and events taking place across six working groups. These involve a wide range of stakeholders from across the district and beyond. This high level of community participation adds significant value to the work of the Community Safety and Development Unit. The project has a high level of credibility with funders which is attracting valuable external funding opportunities.

### Some Feedback from stakeholders:

*"The community is fortunate to be represented by a comprehensive range of groups with local and external representation who are able to share information and concerns. This means that gaps in services and resources are easily identified and resolutions sought."*

*"SDHB really values the leadership and coordination which the role provides for the Waitaki Mental Health and Addiction Network. The local Waitaki Network has a unique and highly effective way of working which supports cross sector and community collaboration on a range of mental health issues. This provides an essential link to support a responsive and whole of system mental health and addiction sector."*

*"Safer Waitaki has brought a range of initiatives and presentations to the community. This has really contributed to the education and safety of individuals and groups. I see this role as essential in amalgamating service, groups and people to ensure everyone is informed and united for the good of Waitaki. Wonderful!!"*

*"Key development role in the region. This is an area facing high demand in a challenging environment, such a role is critical to making change and improving outcomes for our district."*

### **1.1.1 Strategic Outcome 01 Reduction of harm related to alcohol, drugs and violence**

#### Alcohol & Drug Coalition

Meetings held 29 August and 26 September

Game On being progressed and planning begun for education seminars 2018

#### Mental Health & Addictions

Meeting held 6 September with 21 members present

Business included:

- Raise Hope Update SDHB
- Integrated Services Hub discussion

#### Family Violence Working Group

Group met 22 August. Business included:

- Planning for White Ribbon activities which will take place on 24 November is well underway. South Island contingent of White Ribbon Riders staying overnight in Oamaru and they will visit high schools, and be part of a community event at the Loan & Merc.

#### Family Violence Prevention and Older Persons Group

Combined meeting held 19 September with 42 attendees.

Presentations:

Nicky Sinclair and Phil Hope (Lawyers): Enduring Powers of Attorney, PPPR act and Care of Children Act/Parenting Orders, Protection orders.

Family Dispute Resolution (Marian Shore)

These were excellent presentations and very well received with the following feedback from stakeholders.

*"Each of those would be worthy of a workshop on their own. I used some of the information I learned with my family, with a person seeking assistance and with provider groups...all in a couple of days".*

*"The information re children and custodial issues would be excellent teamed with Oranga Tamariki for parents. Overall very well done and an excellent turn out."*

Provider:

*"The session was fantastic; useful and informative"*

*"Able to utilise some of the new found knowledge for some current complex cases being dealt with";;*

*"A great way for us to all network together; Well done and thank you"*



*Health Providers:*

*"For me it was perfect, enlightening and kept to time. For my clients cost is a factor so some more information around legal aid, criteria etc. would be helpful. Thank you for making this happen."*

*Maori Health Provider:*

*"I thought both presentations were excellent – they were well structured and very informative for practitioners. Also filled some gaps, and this knowledge was highly pertinent, from my perspective, the presentations provided very good value".*

### **1.1.2 Strategic Outcome 02 Increased social engagement of the under 25 and over 65s** **Under 25**

Family Whanau Group met on 5 September with 8 attendees. Matters covered included SKIP (Strategies for Kids Information for Parents), The Buddy Program, Expo (Clued Up Families)

SKIP Initiative

Supermarket:

Phase 1: supermarket shopping lists now being used by Idea Services and Buddy Programme. Looking at ways to increase uptake in younger families.

Phase 2: install images of young children actively involved in the shopping experience – photo shoot took place on Friday. Casa Nova Kindy and 2 local families involved.

Hampden Playgroup: autonomous now – running well with their grant and toy donations.

Advertised in local paper and on facebook. 2 families have joined on arrival in town.

Linked 3 families with Kindergarten

Mumpace: 8 families attended. Currently working on budgeting and nutrition. This month we have sponsorship from the Just Cook Program and we are feeding 'a hundred for a hundy' cooking a balanced economical meal and sending it home with families for their evening meal.

Men's parenting support: a new initiative collaborating with Plunket 2 public meetings held Tuesday 19 September exploring the need for supporting men who are parenting young children. 6 attended first meeting and 1 attended second. A good core group interested in pursuing this option.

OamaruRocks – 2 public rock painting events held (Fenwick and Pembroke) approx. 100 children at each.

Toddler Expo (Clued Up Families) planning well underway with a date set for Saturday 25<sup>th</sup> of November. Expo will run from 12 noon until 4 pm and be free for families. 16 stall holders have expressed interest so far.

Over 65's

Older Persons Provider Group meeting held 15 August with 12 attendees.

Presentation from Green Prescription

- Older Persons survey closed on Friday the 8 September with a total of 460 returned which exceeds the target of 400. These are currently being analysed and anonymised findings will be made available to participating organisations. This information will provide good baseline data for project development.
- A combined forum was held with Family Violence Network on 19 September.

### **1.1.3 Strategic Outcome 03 Environmental change that makes the safe way the easy way** **Industry Link**

Meeting held 31 August with 11 attendees

Presentation/workshop Sharon Cox Worksafe, Contractor Management

Key messages:

- Too many people are being severely injured or killed in NZ workplaces
- Know your health and safety risks
- Manage those risks – Plan, Do, Check, Act
- We need to work together to ensure that everyone who goes to work comes home healthy and safe.

#### Safer Communities Foundation of NZ

Completed four case studies for Safer Communities Foundation Annual report 31 August. Case studies were:

1. Clued Up Kids
2. SKIP Initiative
3. Family Violence Prevention
4. Youth Forum

#### **1.1.4 Feedback on Report back from Safer Communities Foundation of NZ letter dated 21 September 2017**

##### Annual Report 2016/17

*"Thank you for your Safe Community's on-line Annual Report and the four comprehensive case studies".*

*"Safer Waitaki continues to strengthen and grow, and this is reflected in the increased resources and support from Council, and in the requests and opportunities to extend and consolidate your safety promotion activities. Safer Waitaki is an outstanding example of a provincial Safe Community that is well-supported and widely connected."*

#### **1.2 Community Development**

The officer has contributed to Community Development by:

- Working with the Chamber of Commerce to bring training workshops to Oamaru
- Participating in the Waitaki Pasifika Network. Meetings held monthly
- Participating with MBIE re development of Local Settlement Network
- Working with MSD planning 2018 SKIP (strategies for kids information for parents) Coordination/ Initiative (teleconference 11 September)
- Met with Malcam Trust 22 August
- Coordinated Family Violence training with Faith Communities and It's Not OK 23 August (linked to library staff training)
- Met with CEO Otago Community Trust 11 September
- Safer Waitaki, Waitaki Roadsafes, WDC Road Safety Coordinator and WDC Roading Team and NZTA worked together to resolve a safety issue with Trucks parking illegally and blocking the ambulance entrance to Oamaru Hospital. Issue is now resolved.

#### **1.3 Youth Council**

Meeting held 6 September with 13 people present.

Presentation by Gisela Craig from the Registrar of Electors who talked about the importance of voting and pre-enrolling to vote at the age of 17.

Movie night to be held 29 September was postponed due to weather. A new date will be confirmed at the next meeting.

#### **1.4 Community Liaison**

In addition to the above, during the reporting period the officer participated in 10 community meetings.



## 2. Forrester Gallery, North Otago Museum and Archive (FNOMA)



Images:

Out on a Limb – Opening Function. LtoR – Ferne Smyth, Rod McLean, Mary Horn

Te Moa in the wonderlab - Local sculptor Matt King installing Te Moa

**Note:** Images may NOT cleared for republishing or onward use beyond this report.–  
please do not republish

### 2.1 Cultural Facilities Development Project

The recent work on developing an entry concept has been well received by Council, Staff and the public. The architect will now be working on the detail of this concept and costings.

For the remainder of 2017, the CFDP Project team led by Michael Voss will continue to work with the architect to complete detailed architectural plans. FNOMA staff will also work with an exhibition designer to develop some early display concepts in support of a further application to the Ministry of Culture and Heritage for funding in March 2018.

### 2.2 Public Facing Outputs

**Out on A Limb** – by local artist Ferne Smyth, opened in the community gallery with a private function on Friday 2 September with an attendance of 38.

**Te Heke** - On Sunday afternoon 17 September the gallery hosted a closing ceremony for Te Heke a film by Bronwyn Judge about the reenactment of the Te Maiaharoa Heke of 1877-79. 27 people attended.

**Te Moa: Waitaki** – an exhibition about the moa in the Waitaki District opened in the wonderlab to support the Burns Memorial and upcoming October Holiday Programme. A public talk about the Moa by Dr Mike Dickison will take place on Thursday 28 September.

Officers posted a blog about 'Shearing' to the Culture Waitaki website, following a substantial amount of work by the Museum Curator with community experts to develop a significance statement for this collection.

Officers presented our first Museum in a Box talk to Rest Homes – following development work by the Museum Curator and Volunteer

#### Education:

The Educator hosted three schools to the Gallery – Waitaki Girls High School Art Students, year 8 from Oamaru Intermediate School (in a collaborative outing with Steampunk HQ and local artist Trish Shirley) and Five Forks Play Group. The Burns Memorial Annual School Art Exhibition opened on 23 September and so the Gallery is busy with visits. Deputy Mayor Mel Tavendale was the judge for the annual Poster competition.

The Educator also presented a talk and workshop to the Oamaru Buddy Programme.

Stakeholder and Community Engagement:

The Director gave an update on the CFDP at a public talk supported by Mayor Gary Kircher and held at the Forrester Gallery on 22 August. There were 20 people in attendance.

Gallery staff have met with Totara Estate and South Canterbury Museum Education staff (Heritage Education Services) to plan collaborative activities for Heritage week and in to 2018 respectively.

Staff supported and attended the Unique Stories Art Auction fundraiser and film night at the Oamaru Opera House on 8 September.

Museum Curator Chloe Searle presented:

- a talk to Waitaki Girls on the history of agriculture in the district.
- a talk to Oamaru Sea Scouts about the history of Oamaru Harbour.
- a segment on Mark Twain in Oamaru for Jam TV

Collaboration:

The Director and Archivist continue work with Records and IT to review Records Management across WDC. This has required significant input.

### 2.3 Staffing

All staff attended training around the WDC stress management policy. Staff also attended training for BIS.

### 2.4 Collections and Administration

- Staff arranged for objects/artworks to be delivered to Otago Museum and a private Dunedin conservator for conservation and reframing.
- Staff organised a loan to Toitu Early Settlers Museum of collection objects for an upcoming exhibition about Women and War.
- A substantial amount of collections and rehousing work continues on collections in support of the CFDP.

## 3. Oamaru Opera House

### 3.1 Venue Usage

Comparative year to date figures

#### Venue Hire Statistics

Venue Hire Statistics	5 August – 9 Sept 2017		5 August – 9 Sept 2016	
	Bookings	Pax	Bookings	Pax
Not for Profit/Free of Charge	9	229	8	165
Commercial (Incl Sponsorship JV)	21	590	13	1,633
Community (Incl WDC)	19	1,528	4	96
<b>Total</b>	<b>51</b>	<b>2,347</b>	<b>25</b>	<b>1,894</b>

**104% increase in venue hire comparatively**

**Year to Date Comparative Statistics**

<b>Venue Hire Statistics</b>	<b>2016/17</b>		<b>2015/16</b>	
	Bookings	Pax	Bookings	Pax
Not for Profit/Free of Charge	20	401	13	247
Commercial (Incl Sponsorship JV)	37	969	31	1,809
Community (Incl WDC)	27	1,694	21	1,086
<b>Total</b>	<b>84</b>	<b>3,064</b>	<b>65</b>	<b>3,142</b>

**29.2% increase in venue hire comparatively****Local Not for Profit/Free of Charge:**

- Alzheimers Support Group
- Oamaru Newcomers Group
- Friends of Forrester
- Wriggle & Rhyme preschool programme
- Migrants Newcomers Group

**New client:****The MacDiarmid Institute for Regional Lecture Series 2017**

The Oamaru Opera House was one of only three venues that hosted the lecture in the South Island. Unfortunately there were very low attendance numbers

**3.2 Marketing Report****Mailchimp**

The monthly e-newsletter is tracking steadily. These go out to approximately 1,652 subscribers. An average of 20.8% open and engage with the newsletter. The average industry open rate is 14.1%.

**Facebook**

Average post reach, across 40 posts for the period is 1,513, which is up 40% on the previous six-week reporting period due to the launch of the Waitaki Arts Festival. Overall the post reach is much higher than the averages over the past year. The community-centred posts (school students, OOH audience and personnel) perform very well, which indicates that we should focus on our community activities wherever possible. Audiences are also responding enthusiastically to special offers and competitions. Page likes increased from 1,498 likes to 1,522.

**Website Analytics**

In the reporting period the website was visited 1,106 times. Of these visits, 33% (366) are new visitors and 67% (740) are returning visitors. On average, visitors view 2.30 pages in sessions of just over one and a half minutes.

The website continues to be primarily used as a What's On guide, with visitors interested in specific performances. The vast majority of visitors are coming from Organic Searches (90.3%), which means these are visitors actively searching for our website, rather than being referred to through other websites such as eventfinda.co.nz, Facebook or Mailchimp. We can build on this by more actively promoting the website through our social media.

The strongest market segments on our website are Travel/Accommodation 13.2% and Real Estate 12.47%. This indicates a large interest in the Opera House from travellers and people looking to move into the area. This is also backed up by our sales statistics that show that 15% of the show tickets purchased are from outside of the district.

Google analytics identifies the main geographical areas visiting online are Christchurch 28%, Dunedin 20%, Oamaru 19% - with Auckland/Wellington/Queenstown and Tauranga between 4.74-6.13%.



Large Community Function Attendance

14 August 17      Citizen Awards: 110

04 September 17      Political Debate in Election lead-up: 140

**15 August 17      North Otago Kaupapa Music Festival : 870**



**Whitestone Contracting Auditorium**

30 August 17      Festival of Russian Ballet: 309



**Inkbox Theatre**

25 August 17      Waitaki Valley Singers: 61 - Full House

Aug/Sept 17      Weekly Waitaki Girls' High School work experience programme

**3.3 Health and Safety**

- No health and safety issues for this period.

## 4. Recreation

### 4.1 General

- Mike Kwant is moving to Waimakariri to be closer to his wife. Officers thank Mike for all his efforts over the past four and a half years and wish him all the best. He has big shoes to fill. Interviews for his replacement were held the week commencing 25 September.

### 4.2 Aquatics

- The organisers of the South Island secondary school canoe polo championships are yet to confirm future years as the success of the event has meant that they had difficulty securing accommodation this year. Officers have provided a list of accommodation providers in Oamaru and contacts for secondary school accommodation.
- Registrations for Term 4 learn to swim are strong.
- Officers are working with Community Leisure Management (CLM) to review what Council offers in the way of programmes to our community, with a goal of increasing participation and usage, particularly during quiet times. CLM manages 20 leisure facilities across New Zealand.

### 4.3 Lakes Camping Grounds

- Officers have had gravel downstream of the Otematata Road Bridge moved across to the camp side of the river to straighten the stream flow and provide additional camp protection. Further river clearance consisting of vegetation removal and clearing of the river mouth is in progress, but has been delayed due to river volume caused by snow melt.
- Mulch has been spread at Parsons Rock campground and trees planted. Some mulch has been moved to Sailors Cutting for future use as part of the new discharge system.
- The camps opened on 16 September. Over 40 vehicles queued to get their preferred site at Sailors Cutting, and 90 season passes were sold in a day.
- Officers met with Environment Canterbury to discuss a designated swimming area at Parson Rock. Letters of support will be required from community and campers. Officers will look at this further over the coming summer. Environment Canterbury are going to improve marking of the boating channel connecting the Boat Harbour boat ramp with Lake Aviemore.

### 4.4 Parks

- The two sites of historic 'fly tipping' in the Awamoa Foreshore Reserve Otago Regional Council has identified eroding into the sea are reasonably extensive. It is likely this tipping occurred over 30 years ago. The site is difficult to access. Officers are arranging a site meeting with ORC to determine the extent of expected work.
- The fence around the Holmes Wharf penguin colony is progressing. Once complete, Officers will get the carpark sealed.
- Refurbishment of Craig Fountain and reinstatement of the path lighting between the front entrance and the display house has commenced. This will impact on the attractiveness of the front area of the gardens over coming months and into summer until work has been completed and grass is re-established where a trench will need to be dug to lay power cables. There will be some disruption to some of the path network but alternative routes will be available and direction signs in place.
- Moeraki Millennium Track – Staff are engaging a contractor to clear the material they can from the slip below the lookout. This is expected to provide a link to a 'tramping' or 'route' standard until decisions can be taken about whether further work is justified.

#### 4.5 Cemeteries

- Oamaru Cemetery – Officers are obtaining plans for refurbishing the children's area. This has been initiated by Rosanne Sheridan who drove the initial development of this area, and will largely be completed through community effort and donations. An angel created as part of the stone carving symposium currently taking place at the Harbour is planned to be donated as part of this. Officers aim to bring this to the November committee meeting for approval.
- Hampden Cemetery – There are concerns over the number of rabbits on this reserve. Any control will need to be completed by an operator with appropriate safety plans, and will also require a process of notification as it is a public reserve. Control will be unsustainable unless the surrounding landowners also carry out their own control measures. It is hoped a planned release of a new strain of calicivirus will help with control.

#### 4.6 Projects

- Craig Fountain – Work has commenced as detailed under 4.4 and will be completed in the next two months. Lighting the rest of the Alps to ocean walkway from the display house to the other end of the gardens will be completed as a separate project.
- Palmerston Walking Improvements – Officers are trying to contact the landowner for the district road to State Highway 1 connection to discuss options prior to taking a report to the Community Board.
- Ahuriri and Waihemo Bike Park's – Council has allocated \$50,000 each towards bike skills areas in these wards. The intention is to use this as local share to obtain additional community funding. Officers are working on a design that will incorporate road skills and bike control tests, for Community Board consideration.
- Mill Domain drainage – The ground started to dry out but recent rain has left the surface to wet to work on. Officers are monitoring this weekly and will begin work as soon as possible. It is still hoped to be able to complete the works in time to allow late spring germination of new grass. Staff have contacted representatives of the cricket club who appear to be understanding. They are arranging alternative options for the start of the cricket season
- Streetscapes – Officers have received a response from NZTA re the designs but it calls for further discussion. Officers will move forward with getting contractors for the Dunback streetscape and are arranging a meeting with the Hampden community.
- Dunback Domain Toilets – The space and cost required for shower discharge at Dunback is significantly higher than expected due to the soil conditions. Provision of a shower at Dunback domain is therefore considered impractical. Officers have advised the Ministry of Business, Innovation and Employment and requested approval to change the funding agreement to reflect this. Feedback has also been given to those members of the community who made submissions or comments. The toilet location preferred by officers and the majority of the community, is the existing site because it is central and because soil tests have established that the only location suitable for the wastewater disposal fields is between the existing toilet block and the hedge.
- Duntroon Toilets – LINZ wish to dispose of the land used as green space in Duntroon and will not allow a lease or use for a toilet and carpark. Council has initiated a process to acquire the land through the Public Works Act, which LINZ are comfortable with us using. Officers have advised the Ministry of Business, Innovation and Employment and requested an extension of time for provision of a toilet and funding to assist with the land acquisition.

#### 4.7 CRM Comment

Officers are still to learn how to use our new reporting tool for reporting on CRMs.

## 5. Waitaki District Libraries and Archives

### 5.1 Events

- August is Family History Month. The Oamaru branch of the NZ Society of Genealogists held workshops in the Library on Wednesday 9 August and again on Wednesday 23 August. This is the fourth year that the Oamaru Library has hosted the workshops and, as in previous years, they proved to be very popular.
- Wednesday 9 August at 2pm at Vanessa's Café in Hampden the Community Services Librarian facilitated a meeting of the Hampden Community Library's book club. 14 members crowded around the table and a lively discussion was held. The genre presented was "traditional mysteries" and a number of recommended titles were presented.
- Toastmasters met on the evenings of Wednesday 2 August and 16 August. Toastmasters is a thriving community group and adds a further, and appropriate, addition to Library collaboration.
- BookChat met on Tuesday 15 August from 2.15pm onwards. The Community Services Librarian facilitated a group of 9 members. A discussion around a biography of Thomas Jefferson took up a good proportion of the meeting. He was undoubtedly a fascinating and brilliant man yet there was some consideration given to him as a slave owner which gave rise to an enjoyable argument. Other, less, intense titles were also brought into the meeting's discussion.
- On Thursday 24 August at the Library's weekly staff meeting Stephanie Edmonds presented an overview and introduction to the "It's Not OK" anti-domestic violence programme.

### 5.2 Displays

- Constant refreshing of displayed books has been warmly commented on by Library patrons. Staff have been replenishing display shelves with relevant books.

### 5.3 Culture Waitaki Website

Google Analytics for our online catalogue website (August 2017):

- Total Number of Sessions (A session describes active use, such as the activity of searching for a book, or renewing books, etc.): 1,628
- New Visitor Sessions: 1,076 (66.1% of all sessions)
- Returning Visitor Sessions: 552 (33.9% of all sessions). It is important to see a higher ratio of returning visitors to new visitors.
- Pages Viewed: 6,875

### 5.4 OPAC (Online Public Access Catalogue) statistics (1<sup>st</sup> August – 31<sup>st</sup> August)

Officers are investigating an anomaly in the Google Analytics report this month and expect it will be accurate for September reporting.

#### Collection Management

We are looking at the non-fiction (documentary) DVDs in the Living Room collections. To promote DVDs, collections will be displayed in an area with high foot traffic to assess if this is more effective.

#### IT Issues and Digital Initiatives

The digital services librarian has started training staff and the public in digital literacy. The officer is also working with the registered charitable trust 2020, whose aim is to promote and provide for digital literacy, skills and inclusion. 2020 work closely with public libraries around New Zealand to run the digital literacy and skills programme "Stepping Up". Officers have also been able to connect three families to the Internet at home by working with 2020 Trust's Spark Jump initiative: getting Internet into homes with school aged children. One family had been badly affected by the floods in August and we were able to supply them with a prepay modem to ensure that the school aged children were able to do their homework and that the family could stay in touch with friends and family.



Our digital services librarian also continues to collate the data collected at the desk on digital use and the staff assistance required by our customers. For August she noted that more people are requiring scanning and emailing assistance and that our central government's Result 10 policy (Central Government's public services online) is having an impact on staff time.

## 5.5 Youth Report – August

### Toddler Time:

- Fiona has noticed a number of new families coming along to the weekly Toddler Time which has led to a re-settling into the routines for the group.

### Wriggle & Rhyme:

- Focus was on introducing the programme that supports rolling & crawling, eye movement, using the environment, massage & touch, and balance, walking, running & jumping.

### Kids' Book Club:

- Kerrie hosted six children at book club. The activity was writing a postcard using the voice of a character in a book, about an adventure they had in the story. This was followed by each child sharing a book review and Kerrie introducing new books to the group.

### Children's Event:

- On 5 August, children's performer Kath Bee visited the library as part of her 'Dragons under my bed' book release tour. The Saturday session was well attended with the youngest attendee being less than a week old! Kath was a wonderful performer whose energetic show full of catchy tunes completely mesmerised the children and families.

### Branches

- On 8 August, Fiona visited the Palmerston Library and delivered three consecutive sessions: two Toddler Time sessions and a Wriggle & Rhyme session. The Palmerston Play Centre and the Palmerston Preschool and Nursery enjoyed listening to stories about animals and making noise. The programmes also included singing and dancing.

## 5.6 Branches

Palmerston: Both the Knitting group and the Māori group are doing well with one new members joining.

## 5.7 Statistics (August 2017)

	2017	2016
<b>Hampden</b>		
Borrowers - new	0	1
Borrowers - total	234	216
Door Count	11	65
Events - Adults	1	1
Events - Adults - attending	13	5
Events - Childrens	0	0
Events - Children's - attending	0	0
Items - Issues (Manual)	180	179
Items - Renew	0	
Volunteer Hours	36	36

Increase attributed to using the library for book education

<b>Kurow</b>		
Borrowers - new	5	6
Borrowers - total	427	415
Door Count	731	383
Events - Adults	0	0
Events - Adults - attending	0	0
Events - Childrens	5	0
Events - Children's - attending	128	0
Items - Issues (MUSAC)	512	490
Items - Renew	0	
Volunteer Hours	21.5	51
<b>Oamaru</b>		
Borrowers - new	65	51
Borrowers - total	11728	11169
Door Count	9082	11992
Events - Adults	4	14
Events - Adults - attending	59	241
Events - Childrens	10	0
Events - Children's - attending	307	0
Items - Issues	11299	14228
Items - Issues - Self Check		2309
Items - Renew	2922	0
Volunteer Hours	68.5	67.75
<b>Omarama</b>	2017	2016
Borrowers - new	0	10
Borrowers - total	72	31
Door Count	26	46
Events - Adults	0	0
Events - Adults - attending	0	0
Events - Childrens	0	0
Events - Children's - attending	0	0
Items - Issues (Laptop)	42	62
Items - Renew	10	
Volunteer Hours	8.5	28.5
<b>Otematata</b>	2017	2016
Borrowers - new	0	0
Borrowers - total	463	946
Door Count	55	47
Events - Adults	0	0
Events - Adults - attending	0	0
Events - Childrens	0	0
Events - Children's - attending	0	0
Items - Issues (Manual)	87	79
Items - Renew	0	
Volunteer Hours	18	40
<b>Palmerston</b>	2017	2016
Borrowers - new	5	2
Borrowers - total	944	890
Door Count	428	497
Events - Adults	3	5
Events - Adults - attending	101	63
Events - Children's	0	0
Events - Children's - attending	0	0
Items - Issues	584	870

The electronic RFID system is more accurate than previous manual count. On occasions patrons coming in and out of the library were counted twice. Decline in door counts is consistent with National trends.

We are now in the Community hall and have a different volunteer system

Change of volunteers

<i>Borrowers</i>		
Total - Borrowers - new	75	70
Total - Borrowers - total	13868	13667
Borrowers - %popn. (20826)	67%	66%
<i>Door Count</i>		
Total - Door Count	10333	13030
<i>Events</i>		
Total - Events - Adults	8	20
Total - Events - Adults - attending	173	309
Total - Events – Children's	15	0
Total - Events – Children's - attending	435	0
<i>Facebook</i>		
Facebook - new likes	9	17
Facebook - total likes	689	579
<i>Issues</i>		
Issues - ebooks	66	112
Issues – by staff only	1467	
Issues - via Self-Issue Kiosk	11303	
Issues - % done via RFID	89%	
Total - Issues	12770	18329
Total - Issues - Renew	3084	
<i>Twitter</i>		
Twitter - total followers	748	674
<i>Volunteer Hours</i>		
Total - Volunteer Hours	152.5	223.25

### 5.8 General

The Community Space has now been functioning for a month and is being used, as anticipated, for meetings, study space, quiet space for reading, an interview, teaching and reading of newspapers. Smokefree NZ is using it for regular meetings, study groups and workshops. If not booked, the door is left open and the public is able to use the Community Space.



Lichelle Guyan  
Acting Community Services Group Manager