



Notice of Meeting

of the

*Waihemo Community Board*

at the

Waihemo Service Centre, Tiverton Street,  
Palmerston

on

Monday 6 November 2017

at

7.00pm

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

# Waihemo Community Board

Waihemo Service Centre, Tiverton Street, Palmerston  
Monday 6 November 2017 at 7.00pm

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**Waitaki District Council****Waihemo Community Board****UNCONFIRMED MINUTES of a Meeting of the  
Waihemo Community Board  
held in the Waihemo Service Centre, Tiverton Street, Palmerston  
on Monday 25 September 2017 at 6.30pm**

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**Present** Mrs Dennison (Chair), Mrs McGregor, Mr Brown, Mr Roy,  
Mrs Watson, Cr Wheeler

**In Attendance** Mayor Kircher  
Cr Wollstein  
Mr Power (Chief Executive)  
Mr Hope (Chief Financial Officer)  
Ms Hooper (Board Secretary)

The Chair opened the meeting at 6.30pm, and welcomed to the meeting and to the Waitaki district the new Chief Executive, Mr Fergus Power. She invited Mr Power to speak to the meeting.

Mr Power gave a summary of his career background, and then outlined what he saw as key aspects for his role. These included building further on relationships between Council and stakeholders and the broader community, and improving systems with a focus on increasing accessibility to information for communities within the district. He noted that Council was in a very strong financial position and had an outstanding executive leadership team with whom he was looking forward to working with over the next five years to implement initiatives and focus on building increased resilience, increased prosperity, and increased happiness. He thanked the Board Chair and members for their warm welcome.

**Apologies**

There were no apologies.

**Declarations of Interest**

There were no declarations of interest.

**Public Forum**

There were no members of the public in attendance.

**1. Confirmation of Meeting Minutes**

RESOLVED  
WCB17/056

Mrs McGregor / Mr Paul  
"The Waihemo Community Board confirms the minutes of the Waihemo Community Board meeting held on 14 August 2017."

CARRIED

**2. Building Consents Issued in Waihemo Ward for the Month of August 2017**

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

RESOLVED  
WCB17/057

Mr Brown / Mr Roy  
"The Waihemo Community Board receives the information."

CARRIED

### 3. Assets Update

A memorandum had been circulated to update the Board on issues, operations and projects managed by the Assets Group, occurring within the Waihemo Ward since the last Board meeting.

RESOLVED

WCB17/058

Mr Brown / Mrs McGregor

"The Waihemo Community Board receives the information."

CARRIED

### 4. Recreation Update

A memorandum had been circulated to update the Waihemo Community Board on routine work, maintenance issues and progress on minor projects for the period 2 August to 13 September 2017.

RESOLVED

WCB17/059

Mr Brown / Mrs Watson

"The Waihemo Community Board receives the information."

CARRIED

The Chair extended a "bouquet to Council" based on community feedback about how nice the cemetery is looking after recent work.

With regard to the big macrocarpa tree that posed a problem at the beach, the Chair advised Board members to note that it would make a difference to the view when it came down and that they may want to spread the word amongst the community to ensure the outcome did not come as a surprise.

### 5. Palmerston Town Clock

To provide Waihemo Community Board members with options for the Palmerston Town Clock following requests from Palmerston residents to repair.

RESOLVED

WCB17/060

Mrs McGregor / Mrs Watson

"The Waihemo Community Board recommends:

That Council places the repairs to the Palmerston Town Clock on hold and arranges a workshop to discuss options."

CARRIED

During the ensuing discussion, workshop items were AGREED as follows:

- New or a repaired clock (costs to be available for both, for comparison)?
- How many faces (two would probably be enough)?
- Location – the clock was currently in a prime position, and ideally, it would stay there
- If the clock remained where it is, then the tree would need to be considered (it was doing a lot of damage to the pavement)

Process steps from this point forward were AGREED as follows:

1. Board members would first discuss the workshop issues amongst themselves first.
2. Then, Board members would seek feedback on those issues from the community.
3. The Board would determine which workshop items were required, based on community feedback, and advise Council officers of same.
4. Council officers would source information in response to the workshop issues raised, and provide it to the Board in the form of workshop paper/s.
5. The workshop would be scheduled as soon as practicable, to determine and agree on a way forward for the Palmerston Town Clock.

It was further AGREED that it was unlikely all of the steps would be achieved before the next Waihemo Community Board meeting scheduled for 6 November, but it was hoped that the workshop could be held before Christmas.



## 6. Chairperson's Report

To present the Waihemo Community Board Chairperson's Report to the meeting.

RESOLVED

WCB17/061

Mr Roy / Mr Brown

"That the Waihemo Community Board receives the Chairperson's report."

CARRIED

The Chair briefed Board members on the following additional items:

- East Otago Field Days, 18-19 October. Extremely positive about number of stalls.
- Heather and Kathy went to A&P AGM – They are in good heart, and do a lot of work for the community, especially for children.
- An update on Hampden Hall Committee – Chair Gary Johnston has resigned after 34 years service; he has done a sterling job for the community, and the Board Chair thought it would be good to thank him for that. Virginia Powell also resigned as Secretary.
- Flaxes Retreat – getting busier all the time.
- 45 amenity rate ideas came in from Palmerston and Hampden; they would be considered next week. Comments were mainly positive. Ideas that were not amenity rates had been forwarded to the Parks unit.
- Waihemo Community ward visit this Friday.
- Community Board training – Representation Review – pages here.
- Shag project
- Tourism Waitaki – Ocean to Alps Summit.

ACTION POINT: A letter of thanks to be written to Gary Johnston, Chair of Palmerston Combined Halls Committee, for his 34 years of service on the Committee in various roles.

Chair / Secretary

## 7. Community Board Members' and Councillor's Reports (verbal)

**Heather McGregor:**

- Hampden Hall Committee meeting, RSA Trust AGM,
- Workshops in Oamaru on 30 August
- 4 September Waihemo Community Board meeting
- Palmerston Amenity Rates meeting
- Potholes have been fixed around town.

**Carol Watson:**

- Tagging along – informal meeting here in early Sept.
- Palmerston amenity rates meeting
- Zone meeting in Gore
- Hampden amenity rate get together
- Combined Halls AGM – ended up secretary.

**Paul Roy:**

- Palmerston amenity rates meeting
- Local catch ups
- Thank you to Council for grader appearance in our area recently

**Ken Brown:**

- Had a follow up re roading complaint. Got a result. That is good to see; the sort of thing we should be trying to do.
- Informal meeting with Board.
- Continued informal discussions with board members.
- Hampden Hall Committee meeting.

**Jan Wheeler:**

- Council meeting 16 September:
- Talked to ORC Simon Stephenson re meeting up by end of August.

- 26 August – 15 of millennium walkway group met to discuss how we might do something on the track.
- Request from Hampden school boy – getting a 20km sign outside school. Elton Crane has written to school as well.
- Good to see enthusiastic Field Days event team.

RESOLVED  
WCB17/062

Mrs McGregor / Mrs Watson

"That the Waihemo Community Board receives the reports from Community Board Members and the local Councillor."

## 8. Information Report – Mayor, Acting Chief Executive, and Health and Safety Updates

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

- Mayor's and Acting Chief Executive's Report to 13 September 2017 Council meeting
- Customer Services Group Manager – Health and Safety Update to 30 August 2017 Customer Services Committee Meeting

Mayor Kircher spoke to his report, and highlighted key issues:

- Observatory Retirement Village
- Good progress on NOIC
- Dr Cloete – acknowledgment of his great work for the Council and the District
- Hamlac pipeline – good progress being made; getting close to Hampden now
- Field Days – up to 105 exhibitors, which is very impressive

He also noted his attendances at the following two events:

- "Candidates night" in Palmerston – the Mayor congratulated the community for getting all parties to have a representative in attendance. Participants had a good chance to hear from them all.
- Promotion of Palmerston meeting – there had been good discussion on the opportunities and challenges. It was great to get more houses into Palmerston, but that created problems with the rising cost of land. There were some small things that Council could do to minimise the risk, but such issues would always come down to a commercial decision for developers. He extended an open invitation for members of the Waihemo community to put forward their ideas on how to resolve or deal with such issues. The Chair acknowledged the invitation, and encouraged Board members to share it with their communities and to pass back any comments.

The **Acting Chief Executive's report** and **Health and Safety Update** were taken as read.

RESOLVED  
WCB17/063

Mr Roy / Mr Brown

"That the Waihemo Community Board receives the Information Report."

CARRIED

### Verbal Updates:

#### From Executive Management – Mr Hope

- Auditors would be onsite next week.
- FY 2017 would end with a good financial result for Council, which was a good position to be in going into Long Term Plan consultations.
- Financial summaries of the accounts were expected to be available for the next Board meeting.
- Jason Gaskill has resigned as General Manager of Tourism Waitaki and the Board is now considering the appropriate process to recruit his replacement. Customer Services General Manager Lisa Baillie had been advising them. It was hoped someone could be appointed before Christmas. However, Mr Gaskill had agreed to stay on until someone is able to commence in the role, especially to get through the very busy December – February summer season.

- Quotable Value would be presenting to the October Council meeting with the results of the triennial revaluation. A report to Council regarding the impact on rates would follow. The Mayor advised that it was expected that all valuations for all types of properties had increased, but it was how those values measured up against the average that would determine rates. For example, if a property's value went up less than the average, then rates could go down; if values went up more than the average, then rates would also go up. Further details would be available in the report going to Council.

#### **From Rostered Councillor – Cr Wollstein**

- September had seen a number of Councillors taking leave
- There had been workshops on LTP and rating systems and proposals, as well as reports on the Toilet and Dump Station plan, for example, which would be subject to consultation with the community.
- Council had welcomed Fergus' arrival last week, and it was back to business now with a full time Chief Executive which was great.
- Cr Wollstein – Bit quiet of late; councillors have been on leave. Workshops on LTP, rating systems and proposals, Toilet and Dump Station plan – to be consulted on with the community.
- Welcomed Fergus last week – back to business with full time CEO – great.
- Oamaru Harbour development – some good applications had been received.
- Craig Fountain in Oamaru Gardens – this was now being repaired to working order. It was costing more than originally anticipated, but the final costs included extras (eg power through to the hot house behind, reinstalment of the drinking fountains).
- A list of Carry Forwards was also accepted by Council recently.
- The LTP 2018-28 process would start with a Council workshop this Wednesday, to consider the forward timetable.

Discussion ensued on the LTP process, with some key questions and answers as follows:

- 1 Question: What involvement will Community Boards have and at what level?  
Answer: Amenities rates input remains crucial. Community Boards would also be brought together as a group at key points of the process, and especially when there are bigger issues with an impact on the particular areas.
- 2 Question: If you make changes to the funding policy, will that make changes to the LTP?  
Answer: Yes.
- 3 Question: How much involvement does this community board want?  
Answer: Board members are taking an interest. It is important that they get a good understanding of what's going on, so that they can get messages out to the wider communities.

The Chair's view on key areas of involvement included:

- Discussions / workshops on funding, especially where roading is changed or impacted.
- Pre-consultation with the communities, and any guidance on how to best achieve that.

There being no further business, the Chairperson declared the meeting closed at 7.39pm.

Confirmed this 6<sup>th</sup> day of November 2017 at Waihemo Service Centre, Palmerston.

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Chairperson

*Immediately following the meeting, Mayor Kircher presented local resident Ron Sloan with his Citizens Award, with proud family and community members and the local media in attendance.*

# Waihemo Community Board

## Memorandum

**From** Regulatory Services Manager

**Date** 6 November 2017

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

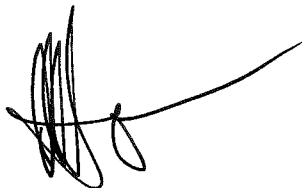
**Recommendation**

That the Waihemo Community Board receives the information.

**Summary and Purpose**

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

100 Shag Point Road	Amendment for smaller garage, new window and door	\$0
Goodwood Road	Construct new Totalspan steel frame building with shower, basin, toilet and hot water cylinder	\$50,000
35 Chester Street, Hampden	Construct new 2 bedroom dwelling with free standing woodburner	\$387,500
22 Stronsa Street	Internal alterations to existing dwelling	\$50,000
6 Runbrake Street	Extension to existing dwelling to create living room, bedroom with walk-in wardrobe and laundry, and install woodsman woodburner	\$130,000
40 Tenby Street, Moeraki	New sewer and Stormwater drainage	\$4,000
27 Runbrake Street	Construct new Versatile garage and carport	\$20,200
124 Duncan Road, Hampden	Installation of a new free standing woodsman woodburner connected to existing wetback	\$6,000



**Lichelle Guyan**  
**Regulatory Services Manager**

# Waihemo Community Board

## Memorandum

**From** Assets Group Manager

**Date** 6 November 2017

### Assets Update

#### Recommendation

That the Waihemo Community Board receives the information.

#### Summary and Purpose

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

#### Roading

<b>Customer Requests</b>	<ul style="list-style-type: none"> <li>Four seal failures reported at various sites</li> <li>A slip reported on Haven Street</li> <li>One unsealed repair carried out on Ainges Road, plus five grading requests on No Exit roads</li> <li>Three signs reported missing or damaged</li> <li>Two in regard to the bridge on Domain Road</li> </ul>
<b>Amenity Rate Projects</b>	<ul style="list-style-type: none"> <li>A forward programme for the proposed Amenity Rate projects for Hampden and Palmerston will be completed within a month. The projects are being assessed.</li> </ul>
<b>Road Maintenance</b>	<ul style="list-style-type: none"> <li>Graded roads – 25 in total, 30 blocked culverts have been cleared, 10 sites of Storm water channels have been cleared, 32 roadsides have been tidied up after the flooding event</li> <li>A list of further work that has been carried out in Waihemo is attached to the report.</li> </ul>
<b>Bridges and Structures</b>	<ul style="list-style-type: none"> <li>Domain Road Bridge 213 has damage to a deck panel which requires repair. Officers have been liaising with Graymont in regard to access and have plans to improve the outward swing onto the bridge – image attached – attachment A.</li> </ul>
<b>Township Maintenance</b>	<ul style="list-style-type: none"> <li>Carpark repairs have been carried out in Runbrake Street</li> <li>Mowing of Hampden Square has been completed</li> </ul>
<b>Street Lighting</b>	<ul style="list-style-type: none"> <li>The LED Upgrade has started. The State Highway LED renew and improvement will be carried out prior to Christmas; local roads will be started in the New Year. Assessments will also be carried out for improvement.</li> </ul>
<b>Road Markings and Signage</b>	<ul style="list-style-type: none"> <li>District wide road remarking is currently underway</li> </ul>
<b>Footpaths</b>	<ul style="list-style-type: none"> <li>Repairs to footpaths have been programmed</li> </ul>
<b>Road Resurfacing</b>	<ul style="list-style-type: none"> <li>The Bond Street/Sanday Street slurry reseal has been completed including road markings</li> </ul>
<b>Road Rehabilitation</b>	<ul style="list-style-type: none"> <li>This is currently out for tender. It will include rehabilitation of Horse Range Road from the cattle yards to Jacks Road (slurry reseal).</li> </ul>

#### Water

##### *H2Our Health*

Pressure testing of the installed 9km of pipeline (from Waianakarua River South Branch to Hampden and Herbert to Breakneck Road) is underway. Additional crews have been brought in to assist with pressure testing and reinstatement.

*Moeraki Sewer Disposal Upgrade*

Officers are still awaiting feedback from Te Runanga o Moeraki on the proposed new consent conditions.

*Moeraki Water*

Significant upgrades are set to occur to supply water to the proposed chicken farm on Horse Range Road and to improve existing capacity issues in the Moeraki Township (refer attachment).

A Request for Tender, for the upgrading of the trunk water main through the Hampden Township, was issued to invited suppliers on 24 October 2017.

A Request for Tender, to install a new pipeline to the chicken farm and to upgrade the pipeline from the Hillgrove Road/SH1 intersection to the existing Moeraki Reservoir, will be issued to invited suppliers in early November. This will further include the installation of a new pump set on Hillgrove Road to replace the existing Coronation Street pump set.

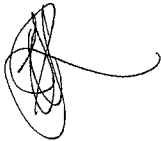
The Moeraki Reservoir tank which burst over the Christmas break last year will be replaced in early November and the pipework altered to ensure all tanks do not require draining to carry out repairs going forward.

*Hampden Landfill*

Significant slumping has occurred at the Hampden Closed Landfill. Officers are arranging for the cap to be repaired and a stormwater cut-off drain to be reinstated.

*Dunback Road Tank Supplies*

The third property owner has now paid the new connection costs, and the service line from the new main on Dunback Road will be installed in the near future. The three tanks will be disconnected in conjunction with this. One tank will remain connected as officers have been unable to contact the property owner.



Neil Jorgensen  
**Assets Group Manager**

**Attachment A – Dunback Bridge 213**

**Attachment B – Work carried out in the Waihemo Ward in September 2017**

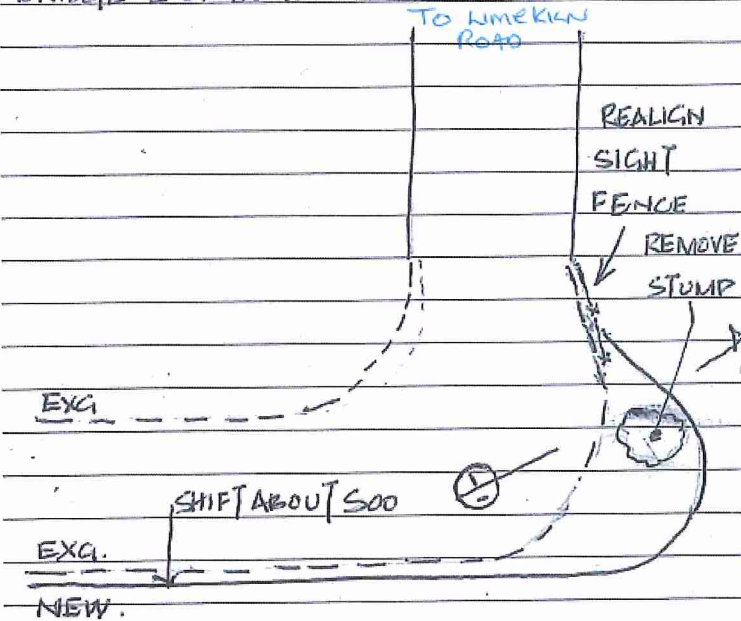
**Attachment C – Moeraki Water Upgrades**



Attachment A.

BRIDGE 213. DUNBACK

543000

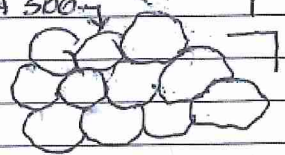


AP40 400 MM.

APES

BLIND WITH 300mm

DOWN



STRIP TOPSOIL

SECTION 1

COLLINS A5/50 DL NCR



Attachment B.

Work in Waihemo in September 2017				
Dispatch ID	Road	Fault	Contract ID	Area
3574	BROOKLANDS RD	Aggregate Loss	C642 General Road Mtce	WAIHEMO
3025	TAIERI PEAK RD	Blocked Culvert - clear debris	C642 General Road Mtce	WAIHEMO
3034	TAIERI PEAK RD	Blocked Culvert - clear debris	C642 General Road Mtce	WAIHEMO
3338	HORSE FLAT RD	Blocked Culvert - clear debris	C642 General Road Mtce	WAIHEMO
3339	HORSE FLAT RD	Blocked Culvert - clear debris	C642 General Road Mtce	WAIHEMO
3340	HORSE FLAT RD	Blocked Culvert - clear debris	C642 General Road Mtce	WAIHEMO
3341	HORSE FLAT RD	Blocked Culvert - clear debris	C642 General Road Mtce	WAIHEMO
3342	HORSE FLAT RD	Blocked Culvert - clear debris	C642 General Road Mtce	WAIHEMO
3343	HORSE FLAT RD	Blocked Culvert - clear debris	C642 General Road Mtce	WAIHEMO
3345	NENTHORN RD	Blocked Culvert - clear debris	C642 General Road Mtce	WAIHEMO
3346	NENTHORN RD	Blocked Culvert - clear debris	C642 General Road Mtce	WAIHEMO
3347	NENTHORN RD	Blocked Culvert - clear debris	C642 General Road Mtce	WAIHEMO
3348	NENTHORN RD	Blocked Culvert - clear debris	C642 General Road Mtce	WAIHEMO
3349	NENTHORN RD	Blocked Culvert - clear debris	C642 General Road Mtce	WAIHEMO
3350	NENTHORN RD	Blocked Culvert - clear debris	C642 General Road Mtce	WAIHEMO
3351	NENTHORN RD	Blocked Culvert - clear debris	C642 General Road Mtce	WAIHEMO
3352	NENTHORN RD	Blocked Culvert - clear debris	C642 General Road Mtce	WAIHEMO
3353	NENTHORN RD	Blocked Culvert - clear debris	C642 General Road Mtce	WAIHEMO
3354	NENTHORN RD	Blocked Culvert - clear debris	C642 General Road Mtce	WAIHEMO
3355	NENTHORN RD	Blocked Culvert - clear debris	C642 General Road Mtce	WAIHEMO
3356	NENTHORN RD	Blocked Culvert - clear debris	C642 General Road Mtce	WAIHEMO
3357	NENTHORN RD	Blocked Culvert - clear debris	C642 General Road Mtce	WAIHEMO
3358	NENTHORN RD	Blocked Culvert - clear debris	C642 General Road Mtce	WAIHEMO
3359	NENTHORN RD	Blocked Culvert - clear debris	C642 General Road Mtce	WAIHEMO
3360	NENTHORN RD	Blocked Culvert - clear debris	C642 General Road Mtce	WAIHEMO
3361	NENTHORN RD	Blocked Culvert - clear debris	C642 General Road Mtce	WAIHEMO
3362	NENTHORN RD	Blocked Culvert - clear debris	C642 General Road Mtce	WAIHEMO
3363	NENTHORN RD	Blocked Culvert - clear debris	C642 General Road Mtce	WAIHEMO
3364	NENTHORN RD	Blocked Culvert - clear debris	C642 General Road Mtce	WAIHEMO
3368	NENTHORN RD	Blocked Culvert - clear debris	C642 General Road Mtce	WAIHEMO
3369	NENTHORN RD	Blocked Culvert - clear debris	C642 General Road Mtce	WAIHEMO
1348	TAIERI PEAK RD	Digout SWC	C642 General Road Mtce	WAIHEMO
1349	TAIERI PEAK RD	Digout SWC	C642 General Road Mtce	WAIHEMO

1350	TAIERI PEAK RD	Digout SWC	C642 General Road Mtce	WAIHEMO
1351	TAIERI PEAK RD	Digout SWC	C642 General Road Mtce	WAIHEMO
1352	TAIERI PEAK RD	Digout SWC	C642 General Road Mtce	WAIHEMO
1357	TAIERI PEAK RD	Digout SWC	C642 General Road Mtce	WAIHEMO
3023	TAIERI PEAK RD	Digout SWC	C642 General Road Mtce	WAIHEMO
3026	TAIERI PEAK RD	Digout SWC	C642 General Road Mtce	WAIHEMO
3031	TAIERI PEAK RD	Digout SWC	C642 General Road Mtce	WAIHEMO
3033	TAIERI PEAK RD	Digout SWC	C642 General Road Mtce	WAIHEMO
2886	MOUNT TROTTER RD	Flooding	C642 General Road Mtce	WAIHEMO
2940	MCDONALD RD	Flooding	C642 General Road Mtce	WAIHEMO
2941	LOOP RD	Flooding	C642 General Road Mtce	WAIHEMO
2942	HYDE-MACRAES RD	Flooding	C642 General Road Mtce	WAIHEMO
2975	DOMAIN RD	Flooding	C642 General Road Mtce	WAIHEMO
2991	RUNBRAKE ST EAST	Flooding	C642 General Road Mtce	WAIHEMO
2999	LIMEKILN RD	Flooding	C642 General Road Mtce	WAIHEMO
3000	MCDONALD RD	Flooding	C642 General Road Mtce	WAIHEMO
3005	PARKHILL RD	Flooding	C642 General Road Mtce	WAIHEMO
3006	MACRAES RD	Flooding	C642 General Road Mtce	WAIHEMO
3007	HYDE-MACRAES RD	Flooding	C642 General Road Mtce	WAIHEMO
3008	HORSE FLAT RD	Flooding	C642 General Road Mtce	WAIHEMO
3015	TIVERTON ST	Flooding	C642 General Road Mtce	WAIHEMO
3018	SWEETWATER CREEK RD	Flooding	C642 General Road Mtce	WAIHEMO
3027	AINGES RD EAST	Flooding	C642 General Road Mtce	WAIHEMO
3028	PHILIP RD	Flooding	C642 General Road Mtce	WAIHEMO
3035	NENTHORN RD	Flooding	C642 General Road Mtce	WAIHEMO
3037	NENTHORN RD	Flooding	C642 General Road Mtce	WAIHEMO
3047	GRANGE HILL RD	Flooding	C642 General Road Mtce	WAIHEMO
3419	HORSE RANGE RD	Flooding	C642 General Road Mtce	WAIHEMO
3461	RUNBRAKE ST EAST	Flooding	C642 General Road Mtce	WAIHEMO
3462	TIVERTON ST	Flooding	C642 General Road Mtce	WAIHEMO
3463	TIVERTON ST	Flooding	C642 General Road Mtce	WAIHEMO
3466	HORSE RANGE RD	Flooding	C642 General Road Mtce	WAIHEMO
3486	PRINGLES RD	Flooding	C642 General Road Mtce	WAIHEMO
3489	FACTORY RD	Flooding	C642 General Road Mtce	WAIHEMO
3490	TIVERTON ST	Flooding	C642 General Road Mtce	WAIHEMO
3491	BOUNDARY RD	Flooding	C642 General Road Mtce	WAIHEMO

3492	COPINSHA ST	Flooding	C642 General Road Mtce	WAIHEMO
3493	BROUGH ST	Flooding	C642 General Road Mtce	WAIHEMO
3494	BROUGH ST	Flooding	C642 General Road Mtce	WAIHEMO
3586	HORSE RANGE RD	Flooding	C642 General Road Mtce	WAIHEMO
3098	STONEBURN RD	Grading	C642 General Road Mtce	WAIHEMO
3099	STONEBURN RD	Grading	C642 General Road Mtce	WAIHEMO
3209	RITCHIE RD	Grading	C642 General Road Mtce	WAIHEMO
3377	NENTHORN RD	Grading	C642 General Road Mtce	WAIHEMO
3378	NENTHORN RD	Grading	C642 General Road Mtce	WAIHEMO
3379	SCHOOL RD - MOONLIGHT	Grading	C642 General Road Mtce	WAIHEMO
3472	HORSE FLAT RD	Grading	C642 General Road Mtce	WAIHEMO
3473	WILKINSON RD	Grading	C642 General Road Mtce	WAIHEMO
3474	RAMROCK RD	Grading	C642 General Road Mtce	WAIHEMO
3475	MACRAES RD	Grading	C642 General Road Mtce	WAIHEMO
3476	MOONLIGHT RD	Grading	C642 General Road Mtce	WAIHEMO
3477	TAIERI RIDGE RD	Grading	C642 General Road Mtce	WAIHEMO
3478	PEARSON RD	Grading	C642 General Road Mtce	WAIHEMO
3479	SHEEHY RD	Grading	C642 General Road Mtce	WAIHEMO
3480	HAY RD	Grading	C642 General Road Mtce	WAIHEMO
3537	TAIERI PEAK RD	Grading	C642 General Road Mtce	WAIHEMO
3559	LIGHTHOUSE RD	Grading	C642 General Road Mtce	WAIHEMO
3560	LIGHTHOUSE RD	Grading	C642 General Road Mtce	WAIHEMO
3604	DUNCAN RD	Grading	C642 General Road Mtce	WAIHEMO
3605	JOYCE RD	Grading	C642 General Road Mtce	WAIHEMO
3606	BAGHDAD RD	Grading	C642 General Road Mtce	WAIHEMO
3657	ASHLANDS RD	Grading	C642 General Road Mtce	WAIHEMO
3658	GRANT RD - HAMPDEN STH	Grading	C642 General Road Mtce	WAIHEMO
3659	WORCESTER ST	Grading	C642 General Road Mtce	WAIHEMO
3690	MCKERROW RD	Grading	C642 General Road Mtce	WAIHEMO
3048	STONEBURN RD	Level - Subsidence	C642 General Road Mtce	WAIHEMO
3049	STONEBURN RD	Level - Subsidence	C642 General Road Mtce	WAIHEMO
3052	HAVEN ST	Level - Subsidence	C642 General Road Mtce	WAIHEMO
3464	STONEBURN RD	Level - Subsidence	C642 General Road Mtce	WAIHEMO
3469	HAVEN ST	Level - Subsidence	C642 General Road Mtce	WAIHEMO
3487	HORSE RANGE RD	Level - Subsidence	C642 General Road Mtce	WAIHEMO
3511	STONEBURN RD	Level - Subsidence	C642 General Road Mtce	WAIHEMO



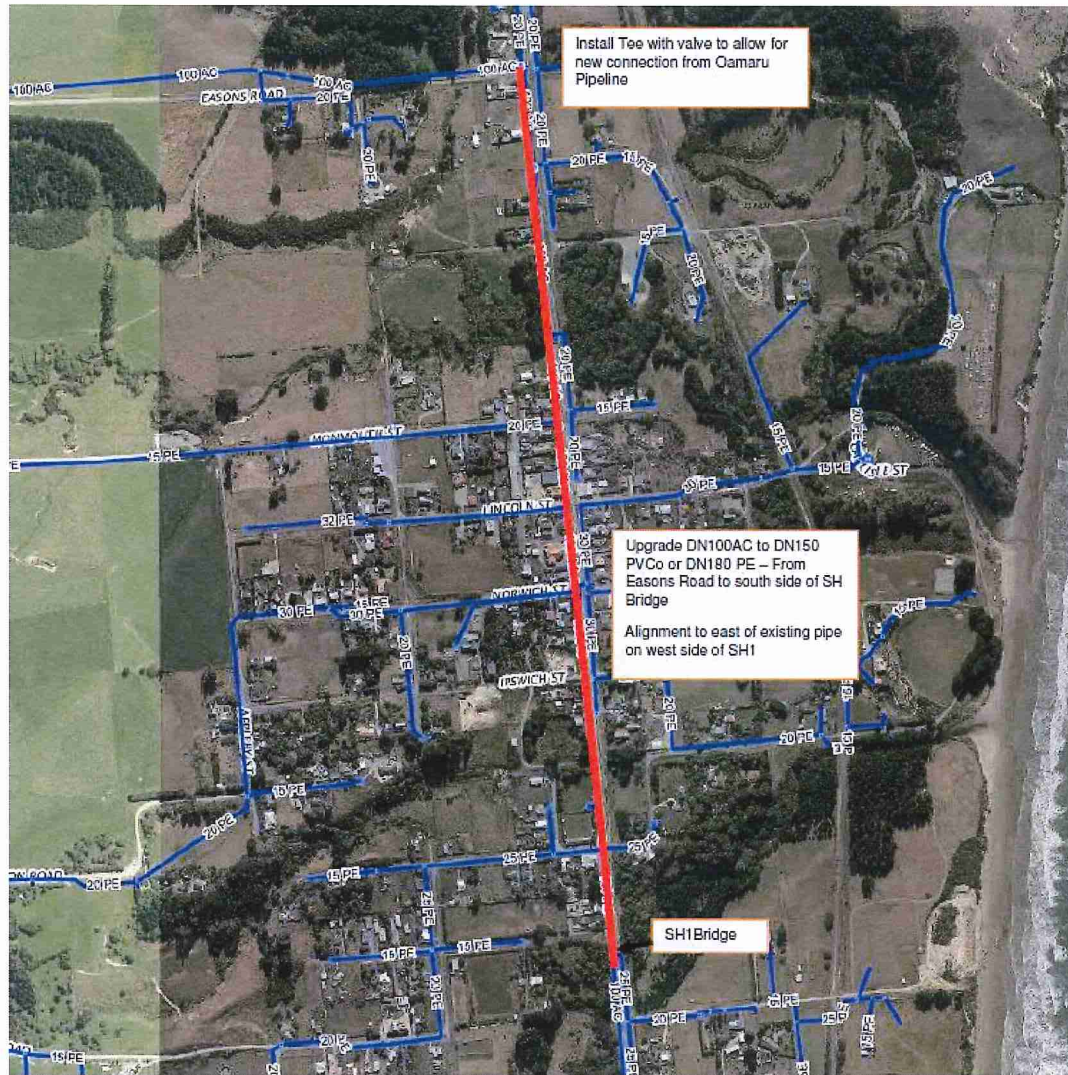
3572	HAVEN ST	Level - Subsidence	C642 General Road Mtce	WAIHEMO
3573	HAVEN ST	Level - Subsidence	C642 General Road Mtce	WAIHEMO
3457	STOUR ST - PALMERSTON	Level - Uneven Surface	C642 General Road Mtce	WAIHEMO
3488	HORSE RANGE RD	Low Shoulder	C642 General Road Mtce	WAIHEMO
1329	TAIERI PEAK RD	Maintainance required	C642 General Road Mtce	WAIHEMO
1330	TAIERI PEAK RD	Maintainance required	C642 General Road Mtce	WAIHEMO
1331	TAIERI PEAK RD	Maintainance required	C642 General Road Mtce	WAIHEMO
1332	TAIERI PEAK RD	Maintainance required	C642 General Road Mtce	WAIHEMO
3291	GOODWOOD RD	Maintenance	C642 General Road Mtce	WAIHEMO
3270	GOODWOOD RD	Missing	C642 General Road Mtce	WAIHEMO
3271	GOODWOOD RD	Missing	C642 General Road Mtce	WAIHEMO
3426	HORSE RANGE RD	Missing	C642 General Road Mtce	WAIHEMO
3706	HAMPDEN SQUARE EAST	Mowing	C642 General Road Mtce	WAIHEMO
823	FINCHS RD	New Installation	C642 General Road Mtce	WAIHEMO
839	EASONS RD	New Installation	C642 General Road Mtce	WAIHEMO
2820	GALBRAITH RD	New Installation	C642 General Road Mtce	WAIHEMO
3030	TAIERI PEAK RD	Overgrown Drainage	C642 General Road Mtce	WAIHEMO
1110	TAIERI PEAK RD	Pipe Broken	C642 General Road Mtce	WAIHEMO
1356	TAIERI PEAK RD	Pipe Broken	C642 General Road Mtce	WAIHEMO
1334	TAIERI PEAK RD	Positive Drainage	C642 General Road Mtce	WAIHEMO
2838	NEATH ST	Pothole sealed	C642 General Road Mtce	WAIHEMO
3417	RUNBRAKE ST WEST	Potholes	C642 General Road Mtce	WAIHEMO
3587	MOONLIGHT RD	Potholes	C642 General Road Mtce	WAIHEMO
3429	HORSE RANGE RD	Realign	C642 General Road Mtce	WAIHEMO
2748	PRINGLES RD	Replace Existing Sign	C642 General Road Mtce	WAIHEMO
2749	PRINGLES RD	Replace Existing Sign	C642 General Road Mtce	WAIHEMO
2750	PRINGLES RD	Replace Existing Sign	C642 General Road Mtce	WAIHEMO
2751	PRINGLES RD	Replace Existing Sign	C642 General Road Mtce	WAIHEMO
2752	PRINGLES RD	Replace Existing Sign	C642 General Road Mtce	WAIHEMO
2753	PRINGLES RD	Replace Existing Sign	C642 General Road Mtce	WAIHEMO
2754	PRINGLES RD	Replace Existing Sign	C642 General Road Mtce	WAIHEMO
2755	PRINGLES RD	Replace Existing Sign	C642 General Road Mtce	WAIHEMO
2756	PRINGLES RD	Replace Existing Sign	C642 General Road Mtce	WAIHEMO
2757	LOOP RD	Replace Existing Sign	C642 General Road Mtce	WAIHEMO
2758	LOOP RD	Replace Existing Sign	C642 General Road Mtce	WAIHEMO
2822	GALBRAITH RD	Replace Existing Sign	C642 General Road Mtce	WAIHEMO

3572	HAVEN ST	Level - Subsidence	C642 General Road Mtce	WAIHEMO
3573	HAVEN ST	Level - Subsidence	C642 General Road Mtce	WAIHEMO
3457	STOUR ST - PALMERSTON	Level - Uneven Surface	C642 General Road Mtce	WAIHEMO
3488	HORSE RANGE RD	Low Shoulder	C642 General Road Mtce	WAIHEMO
1329	TAIERI PEAK RD	Maintainance required	C642 General Road Mtce	WAIHEMO
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1331	TAIERI PEAK RD	Maintainance required	C642 General Road Mtce	WAIHEMO
1332	TAIERI PEAK RD	Maintainance required	C642 General Road Mtce	WAIHEMO
3291	GOODWOOD RD	Maintenance	C642 General Road Mtce	WAIHEMO
3270	GOODWOOD RD	Missing	C642 General Road Mtce	WAIHEMO
3271	GOODWOOD RD	Missing	C642 General Road Mtce	WAIHEMO
3426	HORSE RANGE RD	Missing	C642 General Road Mtce	WAIHEMO
3706	HAMPDEN SQUARE EAST	Mowing	C642 General Road Mtce	WAIHEMO
823	FINCHS RD	New Installation	C642 General Road Mtce	WAIHEMO
839	EASONS RD	New Installation	C642 General Road Mtce	WAIHEMO
2820	GALBRAITH RD	New Installation	C642 General Road Mtce	WAIHEMO
3030	TAIERI PEAK RD	Overgrown Drainage	C642 General Road Mtce	WAIHEMO
1110	TAIERI PEAK RD	Pipe Broken	C642 General Road Mtce	WAIHEMO
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1334	TAIERI PEAK RD	Positive Drainage	C642 General Road Mtce	WAIHEMO
2838	NEATH ST	Pothole sealed	C642 General Road Mtce	WAIHEMO
3417	RUNBRAKE ST WEST	Potholes	C642 General Road Mtce	WAIHEMO
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2750	PRINGLES RD	Replace Existing Sign	C642 General Road Mtce	WAIHEMO
2751	PRINGLES RD	Replace Existing Sign	C642 General Road Mtce	WAIHEMO
2752	PRINGLES RD	Replace Existing Sign	C642 General Road Mtce	WAIHEMO
2753	PRINGLES RD	Replace Existing Sign	C642 General Road Mtce	WAIHEMO
2754	PRINGLES RD	Replace Existing Sign	C642 General Road Mtce	WAIHEMO
2755	PRINGLES RD	Replace Existing Sign	C642 General Road Mtce	WAIHEMO
2756	PRINGLES RD	Replace Existing Sign	C642 General Road Mtce	WAIHEMO
2757	LOOP RD	Replace Existing Sign	C642 General Road Mtce	WAIHEMO
2758	LOOP RD	Replace Existing Sign	C642 General Road Mtce	WAIHEMO
2822	GALBRAITH RD	Replace Existing Sign	C642 General Road Mtce	WAIHEMO

3418	TAIERI PEAK RD	Saturated Pavement	C642 General Road Mtce	WAIHEMO
3512	BUSHY HILL RD	Scouring	C642 General Road Mtce	WAIHEMO
3588	BLAIKIE RD	Scouring	C642 General Road Mtce	WAIHEMO
3589	GRANGE HILL RD	Scouring	C642 General Road Mtce	WAIHEMO
2680	DISTRICT RD - PALMERSTON	Sevr Cover Broken / Uneven	C642 General Road Mtce	WAIHEMO
2694	HAVEN ST	Sevr Cover Broken / Uneven	C642 General Road Mtce	WAIHEMO
3465	GOODWOOD RD	Spillage	C642 General Road Mtce	WAIHEMO
3643	FLEMING RD	Spillage	C642 General Road Mtce	WAIHEMO
3644	FLEMING RD	Spillage	C642 General Road Mtce	WAIHEMO
1333	TAIERI PEAK RD	StormWater Structure Broken	C642 General Road Mtce	WAIHEMO
3585	RUNBRAKE ST WEST	Surface Damage	C642 General Road Mtce	WAIHEMO

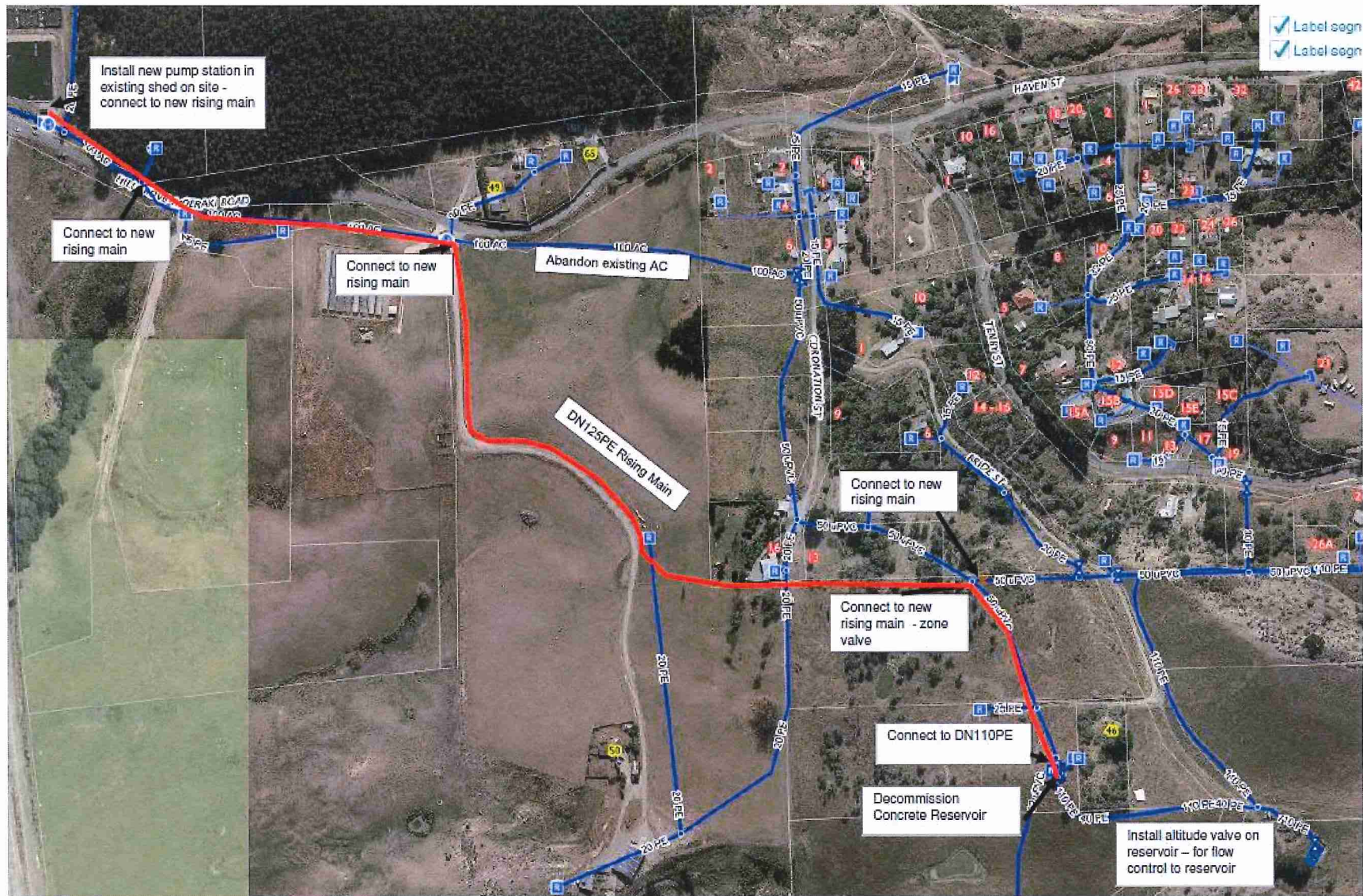


## Attachment C – Hampden / Moeraki Water Upgrades



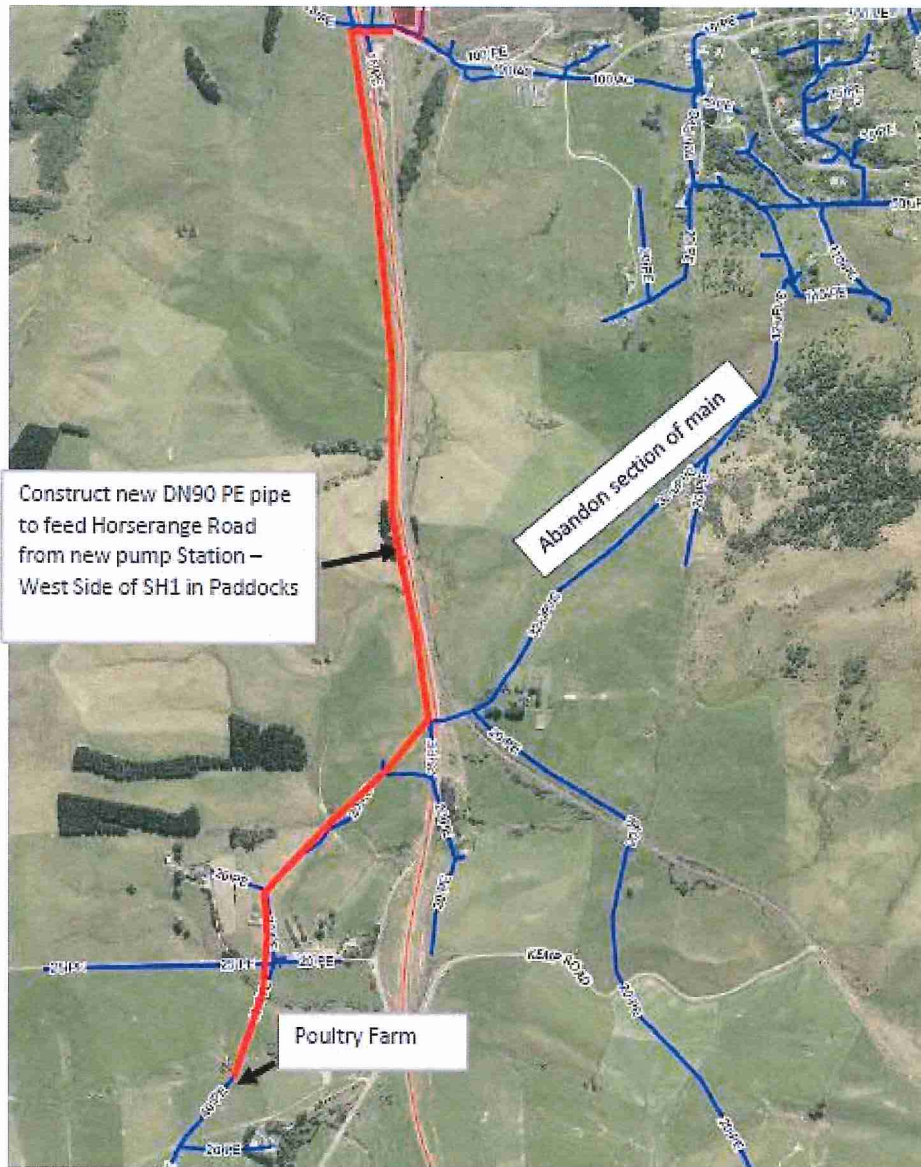
Hampden Pipe Upgrade – Stage 1





Moeraki Rising Main





# Waihemo Community Board Report

**From** Recreation Manager

**Date** 6 November 2017

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## Recreation Update

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### Recommendation

That the Waihemo Community Board receives the information.

### Purpose

The purpose of this memorandum is to update the Waihemo Community Board on routine work, maintenance issues and progress on minor projects for the period 14 September 2017 to 24 October 2017.

### Comment

- *Palmerston Cemetery* – Driveways are scheduled to be graded in the coming months and an additional beam installed this summer.
- *Palmerston Walking Improvements* – Officers continue to pursue our neighbour for a meeting to discuss options to link SH1 and District Road.
- *Bike Park* – Council has allocated \$50,000 towards a bike skills area for young kids learning to ride. The intention is to use this as local share to obtain additional community funding. Officers are working on a design for a site adjacent to the BMX track and playground that will incorporate road skills and bike control tests for Community Board consideration. The aim is to workshop this with the Community Board in November.
- *Mill Domain* – Council's contractor has reopened and added additional peagravel to the drains. Further work is planned to cultivate uneven areas, bring in additional soil to mix with the existing, relevel and resow. Once the new grass has established, further renovation work is planned, consisting of :
  - Mini-moling to carry water to the installed drains
  - Aeration to improve microbial activity
  - Liming and fertilising to improve soil quality
  - Tree works to reduce shading
  - An ongoing soil and turf management programme based on annual assessments carried out by sportsturf specialists.
- *Moeraki Memorial Rock* – Officers have not received any further information on this project.
- *Moeraki Millenium Track* – A contractor has cleared a route through the slip on the Millenium track from the Moeraki lookout point to the foreshore. This will provide a 'route' for walkers. Signs will be installed advising that the connection is not maintained to 'walking track' standard. Full re-instatement is expected to cost \$50,000 and the slip area is expected to continue moving .
- *Moeraki Centenary Park* – The steps down to the beach have been replaced.
- *Moeraki Lookout Kiosk Replacement* – The contractor is confirming the price and aims to complete by the end of November.
- *Dunback, Hampden Streetscapes* – Officers met with Community Board members and Hampden residents to discuss the Hampden Streetscape concept. The landscape architect is working with NZTA to modify the plans. Officers intend to bring this to the December Community Board meeting for approval.

- *Dunback Domain Toilets* – The supplier of the the toilet block is completing the design producer statement for building consent. An application for resource consent has been submitted to Otago Regional Council. Tenders for construction/ installation will be sought in November.
- *Hampden Hall New Toilets* – The plants will be switched by the end of October.
- *Hampden Cemetery* – Officers are obtaining prices for rabbit fencing the Cemetery. A dedicated ash beam is planned to be installed this year.
- *Little Kuri Creek, Hampden* – Planting of flaxes should be completed by the first week of November.



Erik van der Spek  
**Recreation Manager**

Neil Jorgensen  
**Assets Group Manager**

# *Waihemo Community Board Memorandum*

**From** Asset Management Engineer – Water Services

**Date** 6 November 2017

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## **Hampden Onsite Wastewater Management Systems Inspection and Cleaning**

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### **Recommendation**

That the Waihemo Community Board receives the information.

### **Summary**

The Hampden Wastewater Liaison Group (HWLG) resolved in 2012 that a cleaning and inspection programme of all Onsite Wastewater Management System's (OWMS) within the Hampden Township be instigated and managed by Council.

A number of factors have prevented the project from commencing, including limited capacity to receive the removed waste at the Oamaru Wastewater Treatment Plant.

The Dunedin City Council has approved disposal of the waste at the Green Island Wastewater Treatment Plant and this can be achieved within the funding available. The project will proceed on this basis and commence in early 2018.

### **Purpose**

The purpose of this memorandum is to present information on the status of Hampden OWMS cleaning and inspection programme.

### **Background**

The Hampden Township is not serviced by a public sewer reticulation network. Alternatively, each individual property has an OWMS, and the property owner is responsible for its continued operation and maintenance.

There are estimated to be 205 OWMS within the Hampden Township, with the majority being residential septic tanks.

Since the 1990's there has been growing concern over the lack of management by property owners of their individual OWMS. Mismanagement of an OWMS can lead to an overflow of wastewater from the system, which left unresolved, could result in discharges of wastewater to neighboring properties, road corridors and waterways. This poses a significant risk to the community's health and the environment.

In 2012 the HWLG was established to determine how best to treat and dispose of wastewater within the Hampden Township. Various options were considered including a public reticulated network.

Following a great deal of investigation and community consultation, the HWLG deemed the installation of a reticulated network was unaffordable for such a small community. Instead, given the majority of OWMS were in relatively good condition and simply required regular maintenance, it was resolved that a Council managed cleaning and inspection programme of all OWMS within the Hampden Township be instigated. Any system failures identified during the inspection would be reported, by Council's Environmental Health Officer, to the property owner for resolution and inaction followed up by Council's Enforcement team.

The programme was to be completed over a five-year period (41 OWMS per year) and funded from the Hampden Amenity Rate.

### **Comment**

Officers have experienced a number of "speed bumps" in instigating the programme.

A five-year fixed term contract was drafted and discussed with potential providers, but during that process it became evident that such a contract was not attractive to providers in terms of contract management, establishment of processes, public liaison and data entry. A one-off project was considered preferable and allowed all system faults to be addressed in a shorter period of time.

By this time it was identified that the Oamaru Wastewater Treatment Plant was limited in its capacity to receive the removed waste. The project was placed on hold until capacity was available or a cost-effective alternative was developed.

The Oamaru Wastewater Treatment Plant continues to be limited in capacity. Therefore, officers have approached Dunedin City Council and received agreement that the removed waste can be disposed of at the Green Island Wastewater Treatment Plant.

Quotes received from three potential providers indicate the project can be completed at a cost of approximately \$80k. Funding available for the project stands at \$90k through income from the Hampden Amenity Rate since 2013/14.

Works will commence in early 2018 and are estimated to be completed within 70 working days.



Caitlin Donovan  
**Asset Management Engineer – Water Services**



Neil Jorgensen  
**Assets Group Manager**

# Waihemo Community Board Memorandum

From: Asset Management Engineer – Water Services

Date: 6 November 2017

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## Palmerston Water Reticulation Renewal Design

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### Recommendation

That the Waihemo Community Board receives the information.

### Summary

There are a number of sections of aged water reticulation pipework within the Palmerston Township requiring replacement.

In recent years, Council officers have commenced replacing the pipework, installing in its place new Polyethylene (PE) pipework sized to deliver demand only. This practice whilst reducing renewal spend, limits firefighting capacity within the water reticulation network. The Board has asked for a report to consider whether this practice should continue or whether another option is more appropriate.

Good progress has been made, however further information is required from the New Zealand Fire Service (NZFS) to develop the middle option in the report as well as depreciation fund modelling over a 100 year period to show the impact of the options on available funding.

### Purpose

The purpose of this memorandum is to provide an update on where officers are at with the options report.

### Background

The Palmerston zone of the Waihemo water supply services a mix of residential, commercial and industrial activity and has a reticulation network consisting of 28km of pipework ranging in diameter from 20mm service lines to 200mm trunk mains. Pipework material is primarily Polyethylene (PE), Poly Vinyl Chloride (PVC) and Asbestos Cement (AC) however small sections of Cast Iron (CI) and Galvanised Steel (GS) are still in operation.

The Cast Iron and Galvanised Steel pipework is aged, fails frequently and can be difficult to repair. Additionally water passing through the pipework can become dirty during peak periods when flows increase which leads to a number of customer complaints.

In recent years, Council officers have commenced replacing sections of this pipework, installing in its place new PE pipework sized to deliver demand only. Designing solely for demand has reduced replacement costs however has limited firefighting capacity.

### Comment

The attached report is being developed to present options to a future meeting. This report is in draft and for the Board's information only as discussion with the NZFS needs to be carried out and costs developed for the identified upgrades necessary prior to making decisions on how to proceed and discounting options. Once this information is available, depreciation graphs will be developed which show the effect over the long term on funding requirements.

This work will be incorporated into the draft report.



Caitlin Donovan  
Asset Management Engineer – Water Services



Neil Jorgensen  
Assets Group Manager

**Attachments: Draft Palmerston Water Reticulation Design Report**



# Draft Waihemo Community Board Report

**From** Asset Management Engineer – Water Services

**Date** TBA

## Palmerston Water Reticulation Renewal Design

### Recommendations

The Waihemo Community Board resolves that:

**TBA**

### Objective of the Decision

To ensure sufficient firefighting capacity exists within the Palmerston zone water reticulation network for protection of people and property in the township.

### Summary

There are a number of sections of aged water reticulation pipework within the Palmerston Township requiring replacement.

In recent years, Council officers have commenced replacing the pipework, installing in its place new PE pipework sized to deliver demand only. This practice limits firefighting capacity within the water reticulation network.

The Palmerston Township is not required to meet the New Zealand Fire Service Fire Fighting Water Supplies Code of Practice (SNZ PAS 4509:2008) and the cost to upgrade the network to meet this is significant and considered unjustified.

Working with the New Zealand Fire Service (NZFS) to identify critical areas within the Palmerston zone water reticulation network requiring upgrade will provide sufficient capacity to protect people and property and limit spending of already limited renewal reserves.

### 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	Key
Financial Criteria	Key	Economic Considerations	Key
Community Views	No	Community Board Views	Key
Consultation	No	Publicity and Communication	No

### Background

The Waihemo water supply services a population of some 1357 across three zones:

- Palmerston zone - predominantly urban on-demand
- Dunback zone – rural restricted
- Goodwood zone - rural restricted

The Palmerston zone services a mix of residential, commercial and industrial activity and has a reticulation network consisting of 28km of pipework ranging in diameter from 20mm service lines to 200mm trunk mains. Pipework material is primarily Polyethylene (PE), Poly Vinyl Chloride (PVC) and Asbestos Cement (AC) however small sections of Cast Iron (CI) and Galvanised Steel (GS) are still in operation.

The CI and GS pipework is aged, fails frequently and can be difficult to repair. Additionally water passing through the pipework can become dirty during peak periods when flows increase which leads to a number of customer complaints.

In recent years, Council officers have commenced replacing sections of the CI and GS pipework, installing in its place new PE pipework sized to deliver demand only. Designing solely for demand has reduced replacement costs, critical for a supply with limited renewal funding.

The upgrading of the Palmerston Water Treatment Plant to meet the New Zealand Drinking Water Standards (2008), amalgamation of the Palmerston, Dunback and Goodwood water supplies and a significant capacity upgrade project of water reticulation pipework on the Goodwood and Dunback zones, all over the last 5-10 years, has left the Waihemo water supply depreciation reserves in deficit. The deficit currently sits at \$548k and attracts annual interest payments of \$32k. The interest component is rate funded (\$33 of the current \$708 Waihemo water supply rate) and the deficit is funded from annual depreciation income to a maximum value of \$119k (dependent on the number of renewal funded projects completed during the year).

Designing for demand only limits the firefighting capacity within the reticulation network however the Palmerston Township is not a gazetted firefighting zone and is therefore not required to meet SNZ PAS 4509:2008.

SNZ PAS 4509:2008 requires a flow of 12.5 litres per second, for all residential properties, from a fire hydrant within a distance of 135m and an additional 12.5 litres per second from a fire hydrant within 270m. The required flows for commercial and industrial properties are calculated on a case by case basis.

For Palmerston, the Waitaki District Council has aimed to, at a minimum, meet the earlier 1992 version of the Code of Practice, requiring a flow of 25 litres per second for all properties from one fire hydrant or a group of fire hydrants within a distance of 270m. This can be achieved for most of the properties within the Palmerston Township.

### **Summary of Options Considered**

#### **Option 1 - Design for household demand only (Status Quo)**

This option keeps renewal spending to a minimum ultimately allowing the reserve deficit to be repaid in a shorter period of time without significant impact on the Waihemo water supply rate.

Construction rates for pipes designed for demand only (typically 50mm diameter) versus those designed for firefighting (minimum 100mm diameter) are in the order of \$76 per meter versus \$111 per meter. For the lengths requiring replacement in the Palmerston Township, this equates to \$345,000 versus \$554,000 (refer attachment).

Whilst the 2008 Code of Practice won't be met, the 1992 Code of Practice will still be able to be met in most instances. It cannot be confirmed however that this is sufficient to protect people and property within the Palmerston Township.

#### **Option 2 – Design for household demand and fire fighting in specific locations identified and agreed with the NZFS (Preferred)**

TBD

#### **Option 3 – Design for household demand and fire fighting in all streets**

This option provides a reticulation network replicative to that of a gazetted firefighting zone such as Oamaru, consisting of a 150mm diameter outer ring main and 100mm diameter interconnected pipework in all streets.

To achieve such a network requires 4.5km of existing pipework to be upgraded and 2.1km of new pipework to be installed (refer attachment) at a cost of some \$805,000. This would place the water depreciation account into a significant deficit.

Whilst the 2008 Code of Practice would be met, this is potentially well in excess of what the Palmerston Volunteer Rural Fire Service (VRFS) can physically use. VRFS resources are limited and potentially could not draw water from more than one fire hydrant at a time. Installing such a network therefore would be a poor use of already limited renewal reserves.

**Assessment of Preferred Option**

Option 2 requires a collaborative assessment by the NZFS and Council officers to determine critical areas specifically requiring additional capacity for firefighting within the limits of what the VRFS can physically achieve. This ensures sufficient capacity is available to protect people and property in the Palmerston Township and renewal reserves are not wastefully expended on upgrades where the capacity cannot be utilised by the VRFS.

**Conclusion**

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

1. The existing practice of designing for demand only is limiting the firefighting capacity within the Palmerston Township;
2. Upgrading the network to fully meet the 2008 Code of Practice is well in excess of what can physically be utilised by the VRFS;
3. Determining critical locations within the network requiring upgrade, in collaboration with the NZFS, will address capacity concerns and limit renewal spending.

Caitlin Donovan  
**Asset Management Engineer – Water Services**

Neil Jorgensen  
**Assets Group Manager**

**Attachments:**

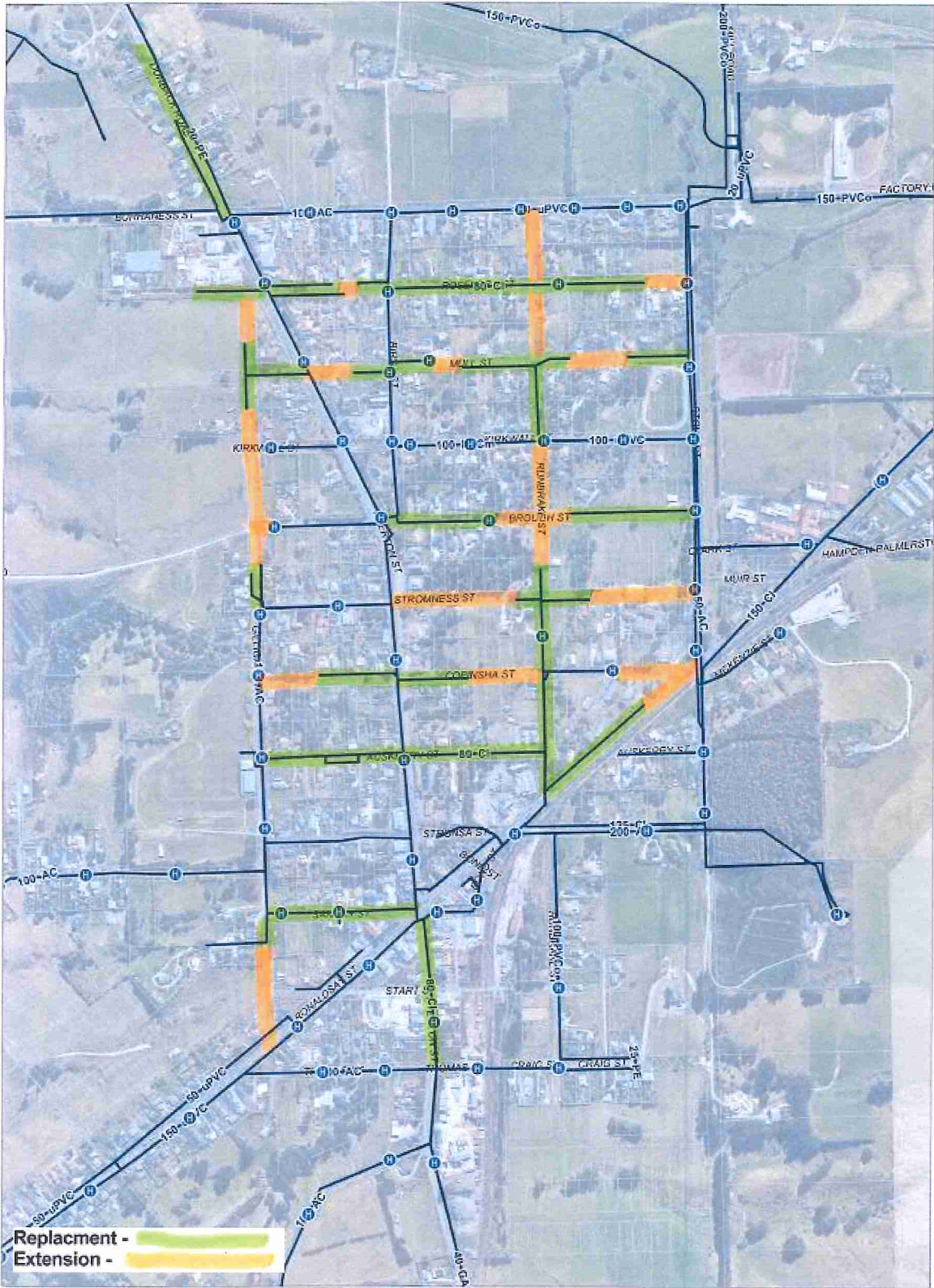
Palmerston Water Supply - Preliminary Look to Future Reticulation Layout  
Palmerston Reticulation Layout – Replacement and Extensions

# Palmerston Water Supply – Preliminary Look to Future Reticulation Layout

Palmerston Water supply - Preliminary Look to Future Reticulation Layout							
Category	Street	Existing Main Dia. (mm)	Upgrade Dia. (mm)	Length (m)	Rate - Urban	Total- Urban	
Extention	Roseness St	n/a	150	100	\$137	\$13,700	
Extention	Mull St	n/a	100	205	\$111	\$22,755	
Extention	Brough St	n/a	100	110	\$111	\$12,210	
Extention	Stromness St	n/a	100	360	\$111	\$39,960	
Extention	Copinsha St	n/a	150	240	\$137	\$32,880	
Extention	Ronaldsay St	n/a	100	120	\$111	\$13,320	
Extention	Runbrake St	n/a	100	440	\$111	\$48,840	
Extention	Gilligan St Sth	n/a	150	170	\$137	\$23,290	
Extention	Gilligan St Nth	n/a	150	320	\$137	\$43,840	
<b>Extention Total</b>						\$250,795	<b>Replace for Demand</b>
Replacement	Dunback Rd	20GALV	100	290	\$111	\$32,190	\$76 \$22,040.00
Replacement	Roseness St	80CI, 25PE	150	670	\$137	\$91,790	\$76 \$50,920.00
Replacement	Mull St	40GALV, 25PE	100	480	\$111	\$53,280	\$76 \$36,480.00
Replacement	Brough	80AC, 50PE	100	350	\$111	\$38,850	\$76 \$26,600.00
Replacement	Stromness St	40PE, 20PE	100	110	\$111	\$12,210	\$76 \$8,360.00
Replacement	Copinsha St	80CI, 63PE	150	330	\$137	\$45,210	\$76 \$25,080.00
Replacement	Auskerry St	80CI	100	440	\$111	\$48,840	\$76 \$33,440.00
Replacement	Sanday St	80CI	100	230	\$111	\$25,530	\$76 \$17,480.00
Replacement	Ronaldsay St	57AC	100	200	\$111	\$22,200	\$76 \$15,200.00
Replacement	Runbrake St	80CI, 40GALV	100	510	\$111	\$56,610	\$76 \$38,760.00
Replacement	Gilligan St	100AC, 20PE, 15GALV	150	700	\$137	\$95,900	\$76 \$53,200.00
Replacement	Tiverton St	80CI	100	230	\$137	\$31,510	\$76 \$17,480.00
<b>Replacement Total</b>						\$554,120	\$345,040.00
<b>Grand Total</b>						\$804,915	<b>\$459,875.00</b>



Palmerston Reticulation Layout – Replacement and Extensions



Palmerston Reticulation Layout - Replacements and Extensions

# Waihemo Community Board Report

**From** Waihemo Community Board Chair

**Date** 6 November 2017

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## Chairperson's Report

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### **Recommendation**

That the Waihemo Community Board receives the Chairperson's report.

Firstly, I would like to thank all members of the Waihemo Community Board and Council staff. It has been a busy month behind the scenes working towards Amenity rate projects and recreational projects, to name a few.

### **Thursday 12 October**

Heather and I attended a roadshow presented by the Otago Regional Council, regarding the Shag River Project it is currently undertaking. Reading material on this is available upon request.

### **18–19 October – East Otago Field days**

Congratulations to the Committee of the Field Days events. They should be proud of their achievements for the Community. It was reported that 4000 visitors attended and there was something for everyone. This included machinery, cooking demonstrations, fashion parades, live music, a magician and a good variety of stalls. Well done to everyone involved.

### **Friday 20 October – Moeraki Beach Steps**

Thank you to Council's Recreation team for ensuring these steps were in place prior to Labour weekend. This is a busy weekend for our seaside towns. Board members have viewed the steps and were impressed; we hope these will last the test of time.

### **Friday 20 October – Hampden Amenity Rate Project**

The Board met with Ting Ge to go over ideas the Community had forwarded to us for consideration. We will now work through the process of budgets, planning and priorities, so this is now effectively "work in progress".

### **Sunday 22 October – Kelly's Canter**

Thank you to the Lions for their continued support organising this event. The weather was not kind on the day, but there were still plenty of keen runners and walkers taking part. The day's activities also included a Paddy's Market, with people gathering in the town centre.

### **Wednesday 25 October – Macraes Tourism workshop**

I attended a Macraes tourism workshop, which was organised by Oceania for the Macraes Community Incorporated and the Macraes Community Development Trust, of which I am a Trustee.

### **Monday 30 October – Palmerston Amenity rate workshop**

A Board workshop was held with Ting Ge regarding projects presented to us from our Amenity rate engagement with the Community. We are working through these ideas.

I am pleased to say we have received plenty of positive feedback from the Community regarding the Board's recent Board tour and Amenity rate projects. They appreciate the work we are doing.

Once again, we have a busy period prior to Christmas, with decisions on Amenity rate projects and the Clock project.

### **Monday 6 November**

A Waste Minimisation workshop with Council officers is planned for this day, immediately prior to the evening Waihemo Community Board Meeting which will commence at 7.00pm.

**Kathy Dennison**  
Waihemo Community Board Chair

# *Waihemo Community Board Report*

**From** Waihemo Community Board Members

**Date** 6 November 2017

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## **Community Board Members' and Councillor's Reports**

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### **Recommendation**

That the Waihemo Community Board receives the Community Board Members' and Councillor's reports.

- **Community Board Members' Reports (verbal report at meeting)**
  
- **Councillor's Report (verbal report at meeting)**



# Waihemo Community Board Memorandum

**From** Customer Services Group Manager

**Date**

6 November 2017

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## Information Report to Community Boards – November 2017

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### Recommendation

That the Waihemo Community Board receives the information.

### Summary

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

- Mayor's and Chief Executive's reports to 25 October 2017 Council meeting
- Customer Services Group Manager – Health and Safety Update to Customer Services Committee 11 October 2017.

### Purpose

The purpose of this information is to bring Community Boards up to speed with matters considered by Council over the preceding period.

Community Boards and Community Board Chairs may have already received this information.



Lisa Baillie  
**Customer Services Group Manager**

# Waitaki District Council Memorandum

**From** Mayor Gary Kircher

**Date** 25 October 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 year continues to fly past, and every day seems to bring new challenges, opportunities and issues. As the saying goes, variety is the spice of life and we seem to have plenty of that! In the background, we have ongoing work involving our internal systems and processes, and I'm pleased to see our new CEO get on with the task of improving them. The length of the Exec Team's weekly meetings is testament to that! I'm feeling positive that we will get improved staff morale and culture through this process.

As for the external interactions we have, our continued work on improving customer service is getting more focus than ever, and I support the approach of continuous improvement in all we do. There have been a number of hiccups and false starts over the past two years which I want us to learn from and move past. We need to get things right first time as much as possible, and we need to keep up our momentum, especially given that our district is moving forward at a relatively fast pace at the moment. We need to be nimble and responsive, and we need to be accurate with our actions.

### The fire service merger

When the Otago Councils worked together to form the Otago Rural Fire Authority, there was some concern about how it would go, and whether it would last. Given that there was a significant contribution of equipment from the various TLAs, a loan document was created to record the contribution from each Council. In Waitaki's case, this was some \$285,000, with an approximately \$150,000 more contributed since then to buying five new tankers for use in our district. However, any concerns were unfounded as ORFA proved to be very effective and I believe that we were all happy with the progress it made in establishing new, improved standards across the region.

But time has moved on since then. Within a relatively short time, a review of fire and emergency services was conducted, and the government settled on a new merged structure which brought together rural fire brigades and the NZ Fire Service in a new entity – Fire and Emergency New Zealand. The merger has occurred and it appears to have gone quite painlessly. Concerns about the changes faced by a largely volunteer-based service with a largely-paid service have ensured that proper care was taken to look after everyone equally.

However, there remains the issue of the 'loan' documents held by each of the Otago Councils.

Personally, I feel that these should be forgiven on the following provision – that any equipment given by any of the Councils should remain in the district which paid for it, for at least a five-year period unless agreed otherwise. That would ensure that equipment purchased using ratepayer

money from a district, remained available to those ratepayers who paid for it. But not all Councils feel the same way, as is their right. This is a topic which we will be discussing at the upcoming Mayoral Forum and hopefully will see an agreed solution, which is both amicable and pragmatic.

Council	Loan Amount
Clutha District Council	\$34,491
Central Otago District Council	\$426,988
Dunedin City Council	\$148,677
Queenstown Lakes District Council	\$267,290
Waitaki District Council	\$285,145
<b>Total</b>	<b>\$1,162,592</b>



### Otago Museum

Another topic in the upcoming Otago Mayoral Forum is one which has been aired numerous times over the past three years. It is the vexed issue of the funding for the Otago Museum, which is set out in the Otago Museum Trust Board Act 1996. Of the contributing Councils outside Dunedin City Council, Clutha District Council pays the most, with WDC second, and Central Otago District Council third.

Payments are based on population and proximity to the museum. We felt we had reached agreement on the matter when Queenstown Lakes District Council, which had been deliberately omitted from having to contribute funds to the museum due to its own commitments, agreed to pay a share based on the formula used to calculate the contribution of the other Councils. Because of the legislation, it was agreed that their contribution would be used to offset that of Clutha District Council's, which would bring some greater equity to the situation. However, Clutha District Council voted against



accepting the offer due to some misguided principle that Waitaki should be paying a considerable amount more. We have a greater population, but the majority of our population is further away and so has less access to the facility. Added to that is the fact that we pay a considerable amount towards the operation of our own cultural facilities – the museum, Forrester Gallery, and the archive. There is no way that I support any increase in the level of our contribution to Otago Museum. In fact, I would happily accept back all of the artefacts that came from Waitaki and are being kept at Otago Museum. We would have an improved collection if we had those items back in Waitaki.

We are currently at an impasse. On the one hand, there is no reason why we should increase our contribution, nor any legal grounds for doing so. But Clutha appears to be wanting to force this issue, so we will meet them head on and use the facts to demonstrate why they are wrong to push for this change. If we are working on principles of equity, it will see their contribution decrease, rather than seeing ours increase.

### Central government elections

As I write this report, we are still waiting to see how negotiations go as to which major party will be leading the next government. The election this year became a torrid affair in many ways – the seemingly world-wide move towards politics of personal abuse hadn't passed us by, with many commenters getting pretty nasty in public and on social media. It is a shame that it appears to be more of an exception for us to be able to logically debate policies these days. A good example of this was the candidate forum in the opera house where some "supporters" needed to be told to stop booing to allow a candidate to speak. Contrast this to another meeting held by one of the main parties to discuss their key policies, where one commenter appeared to be genuinely surprised by the relatively polite debate that ensued. This was in spite of the good number of attendees who were particularly opposed to one of the policies. There is some hope, after all...

I also had the pleasure of chairing a candidate forum held in Palmerston for the Dunedin North candidates, and hosted by Bill Campbell of the East Otago Review. It was the first meeting where all eight candidates were present, with the one exception being a stand-in for the Green Party. The debate went well and the small crowd had plenty of time to hear what they had to say, and to question the candidates on a wide variety of topics. Given that our district is in that electorate from south of Maheno, it was useful for me to also hear what each candidate was bringing to the table as far as policies. Whichever party leads the next government, it is important for Waitaki to have good relationships with them for the benefit of the district.



The Dunedin North candidates (Independent candidate, Stan Lusby, is just out of the shot)



### International intern program

Fergus Power has hit the ground running with his international intern programme, as he sets the foundation for bringing it to Waitaki. It is such an exciting opportunity for us, with the number of possible projects that could be carried out by interns growing almost daily. These will often be projects that are really good to do, but that just don't normally get the opportunity to happen due to other priorities. It gives us the chance to add real value to our work in the community, for a relatively low cost, whilst creating a win:win situation for us and the interns.

We are still working on accommodation options though there shouldn't be any problem getting this sorted in time for any arrivals. We will be discussing at this meeting the pastoral care of the interns, which is critical to the success of the programme. These young people are a long way from home and family, so it is important that they are not only made welcome, but that we look after them properly. If done well, they will become lifelong ambassadors for Waitaki, and more importantly, will get far more from their time with us.

It is an exciting opportunity, and I think it will be a game-changer for our district.

### Duntroon's Vanished World

A special stakeholder event was held in Duntroon recently, with the Vanished World as the centrepiece. The VW committee has been working away quietly in the background to advance plans to improve the attraction experience, with the ultimate goal of becoming a listed UNESCO Geopark. Such a Geopark could be quite extensive, perhaps even taking in locations such as Omarama's Clay Cliffs, as well as closer areas such as Elephant Rocks, and our pillow lava sites. This is yet another exciting opportunity, and one which has excellent potential to bring visitors to Waitaki from around the world. It also helps to add to our own appreciation of our district. Once again, this will be a case of a group of our passionate volunteers helping to put Waitaki on the map. I'm keen to see the Council get right in behind them and help them make it happen!



### Landmarks/World Heritage Status

As the second region to be involved in the Landmarks programme, Otago has been given a special opportunity to recognise the heritage buildings, sites, and areas that have some significance for us all. Oamaru of course is the capital of spectacular Victorian buildings that we are becoming increasingly renowned for. So it is pleasing to see a submission process opened which allows our community to put forward the various landmarks that we want to see recognised.

Landmarks appears to be a NZ alternative to the international ICOMOS World Heritage Status that Oamaru sought some years ago. It has remained in the background as a possible goal one day, and there are a good number of people who haven't lost sight of it. It was good to see our CEO identify the possibility as something that he was not only interested in, but that we could work towards. The next step is to get Landmark status for our collection of heritage buildings and heritage sites, but it is exciting to think that we may eventually get official international recognition for our heritage.

**LANDMARKS**  
*Whenua Tohunga*



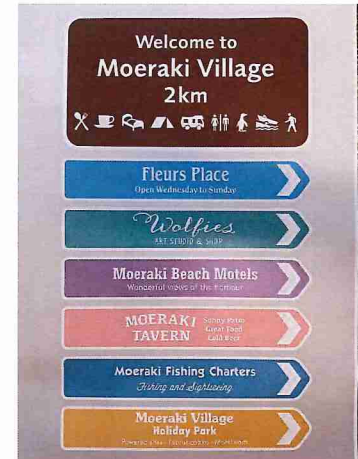


### State Highway 1 - Moeraki

The stretch of state highway around Shag Point, Moeraki, and Hampden has been the scene of many accidents, including a number of fatalities. There have been many calls from across our district to improve the road, and to make changes to cut the number and severity of accidents.

Many would like major changes made to the layout of the road itself, and I have a lot of sympathy with those comments. However, the most practical solutions are being put in place, to slow traffic when necessary, and to minimise confusion particularly at the turn-offs to Moeraki Boulders and the Moeraki Village. It has been difficult for visitors to know exactly where to turn off, often mistaking one for the other. And that has led to many near misses, and all too many injuries and deaths.

So it has been pleasing to see NZTA take on the issues, and take some reasonable steps towards making the area safer. This has recently included the installation of a RIAWS system, which flashes a reduced speed of 70kmh whenever a vehicle is entering or exiting the Moeraki Boulders turnoff. And since then, there has been an appreciable amount of work undertaken to clear up the multitude of signs in the vicinity of Moeraki. We are close to the culmination of that, as NZTA and its Safer Journeys partners have worked with the community to provide an alternative to the existing signs. I've appreciated the determination and cooperative nature demonstrated by the organisations to improve the situation, and thank them for their consultation with Councillors and me.



An example of possible new, simplified signage

### OBPC Carpark

We are waiting on the decision on our latest application to the government's Tourism Infrastructure Fund, and included in that is a significant application to tidy up the area around the Oamaru Blue Penguin Colony. As our top tourist attraction in Oamaru, the area has let us down for some time now, and we need to upgrade it. However, it is not just the OBPC customer who uses it, as the area is often busy during the day with many visitors just wanting to park and enjoy the wider area. We are hopeful for a positive response from MBIE, so that we can get on with it. The expected work will see a significant improvement – kerbing and channelling to delineate the area and remove stormwater; sealing to get rid of the potholes and dust issues; and carpark marking to increase the efficiency of parking in the area. We will be able to designate bus parking and campervan parking, which will be a major improvement for those visitors. We have our fingers crossed for a successful outcome to help us achieve this goal!



The second-rate carpark as it currently is.

### America's Cup Visit

Thanks to the North Otago Yacht and Powerboat Club, we had the chance to see the America's Cup in Oamaru! They did well to be named as one of the hosts around NZ to have the Cup in their area, and Kevin Murdoch was pivotal in that. Kevin also arranged to get the area next to the NOYPBC tidied up through a real community effort, involving club members, and staff and machinery from Road Metals and SouthRoads, to whom I have sent letters of thanks.



WDC has been very supportive of the event, committing up to \$1,500 to the NOYPBC to help cover costs of hosting the cup. \$500 went to Oamaru Steam and Rail to pay for it to operate free rides from the walk bridge around to the end of the line where the event was located. Just another cool event for Waitaki!



The America's Cup and Team NZ members arrive in Oamaru!

### Mainstreet Conference

I am absent from this Council meeting (25 October) due to my participation at the ICTC Mainstreet Conference being held in Melbourne. This is a really good opportunity to see and hear about many very good examples of development and regeneration of cities, towns and villages. I expect to come away with many ideas that could be put into action around Waitaki, and I'll present a report on the conference for our next Council meeting. And I may have a few new project ideas for the LTP...

### Waitaki Arts Festival

The inaugural Waitaki Arts Festival appears to have gone very well. I have been to a couple of shows, and the imported and local talent on show was fantastic! The programme was a real credit to Frances McElhinney who led the coordination of the whole event.

It has added an excellent event to Waitaki's calendar, and one that I hope can grow and flourish in the years ahead. A big thank you to Frances for adding this gem to our great district!



A couple of the talented acts at the Made In The Waitaki show

### Congratulations to Whitestone Cheese

Whitestone Cheese turns 30 this year, and tomorrow the company will celebrate that impressive milestone with the opening of its latest, multi-million dollar expansion. The company has grown from humble beginnings, born out of the hard times of disappearing farm subsidies and 20+% interest rates. Founded by Bob and Sue Berry, the company is now headed up by their son, Simon, who has overseen the company's ongoing development. They're now an ingrained part of Waitaki culture, and a great asset to our community!





Company founder Bob Berry speaks at the opening of the new factory expansion.



The Big Cheeses...

Simon Berry, Fergus Power, and Bob Berry on a tour of the factory the day before the celebrations

### And Another 30<sup>th</sup> Birthday Celebration

The 16<sup>th</sup> of October marked the 30<sup>th</sup> anniversary of the opening of the Waitaki Recreation Centre. A celebration was held with invited guests, including a good number of those involved with the fundraising and construction of the facility. The 'rec centre', as we all know it, has served the community well over the years, and is still a vibrant place full of activity. Even if we go ahead with the new facility, I believe it will still play an important role in our community. Congratulations to trustees and staff from the past 30 years who have made it such a success.



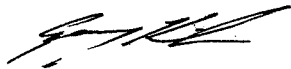
Some of the guests watch on as speeches are made, followed by a cake cutting by the original Fundraising Committee Chair, Denis Dove, and then-principal of WGHS, Jeanette Aker.

**Meetings Attended:**

28 August	Meeting with Michael De Buyzer, Whitestone Contracting Chair
28 August	Corporate Planning Meeting
28 August	Waste Management Workshop
29 August	Mayor and CEO Catch-up
29 August	Meeting with Murray Linwood, CD debrief
29 August	Meeting with The Hospice Shop
29 August	Visit to MPI Operation Centre
30 August	Presentation at Forrester Gallery
30 August	Radio Interview, Port FM
30 August	Council workshops and Committee day
30 August	Councillor Briefing
31 August	Meeting with Dougal McGowan, Otago Chamber of Commerce
31 August	Meeting with Gillian Bremnar, Presbyterian Support
31 August	Meeting with Nigel Bryce, 4Sight Consulting
31 August	Meeting with Elizabeth Soal, Waitaki Irrigators Collective
31 August	Meeting with MPI
1 September	Meeting re Cultural Facility Development Project
1 September	Meeting with Ian Elliot, Tourism projects
4 September	Real FM Radio Interview
4 September	Mayor and CEO Catch-up
4 September	Draft agenda Meeting
4 September	Meeting re Whitestone Cheese DC
4 September	Citizenship Ceremony, Opera House
4 September	Business After 5 – Open Parallel
6 September	Youth Council Meeting
6 September	Rotary Club election debate
7 September	Catch-up with Michael Ross, NOIC
7 September	Meeting with Mark Smith, Oamaru Whitestone Civic Trust
8 September	Presentation Assembly, Pembroke School
8 September	Meeting with John Lesk, Baha'i Faith
8 September	Meeting with Jane Watson, Copensha Road
8 September	Presentation at the Polytech – International Literacy Day + graduation
8 September	Visit to ORV Rest home, Happy Hour
8 September	Unique Stories Film Competition Awards Night
13 September	Mayor and CEO Catch-up
13 September	Council meeting
13 September	Council Workshops
13 September	Councillor Briefing
14 September	Meeting with Darryl Paterson, Waitaki Boys' High School Rector
14 September	Meeting with Jill Corson, Urban Planner
14 September	TWA AGM, Brydone Hotel
15 September	Thunes' Farewell
15 September	Meeting with Tim Verkerk, Oamaru Repertory Society
15 September	Official Opening – Observatory Retirement Village
15 September	Labour campaign meeting – water royalty tax
16 September	Launch of Vanished World vision, Duntroon
18 September	Welcome to Fergus Power
18 September	Dan Lewis Radio Interview
18 September	All Staff Meeting to introduce Mr Power
18 September	Meeting re New Year's Eve planning
19 September	Meeting with Phoenix Mill Water Wheel Trust
19 September	Meeting with Oamaru Whitestone Civic Trust
20 September	Executive Committee Workshop
20 September	CEO and Councillors' Workshop
20 September	Council Workshops and Councillor Briefing
20 September	Chairing the Dunedin North Electorate Candidates' Forum, Palmerston
21 September	Introduction Meetings with Fergus Power and Michael de Buyzer, WCL
21 September	Meeting – Observatory Retirement Village
21 September	Introduction Meeting with Fergus Power, Robert Gonzales, WDHSL
21 September	Introduction Meeting with Fergus Power and Ian Hurst
21 September	Introduction Meeting with Fergus Power and Jason Gaskill & Mike McElhinney, TW



22 September	Introduction meeting with Fergus Power and Mark Smith, OWCT
22 September	Meeting re Youth Councils Family Movie Night
22 September	2017 Celebration of Sport, St Kevin's College
25 September	Mayor and CEO Catch-up
25 September	Meeting with Fergus Power and Bruce Blair, Canterbury Wool spinners
25 September	Waihemo Community Board Meeting
25 September	Citizens' Award presentation to Ron Sloan
26 September	Meeting with Bill Nye, Adventure books
26 September	Chinese celebrations Event, welcoming Consul General Wang Zhihian, Christchurch
27 September	Council Workshop – LTP plan
28 September	Meeting with Fundraising Committee re Richie McCaw Statue project, Kurow
28 September	University of Otago interview re the importance of heritage to Oamaru
28 September	Salvation Army Education and Employment training Graduation Event
28 September	Function – Made in the Waitaki, Opera House
29 September	Meeting with Lorraine Adams re Penguin Refuge fence at Holmes Wharf
29 September	Grants Meeting – Donald and Nellye Malcolm Trust
29 September	Meeting with Sarah Baker and Grant Rhodes
29 September	Youth Council's Family Movie Night Preparation
30 September	Totara School Gala



**Mayor Gary Kircher**

# Waitaki District Council Memorandum

From Chief Executive

Date 25 October 2017

## Chief Executive's Report

### Recommendation

1. That Council receives the information.

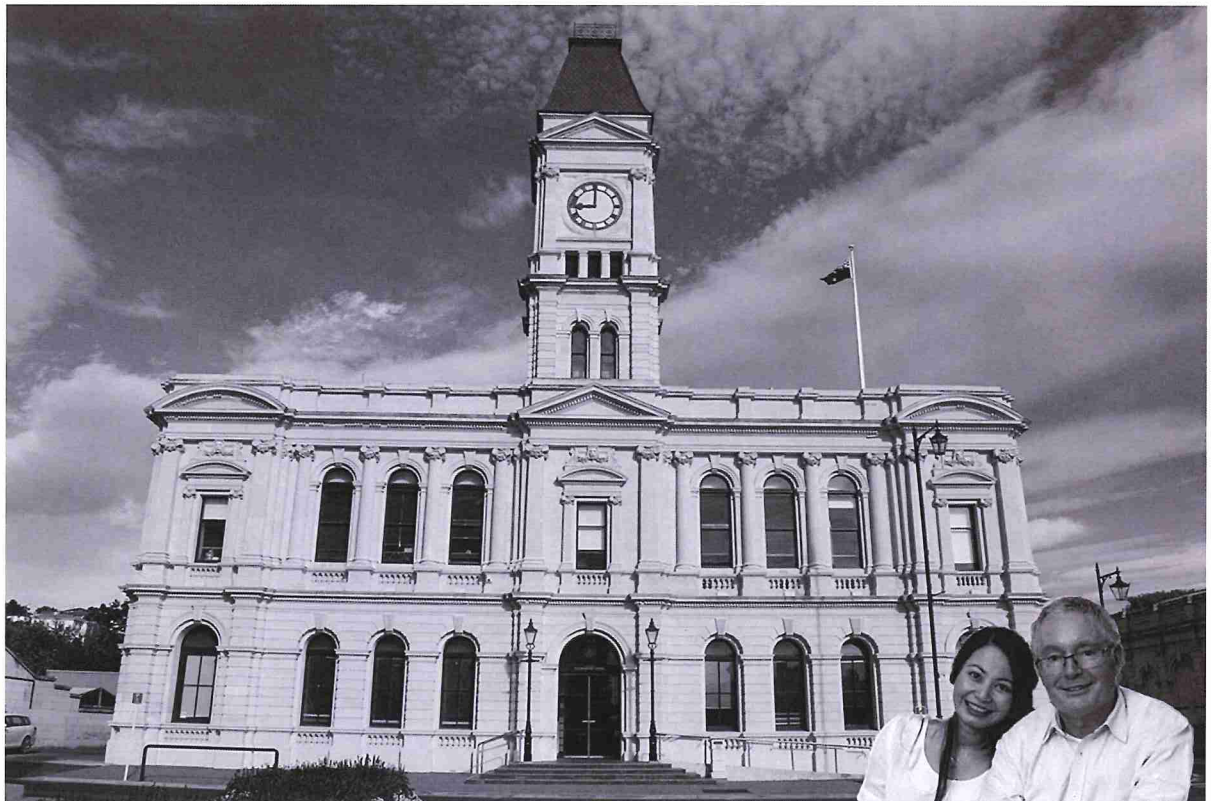
### Purpose

The following comments are provided to bring Councillors up-to-date with issues that have arisen since the last Council meeting on 13 September 2017.

### 1. Leadership

Firstly, I would like to thank the Mayor and Councillors for their faith in me in appointing me to the role of Chief Executive of Waitaki District Council. I would also like to acknowledge the contribution of former Chief Executive Michael Ross, which has meant that I commence my role with the organisation in sound condition, financially strong, and in good heart. In like manner, I also particularly wish to acknowledge the excellent stewardship of Neil Jorgensen, GM Assets, in undertaking the role of Acting Chief Executive prior to my arrival.

I am immensely impressed with the passion, dedication and professionalism of all of the staff that I have met over the past four weeks, and as a result I am confident that Council will continue to improve customer service, maximise value to the ratepayer, and leverage opportunities through a *One Team* approach.



My partner Tri has asked me to convey her heartfelt thanks for the warmth of our welcome in our district.

This being my first month in the role, a great deal of time has necessarily been devoted to familiarisation with key stakeholders in the district, and with the structure and workings of council. There are many more key stakeholders to meet, and so this process of 'familiarisation' will continue over the next two months or so.

## 2. Governance

I have commenced a series of one-on-one meetings with each of the elected members, and this process continues.

## 3. Structural Realignment

There has been an interim group structure in place for almost 12 months, and whilst it has been very effective in keeping the organisation moving forward, it was immediately clear that there was a need to replace the current 'holding pattern' of organisational structure with an agreed well-formed structure in place to provide a more secure and stable platform into the future. This platform will enable the organisation to successfully embark on planned future initiatives and directives.

A proposed structural realignment has been developed in close consultation with the Executive Team and Councillors. The proposed realignment will provide the necessary clarity, security and stability to move into the future as a more structured team with very clear synergies between groups, and a desire to focus on working across teams to achieve a more genuinely 'One Team' approach to service delivery. This proposal is currently being consulted upon with staff, and a final decision will be made at the conclusion of this process following the receipt of feedback.

## 4. IT Review

Considerable progress is being made in Information Services, and the proposed structural realignment (above) includes the promotion of our current Third-Tier Chief Information Officer (Bill Chou) to the Second-Tier Role of GM Information Services.

## 5. Internship Programme

Work is well underway to implement the Waitaki District Council's new University Internship Programme. This initiative aims to attract both domestic and international high calibre University interns to our district in order to carry out a wide range of projects that otherwise would (a) not be undertaken or (b) would be undertaken eventually, but with some delay. So far over 70 projects have been identified. Some of these projects will be Council operations-focused. Others will support community initiatives, or add to the economic, social or environmental resilience of our district.

This Council Agenda includes a report on our internship programme *Pastoral Care* document (for information purposes), and initial interviews with prospective international interns are due to commence on 27 October 2017. Integration with the community is a key element of this project and work is underway to develop a comprehensive programme which ensures that our interns experience everything that the Waitaki district has to offer, so that they can better deliver relevant and valuable services to our community (and also become excellent advocates for us in their home countries upon their return).

## 6. Election

The announcement of a Labour-led coalition government will result in the need to understand the impact of this election outcome on policies that relate to local government.

## 7. Business Visits

15 September	Attendance at Observatory Retirement Village Official Opening
21 September	Jason Gaskill, Tourism Waitaki
21 September	Ian Hurst, Observatory Retirement Village
21 September	Michael de Buyzer, Whitestone Contracting
21 September	Robert Gonzales, Waitaki District Health Services
22 September	Mark Smith, Whitestone Civic Trust
25 September	Bruce Blair, Canterbury Woolspinners
26 September	Familiarisation visit to the Northern Hotel, Oamaru
02 October	Robyn Wells, NOIC
05 October	Darryl Paterson, Rector of Waitaki Boys High School
05 October	Simon Berry, Whitestone Cheese
06 October	Hosting of international internships representatives, Oamaru

06 October Joint meetings with Mark Smith (Oamaru Whitestone Civic Trust) and international internship representatives, Oamaru  
 16 October Mike Lowe, McBrimar Building  
 18 October James Glucksman, Chairman of the Waitaki Tourism Association, Pen-Y-Byrn, Jan Kennedy (Steampunk HQ) and Kevin Black (Hampden)

8. **Meetings Attended**

28, 29 September SOLGM Conference, Rotorua (with GM Assets, Neil Jorgensen)  
 02 October Attendance at Otago Chamber of Commerce event, Oamaru  
 05 October Film Otago Southland Industry Night, Queenstown  
 06 October Civil Defence and Emergency Management Coordinating Executive Group (CEG) Meeting, Dunedin  
 06 October Otago CEO Forum, Dunedin  
 12, 13 October LGNZ Zone 5&6 Meetings, Cromwell  
 19 October East Otago Fielddays + Waitaki District site visits  
 19 October Gavin Lee, Oceana Gold  
 19 October Moeraki Holiday Park  
 19 October John Demelow, 4 Square, Hampden  
 19 October Brent Craig, Craig's Poultry, Herbert  
 20 October Waitaki District site visits (water and waste)



Fergus Power  
**Chief Executive Officer**



## Health and Safety Update to Customer Services Committee Meeting, 11 October 2017

### 4. Health, Safety and Wellbeing

#### 4.1 Lag Indicator Statistics

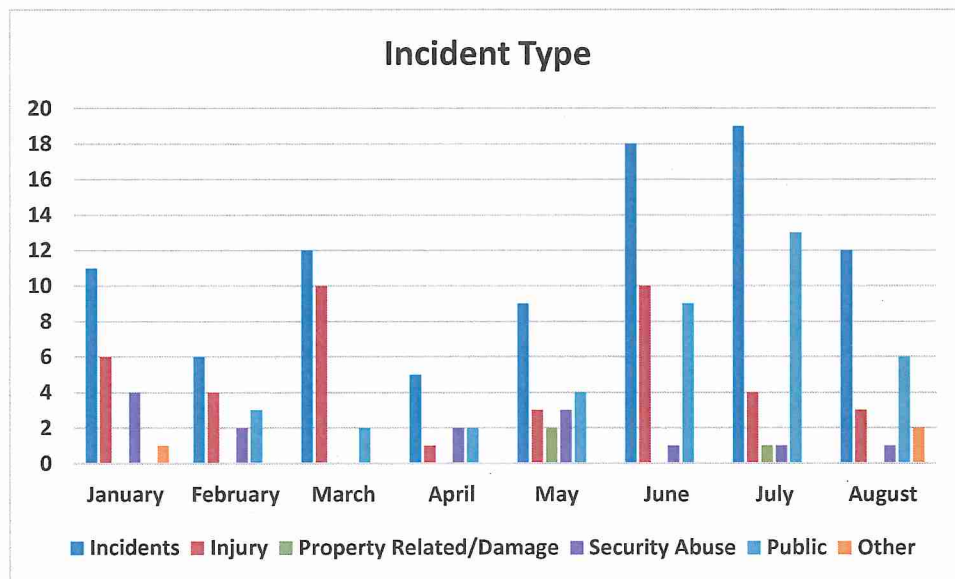
Lag indicator statistics include measurement of outputs in the form of past incidents. Issues that we aim to analyse and assess trends to support potential future learnings.

	Incidents	Near Misses (** included in incident number)
January 2017	11	2
February	6	0
March	12	1
April	5	2
May	9	2
June	18	0
July	19	4
August	12	0
2017 Year to Date ***	92	11

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

\*\*Included in incident number

\*\*\* Please note that half yearly and yearly analysis of this information will be provided to identify and discuss data trends



Please note: Several incidents will fit into more than one incident type. For example, in May there were 9 incidents, 4 of which also involved the public, (1 public also involved abuse and 1 public was also an injury), 2 abuse/security incidents (1 involved the public and 1 property damage police called), 2 property incidents (1 involved police), 3 injury/illness (1 involved the public).

	Notifiable Events *	
	Injury	Incident
January 2017	0	0
February 2017	0	0
March 2017	1***	0
April 2017	0	0
May 2017	0	0
June 2017	0	0
July 2017	0	0
August 2017	0	0
2017 Year to Date	1	0

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

**Public Incidents July/August (many minor incidents now reported through Safehold which is why there an increase is being seen):**

- 2x float or wet rescues at Aquatic Centre
- 9x slips, trips and falls at Aquatic Centre
- 4x other general minor incidents at Aquatic Centre
- 1x general incident Library
- 2x fainting episodes at Opera House
- 1x slips, trips and falls outside Council building

**4.2 Lead Indicator Statistics**

Lead indicator statistics include measures preceding or indicating a future event to drive and measure activities carried out to prevent and control injury.

	Induction (individuals)	Training (individuals)	Safe Work Observations	Audits	Take 5
January 2017	7	0	2	0	22
February 2017	2	0	0	0	25
March 2017	6	10	0	5	17
April 2017	3	28	2	0	11
May 2017	23	0	1	2	8
June 2017	6	4	4	0	5
July 2017	5	2	0	18	19
August 2017	3	65	3	0	18

Inductions July/August: 4 contractors, 4 staff  
 Training July/August: CDEM Welfare Supervisor x1  
 Safety II – Safety Differently Masterclass x1  
 Stress Management Training x54  
 First Aid Refresher x11  
 Audits July/August: Workstation Assessments x18

**Hazards Reported July/August:**

- Blocked exit community space in library – furniture moved now on library checks
- Dusty shelves at library – now regular maintenance schedule (environmental hazard)
- Obscured view with solid door – potential hazard if someone on other side – general awareness
- Draft from windows in finance – sealing of draft area under review
- Mobility scooters in reception area – evacuation risk – signage being purchased to state “mobility parking here” for outside building

**Health and Safety General:**

- Sitewise Pre-Qualification System – In the interests of continuous improvement in Health and Safety, and following on from direction provided at external audits, Council has implemented a contractor health and safety pre-qualification system for contractors. This system enables Council to have a clear understanding of current and potential contractors' health and safety systems, procedures and performance to ensure that we are engaging contractors to work safely. Activity during this period included:
  - The rollout of Sitewise Pre-Qualification requirement for all new and existing contractors
  - Two workshops held at the Oamaru Opera House for local contractors to provide information and training of how to become Sitewise Pre-Qualified
  - Networking with Otago Regional Council, Central Otago, Clutha and Gore District Councils regarding the management of Sitewise within each council to ensure consistency
- Canterbury Health and Safety Advisors Group Meeting attended at Timaru District Council – sharing of information and resources
- Health and Safety Objectives set for 2017/2018