



Notice of Meeting

and

AGENDA

of the

Ahuriri Community Board

at

Lakes Centre, Otematata

at 3.15pm on Monday 26 February 2018

Ahuriri Community Board

Agenda

Venue: Lakes Centre, Otematata

Monday 26 February 2018 at 3.15pm

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Waitaki District Council

Ahuriri Community Board

UNCONFIRMED MINUTES of the Ahuriri Community Board Meeting held at the Omarama Community Centre, Omarama on Monday 27 November 2017 at 3.15pm

Present	Mr Reid (Chair), Mr Chapman, Mrs Munro, and Councillor Dawson
Apologies	Mr Sullivan, Mr Cowles
In Attendance	Mr Jorgensen (Assets Group Manager) Ms Hooper (Board Secretary)

The Chair declared the meeting open at 3.04pm, and welcomed everyone to the meeting.

Public Forum

There were no members of the public present who wished to participate in the Public Forum.

Apologies

RESOLVED
ACB17/072

Mr Chapman / Cr Dawson
"That the Ahuriri Community Board accepts apologies for absence from
Mr Sullivan and Mr Cowles."

CARRIED

Declarations of Interest

There were no declarations of interest.

It was AGREED:

- (a) to accept a LATE AGENDA ITEM – Agenda Item 8: Schedule of Meetings 2018 – Ahuriri Community Board; and
- (b) to take Agenda Item 5 first.

5. Richie McCaw Statue Project

Ms Jocelyn McIlraith and Mr Ross Paton, members of the Richie McCaw Statue project committee, started the discussion with a question for Board members:

- "Does the Ahuriri Community Board support the Committee's endeavours to put a statue of Richie McCaw in Kurow?"

In response, Cr Dawson noted that the committee had first presented to Council, rather than the Community Board, and Councillors had raised several concerns, including:

- Was there community support and buy-in to the project? It was understood that some newsletters had been placed in letter boxes, but the response to them was unknown.
- The level of funding had not been specified.
- The Committee would need to have a charity registration, in order to receive ratepayer funding.

Ms McIlraith said that everything was now in place: legal matters had been attended to; the final cost had been identified as \$155,000; NZTA had looked at the site options, and had

granted consent for the third one, outside of 3 Rivers restaurant where hundreds of people passed regularly. The Committee was now under the umbrella of the Waitaki Valley Community Society. There had been problems with that relationship recently, but those had been rectified. Mr Paton had recently been appointed Deputy Chairman, and Peter Ellis, Chairman.

The Chair suggested that the project committee would need to gather all of the relevant information together, and then make a presentation to the Board. He added that the Board was responsible for deciding where things would go in the town.

Other key discussion points included:

- Mark White, a sculptor in Christchurch, would be engaged to build the statue
- The owner of the statue would be the Waitaki Valley Community Society. If the Society was to wind up in the future, then Council would likely become the owner.
- There would be an easement for life put in place to protect the land the statue would sit on, even if the restaurant was sold in the future.
- Funding thus far included a \$15k commitment from Meridian, and \$5k from the Society.
- Expenses had included some advertising and legal costs, the framing of a signed rugby jersey, and promotion.
- Other funding sources being canvassed included Sturgeons (which had offered to hold a black-tie dinner), local businesses had been sent letters; and large organisations would also be approached.
- The project committee had no intention to seek money from the Council. However, if an offer of funding was made by the Council, then the Committee would be happy to accept it.
- It was suggested that a project plan be developed, so that potential funders and supporters could see the framework within which the project would be implemented and managed.
- People were already asking about when the statue might be completed

Mr Jorgensen clarified that at this stage, there is no recommendation for funding for the project from the Community Board to Council. That would be needed before Council could even consider it. He recommended that the committee try other funding sources first. If there was a shortfall of, say, \$10k after exhausting all other options, then maybe an approach could be made then. However, it was unlikely that an upfront request for \$50k could be considered favourably.

The Chair suggested that the correct process would be for the committee to go through the Society, to write up a project proposal with a set plan, and take that formally to the Community Board for its support. If that support could be obtained, then the next step would be to make application to Council with Board support attached to it.

Ms McIlraith confirmed that she would adopt that process, and work initially to get everything before the Society. Mr Paton also circulated a letter from a new resident in the community which was very much in support of the project, and it was suggested that that be included in the project committee's proposal to the Society.

The Chair thanked Ms McIlraith and Mr Paton for attending the meeting, and undertook to discuss the matter further with the Board Chairman Graham Sullivan as soon as he could. He further noted that, as a member of the Society, he believed that the project committee had now addressed most of the matters which had caused prior concern and that would put other members at ease. Cr Dawson endorsed those remarks from a Council perspective.

It was AGREED to return to the beginning of the agenda at this time.

1. Confirmation of Previous Meeting Minutes

Matters Arising

RESOLVED
ACB17/073

Cr Dawson / Mrs Munro

“That the Ahuriri Community Board support the expenditure of \$2,500 from its Community Board Discretionary Fund for the swimming area zone at Parsons Rock, in conjunction with ECAN, and that this instruction be passed on to Mr van der Spek to implement immediately.”

CARRIED

RESOLVED
ACB17/074

Cr Dawson / Mrs Munro

“That the Ahuriri Community Board confirms meeting minutes of 16 October 2017, with minor typographical amendments, as a true and correct record of that meeting.”

CARRIED

2. Assets Update

The memorandum, as circulated, updated the Ahuriri Community Board on issues, operations and projects managed by the Assets Group, occurring within the Ahuriri Ward since the last Board meeting.

Key discussion points were as follows:

- Kurow lighting – this was likely to happen in February.
- The waste minimisation contract was discussed in a workshop with the Board today. In response to a question, Mr Jorgensen confirmed that it was a stand-alone issue.
- Board members confirmed that they wanted to continue to receive the detailed A3 Assets Programme “WDC 642 Summary Reports” in future agendas.

RESOLVED
ACB17/075

Mr Chapman / Mrs Munro

“That the Ahuriri Community Board receives the information.”

CARRIED

3. Recreation Update

The memorandum, as circulated, updated the Ahuriri Community Board on routine work, maintenance issues and progress on minor projects from 24 August to 15 November 2017.

Key discussion points were as follows:

- An update on the Omarama Dump Station – Plumbing had been corrected, and the base would be re-levelled once a quote for the work had been obtained. Cr Dawson expressed concern that it would become a health issue if it was not sorted quickly.
- Board members were delighted that there had been no issues over Labour Weekend. The Police presence had been considerable, and everything had been well organised.
- A recent ITM Jet Boat event had not organised toilet facilities to be onsite. The Chair had spoken to the Recreation Manager about the need to make sure such facilities were in place for all future events.
- ECAN's monitoring of the African 'love grass' was important, as it spread easily (eg mowing contractors can carry the seeds from elsewhere). It is important that the community is aware of the dangers of such matters.

RESOLVED
ACB17/076

Cr Dawson / Mr Chapman

“That the Ahuriri Community Board receives the information.”

CARRIED

4. Building Consents Issued in Ahuriri Ward for the month of October 2017

The report, as circulated, provided the Ahuriri Community Board with a list of building consents issued in Ahuriri Ward for the month of October 2017.

RESOLVED
ACB17/077

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

CARRIED

6. Community Board Discretionary Funding Items

- 6.1 Invoice 11223 dated 6 November 2017 in the amount of \$2,500 for work on the Pontoon at Otematata had been circulated.

RESOLVED
ACB17/078

Mr Reid / Mrs Munro
That the Ahuriri Community Board approves the payment of Otago Maintenance Limited's invoice 11223 for pontoon work at Otematata, in the amount of \$2,500 (excluding GST).

CARRIED

- 6.2 A letter dated 26 October 2017 from Nikki Ormandy, Secretary of the Waitaki Valley Community Society, had been circulated. It sought the Ahuriri Community Board's consideration of installing a drinking water fountain and bottle filler in the children's playground at Hydro Place, Kurow.

RESOLVED
ACB17/079

Mr Reid / Mr Chapman
That the Ahuriri Community Board recommends:
That Council investigates the costs and viability of installing a drinking water fountain and bottle filler in the children's playground at Hydro Place, Kurow.

CARRIED

Further discussion followed, during which the suggestion was made to consider installing similar facilities in all three children's playgrounds in the Ward (ie Omarama and Otematata, as well as Kurow). It was also suggested the one in Omarama might be better placed in the centre of town, alongside the memorial gate.

RESOLVED
ACB17/080

Mrs Munro / Mr Chapman
That the Ahuriri Community Board recommends:
That Council officers investigate the costs and viability of installing a drinking water fountain and bottle filler in and around the two other playgrounds in Otematata and Omarama, and report back to the Board".

CARRIED

It was AGREED that locations could be discussed and finalised at a later stage.

7. Elected Members' and Executive Management's Information Report

The report, as circulated, presented collated updates from Elected Members of the Ahuriri Community Board and of Council, and from Executive Management, in order to share information about matters and events that have occurred since the previous Board meeting. Contributing reports were presented in two parts, as follows:

Part I – Community Board Elected Members

- Chairperson's Report to this meeting;
- Community Board Members' Reports to this meeting;
- Community Board Councillor's Report to this meeting;

Part II – Management and Council Elected Members and Management

- Mayor's Report to 25 October 2017 Council Meeting;
- Chief Executive's Report to 25 October 2017 Council Meeting; and
- Customer Services Group Manager's Health and Safety Update to Customer Services Committee Meeting, 11 October 2017

Key discussion points were as follows:

- \$28k had been raised from the Omarama garden tour (wonderful result)
- There is a new electric car charger in the main street of Kurow
- Mr Chapman had attended the A2O meeting, which had been "interesting". The trail is looking great. Rob Roy will be a difficult piece. Mr Jorgensen noted that that he believed the next round of fund-raising would be for the Aviemore section through to the Waitaki dam.
- Clean up work was required around Enfield to address recent rain damage.

Cr Dawson spoke to his report, and sought to highlight two points as follows:

- He had not been able to participate in Council's Easter Sunday shop trading hearings and deliberations, because – by law – he had an actual or perceived conflict of interest that could only be managed by withdrawing from the discussions. That was unfortunate, but required. He believed Council had made the right decision based on the submissions received.
- Whitestone Contracting was doing really well.

RESOLVED
ACB17/080

Mr Reid / Mr Chapman
"That the Ahuriri Community Board receives the information, and the reports be taken as read."

CARRIED

8. **LATE AGENDA ITEM: Schedule of Meetings 2018 – Ahuriri Community Board**

The Board Secretary tabled a copy of the Schedule of Meetings 2018 which Council had adopted at its Extraordinary Meeting on 15 November 2017. It included meeting dates and venues for the Ahuriri Community Board which had been discussed with the Board Chairman before being incorporated into the final Schedule for Council's consideration. The Board Secretary advised that Council had asked her to discuss again the December 2018 meeting date with both Community Boards with a view to having them on separate days a week apart, rather than on the same day. She had spoken to Board Chairman Graham Sullivan, and he had agreed to the Ahuriri Community Board's December 2018 meeting being held on Monday 17 December at the usual time of 3.15pm.

Board members ENDORSED that change. Cr Dawson requested a further change – for the venue of the April meeting to be the Omarama Community Centre, in order to spread the year's meetings more evenly across the Ward's three main centres. This change was also AGREED.

Board members gratefully accepted the invitation to attend a joint community board workshop with Waihemo on Monday 22 January (between 1.00pm – 3.00pm), preceded by a 'welcome back' lunch (12.00pm – 1.00pm). The Board Secretary undertook to confirm arrangements via email before Council finished for the year on Friday 22 December.

RESOLVED
ACB17/081

Cr Dawson / Mrs Munro

“That the Ahuriri Community Board Schedule of Meetings 2018 be amended to show the Omarama Community Centre as the venue for its Monday 16 April 2018 meeting, and that the December meeting be held on Monday 17 December.”

CARRIED

The Board Secretary advised that she would recirculate the Schedule of Meetings 2018 once any further changes had been made and confirmed by Council. It would also be uploaded to Council’s website before the end of the 2017 calendar year.

On behalf of Executive Management, Mr Jorgensen commended Board members for the great work they had done over the last twelve months. He suggested they celebrate their achievements, and wished them and their families a Merry Christmas. In response, Cr Dawson thanked Mr Jorgensen for his work as Acting Chief Executive and returned the Christmas greetings to all members of Council management and staff and thanked them for their support and efforts on behalf of the Board and its communities.

There being no further business, the Chair declared the meeting closed at 4.11pm.

Confirmed on this 26th day of February 2018 at the Lakes Centre, Otematata.

Chairman

Ahuriri Community Board Report

From Recreation Manager

Date 26 February 2018

Ahuriri Bike Park

Recommendation

The Ahuriri Community Board recommends:

That Council delegates expenditure of the \$50,000 Ahuriri Bike Park budget to the Ahuriri Community Board to construct a "learn to ride" bike park in Kurow consistent with the concept plan in Attachment Two.

Summary of Decision Making Criteria

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

Background

In the 2017/18 Annual Plan, Council allocated \$50,000 for a bike park in the Ahuriri Ward. It is Council's intention that these funds be used to construct a smaller version of the Learn to Ride area that has been constructed at the Harbour and that this would form part of a larger project where the local community would raise funds for additional play opportunities.

Officers have held workshops with the Ahuriri Community Board. Kurow has been identified as the preferred site in the attached concept plan, and the Waitaki Valley Community Society as the local community group to take responsibility for fundraising.

The estimated budget for the attached concept is \$90,000, of which Council's \$50,000 would be allocated towards the sealed track. The community is currently discussing some skate features in addition to the proposed concept.

Summary of Options Considered

Option 1 – The Ahuriri Community Board requests delegation from Council to complete the project (recommended)

This option provides ownership of the project to the Board and allows localised decision-making and project responsibility.

Option 2 – The Ahuriri Community Board provides input into the project.

In this option, the decision-making and project ownership would remain with the Council.

This is a local project and it is appropriate that the Ahuriri Community Board seeks delegation and the consequent ownership that goes with it.



Erik van der Spek
Recreation Manager

Neil Jorgenson
Assets Group Manager

Attachments:

Attachment One: Additional Decision Making Considerations

Attachment Two: Bike Park concept

Attachment One: Additional Decision Making Considerations

The following matters have been considered in making the decisions.

Outcomes

This project will contribute to the following community outcome:

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

Financial and Economic Considerations

Council's contribution will be used for the asphalt bike area. This will also act as local share for the community to apply for additional funding to implement the rest of the concept plan.

Community Views and Consultation

Officers have been working with the Ahuriri Community Board and the Waitaki Valley Community Society playground subcommittee. The concept plan has resulted from discussions with these parties.

Attachment Two: Bike Park Concept



Ahuriri Community Board

Memorandum

From Building Services Manager

Date 26 February 2018

Building Consents Issued in Ahuriri Ward for the Months of December 2017 and January 2018

Recommendation

That the Ahuriri Community Board receives the information.

Purpose

To provide the Board members with a list of building consents issued in Ahuriri Ward for the months of December 2017 and January 2018.

December 2017

Cirrus Place	Relocate new 3 bedroom dwelling with Woodsman Tasman woodburner	\$208,002
Black Peak Road	Construct new 7.5m x 10.4m Versatile garage/sleepout	\$62,000
Twizel-Omarama Road	Relocate dwelling onto wooden piles and connect to septic system	\$65,000
Otiake Road	Relocate office building and convert to 3 bedroom farm workers accommodation with Woodsman Tarras MK III woodburner and Series 2000 Oasis wastewater system	\$160,000
Otematata-Kurow Road	Installation of a septic tank system and associated plumbing work for new ablution/kitchen block	\$20,000
Omarama-Otematata Road	Stage 1 of 2 for proposed new dwelling	\$120,000
Kurow-Duntroon Road	Stage 1 of 2 for proposed new dwelling	\$55,000
Kowhai Place	Construct new 3 bedroom dwelling with attached garage	\$1,000,000
Lake View Place	Construction of a new 6 bedroom dwelling with Yunca Tommi woodburner, attached garage and waste water system	\$513,074
Pinot Noir Court	Construct new 3 bedroom dwelling	\$340,000

January 2018

Lake View Place	Construction of a new 6 bedroom dwelling with attached garage	\$513,074
Kowhai Place	Construct new 3 bedroom dwelling with attached garage	\$1,000,000
Kurow-Duntroon Road	Erect a 12m x 7m Totalspan building for wine tasting	\$55,000

Roger Cook
Building Services Manager


Lichelle Guyan
Heritage, Environment and Regulatory Group Manager

Ahuriri Community Board Memorandum

From Assets Group Manager

Date 26 February 2018

Assets Update

Recommendation

That the Ahuriri Community Board receives the information.

Summary and Purpose

To update the Board on issues, operations and projects managed by the Assets Group, occurring within the Ahuriri Ward since the last Board meeting on 27 November 2017.

1. Roothing

The roading activities are business as usual without any issues arising over the last reporting period. The fine weather has contributed to the lack of requests.

CRM	<ul style="list-style-type: none"> Three requests to grade Henburn Road – no requests received for the grading of other roads in the area. A request received to increase the litter collection from Otematata and the Omarama Dump Station.
Bridges and Structures	<ul style="list-style-type: none"> Deck repair on Otiake Road.
Community Board Projects	<ul style="list-style-type: none"> Two picnic tables are to be installed in Otematata on East Road / Coronet Place. A pricing option to remove the kerb and lower footpath in front of the District Club on Tasman Road.
Township Maintenance	<ul style="list-style-type: none"> Grading has been completed at the carpark at Loch Lairds Road.
Footpaths	<ul style="list-style-type: none"> 99.7m of footpaths repaired. Sutherland Road, Kowhai Place and Totara View Crescent.
Road Resurfacing	<ul style="list-style-type: none"> The resurfacing programme was completed in November 2017.
Road Maintenance	<ul style="list-style-type: none"> 93.5km of roads graded in the ward. 247.76m of stabilisation on Lake Ohau Road.
Road Markings and Signage	<ul style="list-style-type: none"> District-wide remark programme is underway. Replaced six signs and installed one Over Speed restriction sign on Lake Ohau Road, and Heavy Limit Bridge signs at Ben Omar Bridge.

2. Water Supply Otematata

Officers have been discussing the various green-space sprinkler connection points with the Community Board chairman. If the community wishes to retain these connection points, then a backflow prevention device will be required at each retained point.

Otematata and Duntroon

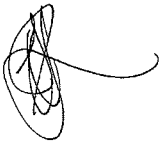
Gas chlorination has been installed on the Otematata and Duntroon water supplies, replacing the temporary liquid chlorine systems on these supplies. The gas system provides better disinfection and lower dosing rates, and the chlorine should therefore be less noticeable going forward. A chlorine analyser has also been added to the Otematata supply, providing finer dosing control.

Kurow

A chlorine analyser has recently been installed, providing finer dosing control.

Waste Water**Omarama**

A text-based alarm system has been added to the Omarama Avenue sewer pump station. If there is a problem with the pumps, then a text is automatically sent out to SouthRoads which is then able to respond earlier. The flashing light is still in place as a secondary alarm; if the light is flashing, then the SouthRoads' operator should already be underway.



Neil Jorgensen
Assets Group Manager

SouthRoads Summary Report for December 2017 and January 2018



WDC 642 Summary Report December 2017

PERFORMANCE

EFFECTIVENESS	CRM's	Structures	Monthly	1
		Culverts/Side drains	Monthly	6
		Fallen Trees	Monthly	2
		Flooding Roads/Footpaths	Monthly	1
		Frost and Ice Response	Monthly	-
		Grading/Metalling	Monthly	12
		Kerb and Channel	Monthly	-
		Road Litter	Monthly	5
		Signs Missing/Damaged	Monthly	6
		Roadside Vegetation	Monthly	11
		Safety Road Condition	Monthly	3
		Sealed Road Failures	Monthly	2
		Potholes	Monthly	1
		Snow Clearing	Monthly	-

PEOPLE / CULTURE	TEAM SAFETY		Month	YTD	
		Medical Treatment Intervention - #	Monthly	0	1
		Lost Time Injury - #	Monthly	0	0
		Near Miss/IOF	Monthly	19	90
		Incidents	Monthly	3	45
Safety Audits/Tours completed	Monthly	4	20		

December has been another busy month for the team with everyone looking forward to a couple of weeks to recharge the batteries with friends and family

This siteworks crew has finished the kerb replacement on Rother Street ready for the footpath resurfacing contractors to come along and give the footpaths a face lift. The footpath team has been finishing up some work in the Ahuriri ward that they had been busy getting ready for surfacing last month

The drainage crew has been completing programmed dig outs in the Corriedale area spending time on Airedale and Burnside Road.

The Maintenance Metalling programme is underway and the very rural road project has been released and metal has been used from Robbs Crossing to get this underway in the Corriedale ward. We have initiated the consent process for an aggregate source in Palmerston. This is currently sitting with the WDC which we hope to hear back from in late January.

The premix crew has been completing edge break and levelling work throughout the district. Focussing on the busy roads before the holiday season gets underway.

Our graders have been busy working on their monthly beats. The North grader was working on the Oamaru plains before heading up to Omarama to tidy up Henburn and Falston Rd before Christmas. This material was windrowed to reduce corrugations and will be brought back onto the road when we get some more moisture. The South grader has been in the Waihemo ward tidying up some busy sections of roads before heading back towards Oamaru.

Delta has been flat up trying to keep up with the vegetation growth we have had throughout the district. They completed another round of urban spraying in the townships and have all the unsealed spraying complete. After Christmas we will be looking to do another hit on the sealed roads.

The signs programme has had another busy month with staff completing programmed work throughout the break as well.

The stabi crew has come back from Oamaru and shifted onto filling low shoulders with the widener. Completing Quailburn Rd and Richmond Rd before shifting to Fortification Rd which will be completed in January.

PROGRESS

Item	Completed	Comments
Stabi's	2,452m ²	9,632m ² YTD
Maintenance Metalling (20,000m ³)	2,449 m ³	7,306 m ³ YTD
Grading (280km target)	89.6 km (MTD)	897.1 km (YTD)
Road Sweeping	51 (MTD)	251 (YTD)
Signs	Cleaned 69 (MTD) Straightened 70 (MTD)	259 (YTD) 177 (YTD)
Roadside Litter Collection	11 (MTD)	153 (YTD)
Wilding Trees	100 (MTD)	130 (YTD)
Traffic Counts (300 per year)	51 (MTD)	204 (YTD) 68%

Inspection Table

Activity	Completed MTD	Completed YTD	Remaining Qty
Culvert Inspections (240/month)	144	1,378	1,502 (52.2%)
Bridge Inspections (15/month)	3	33	156 (81.7%)

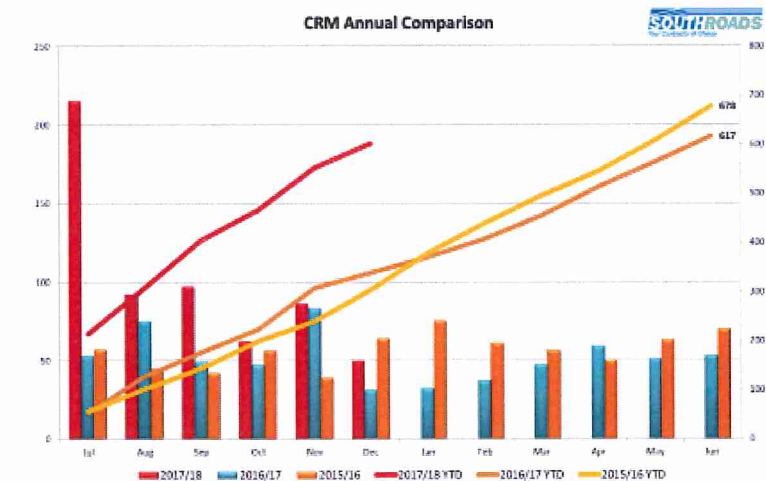
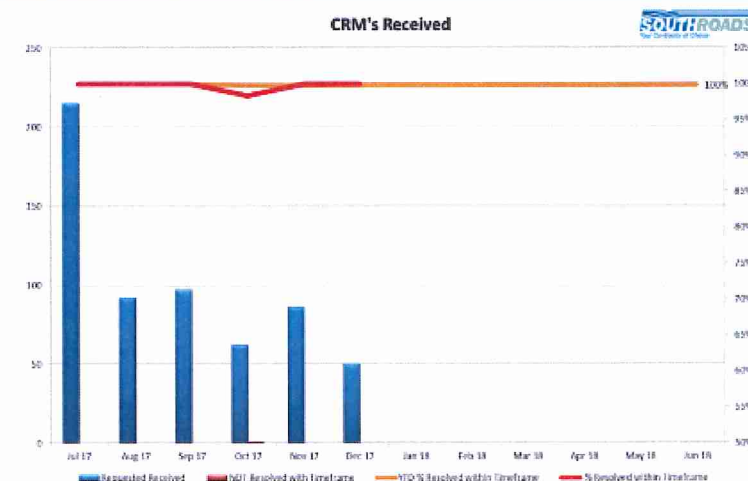
RISK & STRATEGY UPDATES

	Identified Risks	Update
Roads	Humber Street Bridge Repairs	The bridge has now been sealed and opened to traffic and pedestrians again. The seal will be monitored for any settlement over the next few months
	Coal Pit Road	Saturated material has been wind rowed and made a considerable difference. The hedge seems to be the culprit causing the wet pavement to not dry out. This should be programmed to be removed before next winter. The material will be laid back onto the road once it gets warmer
	Waianakarua Rd	Coastal erosion work has been completed. This section of road will be monitored for any other movements.
	Horse Range Rd	Road narrowed to one lane. This has had the culvert pipe re-connected and rock replaced and will be monitored for any subsidence.
Slips	Haven Street - Moeraki	Continually moving. This will continue to be monitored.
Strategic	RAMM Data	Pocket RAMM devices are being used to capture data in the field and programme repairs while onsite.
	Reseal sites	Reseal sites are due to be released for the 2018/19 season. These sites will then be inspected and repairs programmed to get repairs underway before next season.

CUSTOMER SERVICE MANAGER REPORT

We received 50 CRM's for the month of December. This is 36 down on last month. Grading and metalling have generated the highest CRM's this month. This is fairly common for this time of year when the moisture content of the aggregate tends to dry out and lose some of its strength. The vegetation growth has caused several CRM's around site visibility. This has generally been vegetation on rural berms outside the spray width.

CRM GRAPHS



PERFORMANCE MEASURE RESULTS –

For December the Management Performance Measures we have scored a 95% compliance. Focus will be put into improving traffic count data as there is still some small issues around some data being sent through.

The Operational Performance results are at 89% compliance. Focus will be put into grading and spot metaling of unsealed roads, vegetation control around town and in surface water channels and to target pothole repairs to bring this score up.

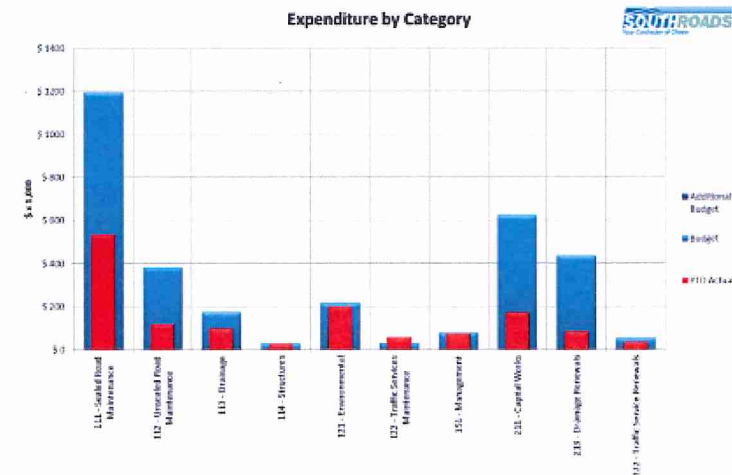
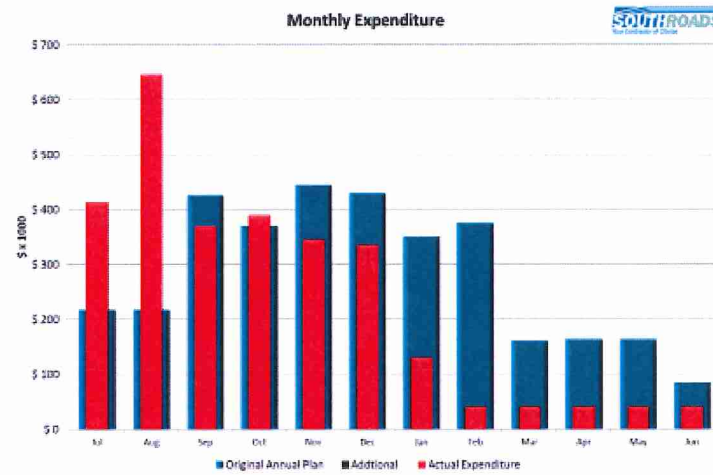
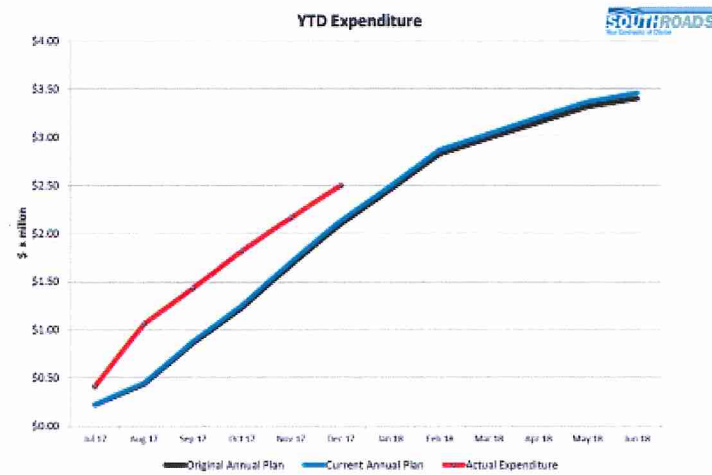
GOLD STAR INITIATIVES.

- ✓ We have implemented the Mobile Roads phone app to complete sump inspections, recording the location of these and providing photos of the asset.

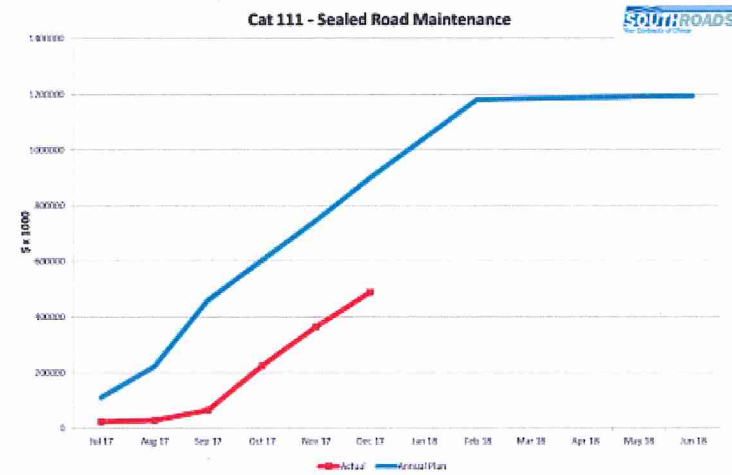
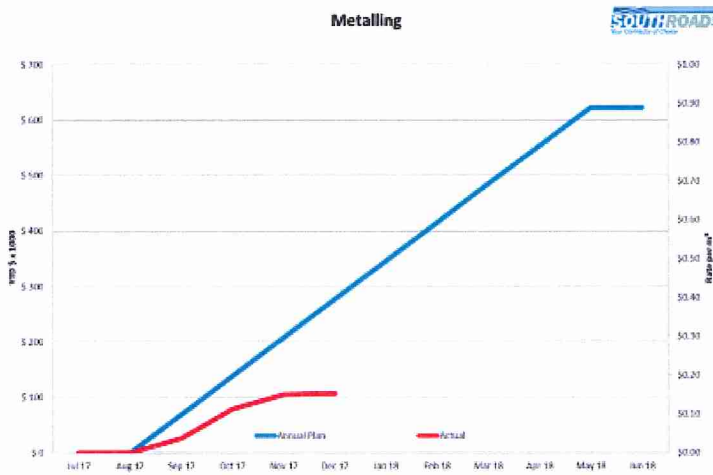
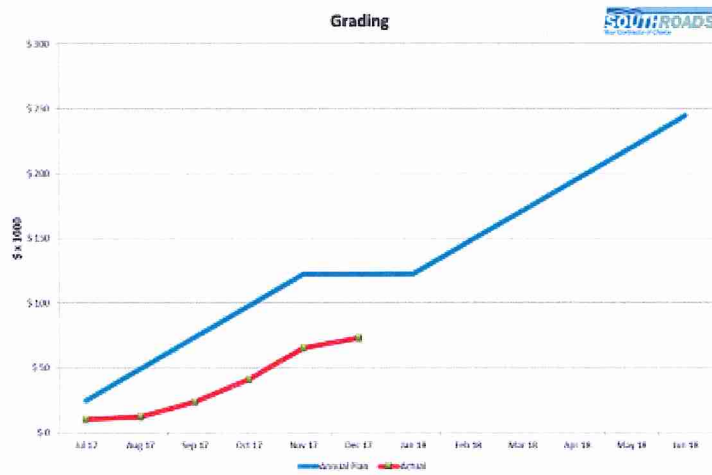
TRAFFIC CRASH/DAMAGE REPORT

1. No traffic crashes reported by the team this month

FINANCIAL GRAPHS



KEY PERFORMANCE INDICATOR GRAPHS



FINANCIAL SUMMARY

All Works Summary	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	Under(-ve)/Over (+ve)	%age Under(-ve)/Over (+ve)
Original Annual Plan	239541	239541	496330	447645	525579	459901	381218	404827	190870	185853	185853	107157	3864315		
Additional	0	0	0	0	0	0	0	0	0	0	0	0	0		
Current Annual Plan	244347	244347	501135	452450	530384	464706	386023	409633	195675	190659	190659	111962	3921979		
YTD Revised Annual Plan	244347	244347	501135	452450	530384	464706	0	0	0	0	0	0	2437368		
Actual Expenditure	439006	667704	404407	446666	397268	363432	153268	64151	63329	63329	63329	63329	3189218	-732760	-19%
Remaining Cyclic	0	0	0	0	0	0	0	0	0	0	0	0	0		
Tasked Forward Work	0	0	0	0	0	0	499160	341755	387927	165124	39179	24574	1457718		
Projected Expenditure	439006	667704	404407	446666	397268	363432	652428	405907	451256	228453	102508	87903	4646937	724958	18%

FINANCIAL COMMENTARY
 The year completed expenditure is \$2,718,483.00. The claim for the month was \$363,432.00 (including township works) and consisted of mainly programmed works and maintenance activities.

PERFORMANCE

EFFECTIVENESS	CRM's	Structures	Monthly	1
		Culverts/Side drains	Monthly	7
		Fallen Trees	Monthly	1
		Flooding Roads/Footpaths	Monthly	1
		Frost and Ice Response	Monthly	-
		Grading/Metalling	Monthly	18
		Kerb and Channel	Monthly	5
		Road Litter	Monthly	8
		Signs Missing/Damaged	Monthly	5
		Roadside Vegetation	Monthly	16
		Safety Road Condition	Monthly	1
		Sealed Road Failures	Monthly	-
		Potholes	Monthly	6
		Snow Clearing	Monthly	-

PEOPLE/ CULTURE	TEAM SAFETY		Month	YTD	
		Medical Treatment Intervention - #	Monthly	0	1
		Lost Time Injury - #	Monthly	0	0
		Near Miss/IOF	Monthly	12	102
		Incidents	Monthly	2	47
		Safety Audits/Tours completed	Monthly	8	28

Welcome to 2018! We hope everyone has had a great break and managed to find some time to relax and enjoy the beautiful weather we have been having.

The majority of the team arrived back on deck on the 8th January after a couple of weeks off. We did have a few work through to keep on top of the litter bins, street sweeping and some reactive tasks.

The siteworks crew were straight into the kerb and channel replacement on Reed Street so that we could get in and out before school got back. The footpath team has been busy tidying up some footpaths in the Palmerston area and repairing small sections of kerb and channel.

The drainage crews have been completing drainage renewals on Ardgowan Rd.

The Maintenance Metalling programme is well underway and they have been focusing on the very rural road project working out of Robbs Crossing. Our extraction consent for Palmerston is well underway. Currently consultation with Runanga office is happening before we can proceed.

The premix crew has been completing edge break and levelling work throughout the district. Focussing on the Weston/Windsor/Ngapara areas.

Our graders have been busy working on their monthly beats. The North grader has made its way around the top end of the network before heading back down the valley and into the Danseys. The South grader has worked its way down to the other end of the district and has been completing some very rural roads work while up Macraes.

Delta has been flat up trying to keep up with the vegetation growth we have had throughout the district. They have completed another full round of sealed road spraying as well as targeting pest plants in the Ahuri ward.

The signs programme has had another busy month with staff completing programmed work throughout the break as well and renewing a lot of old signs.

The stabi crew has completed the low shoulder work on Fortification Rd that was started before the break. They then shifted on to completing some sealed pavement repairs on Weston – Ngapara Rd.

PROGRESS

Item	Completed	Comments
Stabi's	689m ²	10,321m ² YTD
Maintenance Metaling (20,000m ³)	1,842 m ³	9,148 m ³ YTD
Grading (280km target)	260 km (MTD)	1157.1 km (YTD)
Road Sweeping	22 (MTD)	273 (YTD)
Signs	Cleaned 3 (MTD) Straightened 51 (MTD)	262 (YTD) 228 (YTD)
Roadside Litter Collection	6 (MTD)	159 (YTD)
Wilding Trees	10 (MTD)	140 (YTD)
Traffic Counts (300 per year)	51 (MTD)	204 (YTD) 68%

Inspection Table

Activity	Completed MTD	Completed YTD	Remaining Qty
Culvert Inspections (240/month)	166	1,544	1,336 (46.4%)
Bridge Inspections (15/month)	3	36	144 (80%)

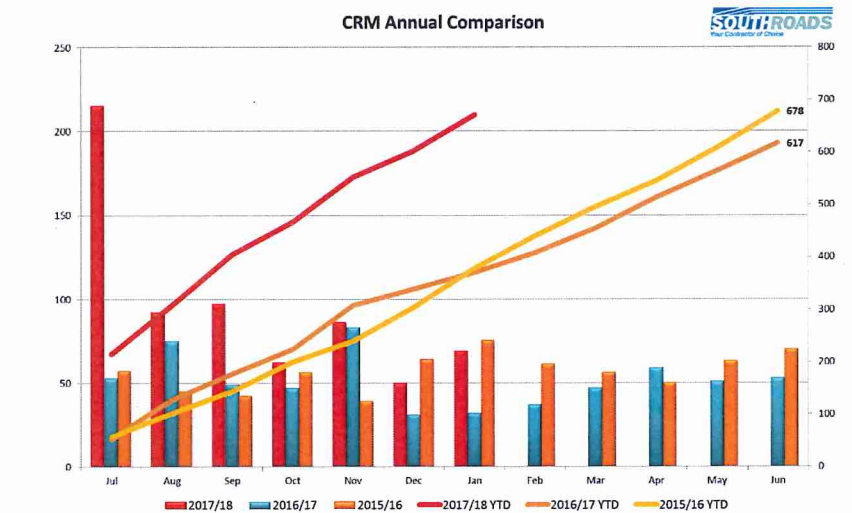
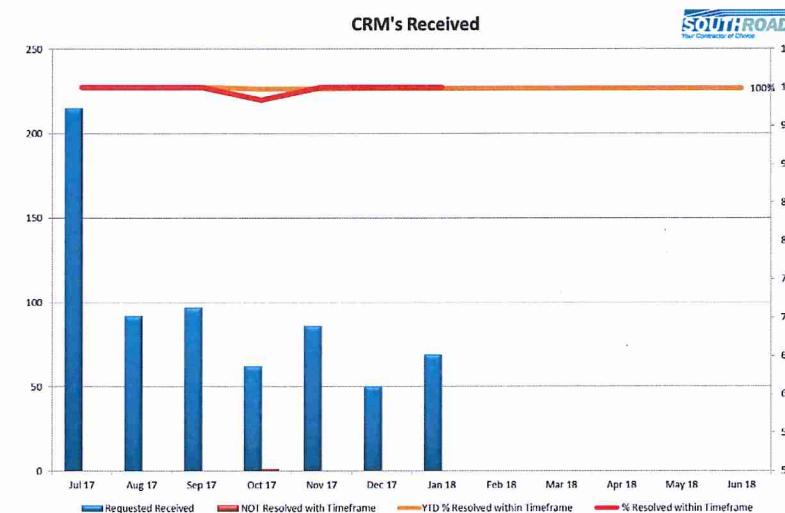
RISK & STRATEGY UPDATES

	Identified Risks	Update
Roads	Henburn Road	This road has had a fair beating with traffic and the different weather extremes over the last few months. It will need some maintenance over the next while to keep up with the increased traffic volumes.
	Coal Pit Road	Saturated material has been wind rowed and made a considerable difference. The hedge seems to be the culprit causing the wet pavement to not dry out. This should be programmed to be removed before next winter. The material will be laid back onto the road once it gets warmer
	Waianakarua Rd	Coastal erosion work has been completed. This section of road will be monitored for any other movements.
	Horse Range Rd	Road narrowed to one lane. This has had the culvert pipe re-connected and rock replaced and will be monitored for any subsidence.
Slips	Haven Street - Moeraki	Continually moving. This will continue to be monitored.
	RAMM Data	Pocket RAMM devices are being used to capture data in the field and programme repairs while onsite.
	Reseal sites	Reseal sites have been released for the 2018/19 season. These sites will then be inspected and repairs programmed to get repairs underway before next season.

CUSTOMER SERVICE MANAGER REPORT

We received 69 CRM's for the month of January. This is 19 up on last month. Grading and metalling have generated the highest CRM's this month. This is fairly common for this time of year when the moisture content of the aggregate tends to dry out and lose some of its strength. The vegetation growth has caused several CRM's around site visibility. This has generally been vegetation on rural berms outside the spray width.

CRM GRAPHS



PERFORMANCE MEASURE RESULTS –

For January the Management Performance Measures we have scored a 95% compliance. Focus will be put into improving traffic count data as there is still some small issues around some data being sent through.

The Operational Performance results are at 89% compliance. Focus will be put into grading and spot metaling of unsealed roads, vegetation control around town and in surface water channels and to target pothole repairs to bring this score up.

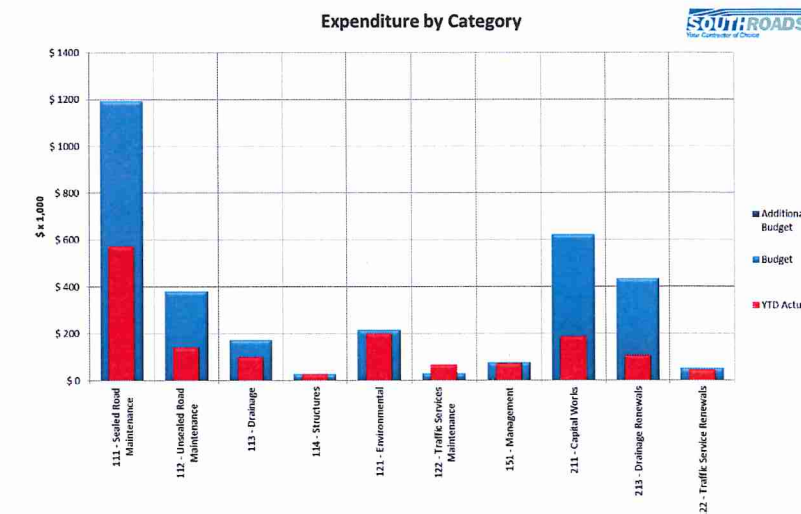
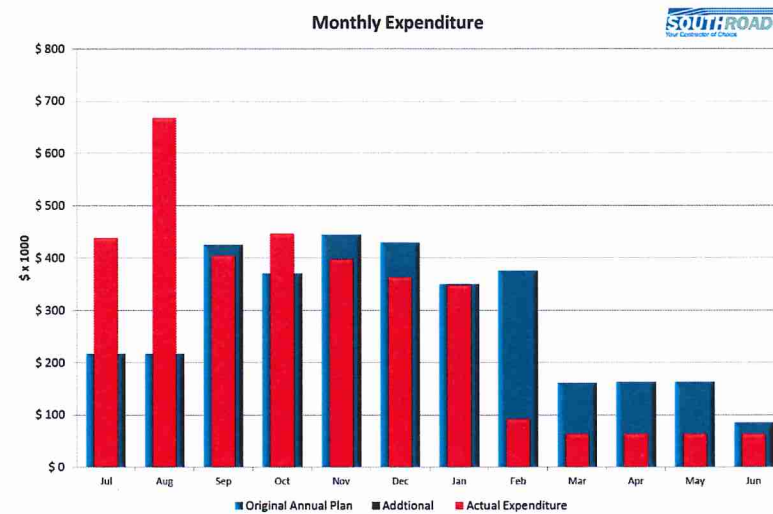
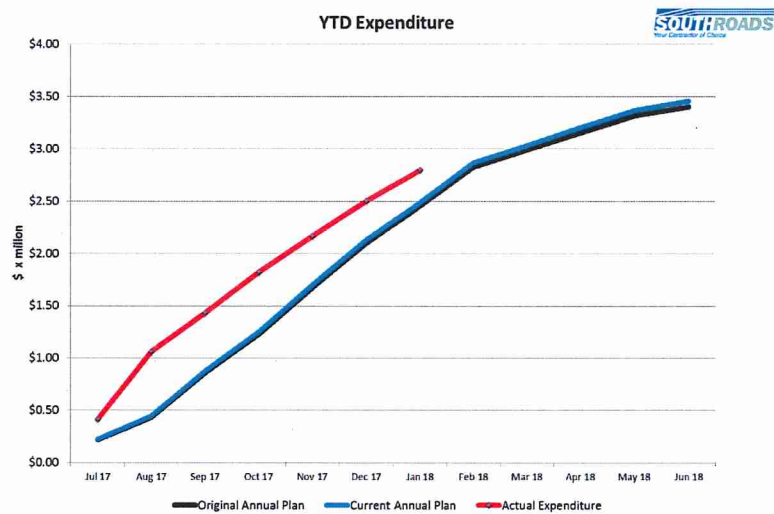
GOLD STAR INITIATIVES.

- ✓ We have implemented the Mobile Roads phone app to complete sump inspections, recording the location of these and providing photos of the asset.

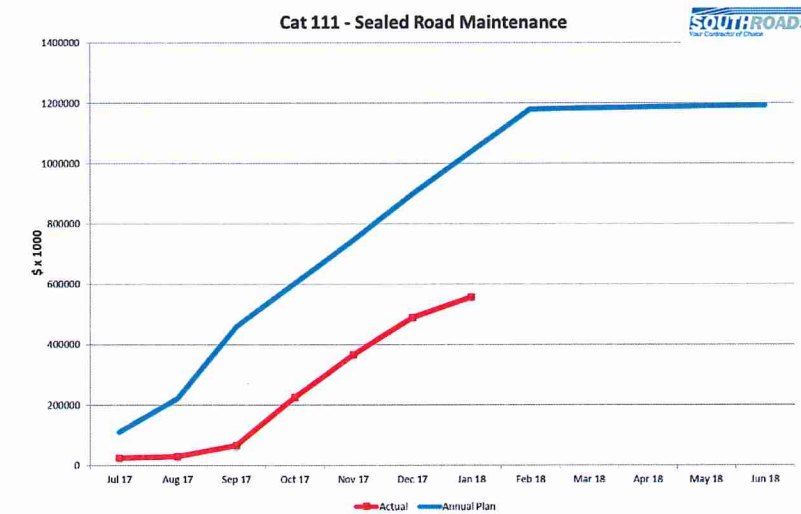
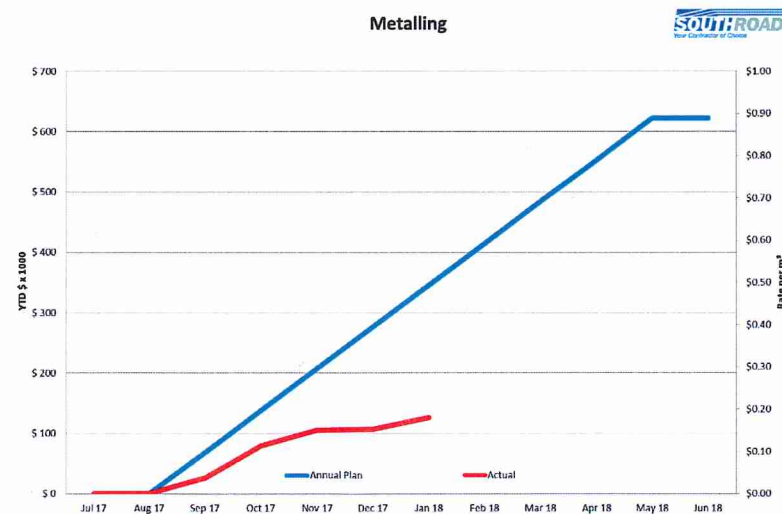
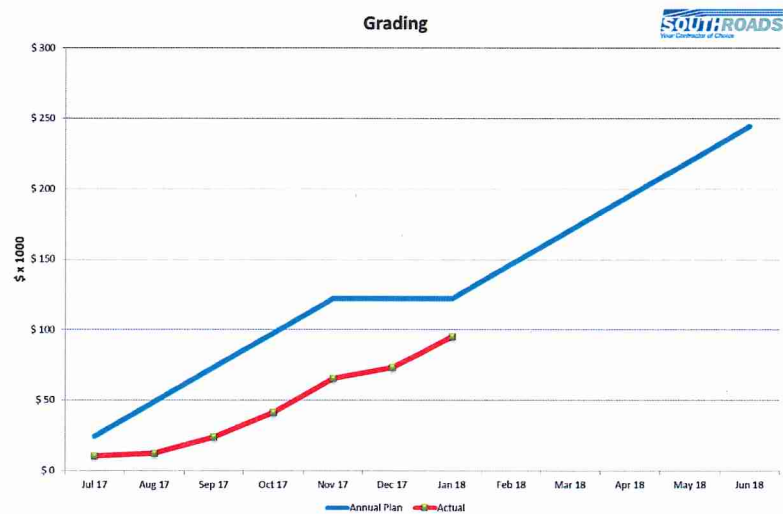
TRAFFIC CRASH/DAMAGE REPORT

1. No traffic crashes reported by the team this month

FINANCIAL GRAPHS



KEY PERFORMANCE INDICATOR GRAPHS



FINANCIAL SUMMARY

All Works Summary	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	Under(-ve)/Over (+ve)	%age Under(-ve)/Over (+ve)
Original Annual Plan	239541	239541	496330	447645	525579	459901	381218	404827	190870	185853	185853	107157	3864315		
Additional	0	0	0	0	0	0	0	0	0	0	0	0	0		
Current Annual Plan	244347	244347	501135	452450	530384	464706	386023	409633	195675	190659	190659	111962	3921979		
YTD Revised Annual Plan	244347	244347	501135	452450	530384	464706	386023	0	0	0	0	0	2823391		
Actual Expenditure	439006	667704	404407	446666	397268	363432	348614	92276	63329	63329	63329	63329	3412689	-509289	-13%
Remaining Cyclic	0	0	0	0	0	0	0	0	0	0	0	0	0		
Tasked Forward Work	0	0	0	0	0	0	0	365808	389845	354824	328269	24453	1463200		
Projected Expenditure	439006	667704	404407	446666	397268	363432	348614	458084	453174	418153	391599	87782	4875889	953910	24%

FINANCIAL COMMENTARY

The year completed expenditure is \$3,412,689.00. The claim for the month was \$349,034.00 (including township works) and consisted of mainly programmed works and maintenance activities.

Ahuriri Community Board

Memorandum

From Recreation Manager

Date 26 February 2018

Recreation Update

Recommendation

That the Ahuriri Community Board receives the information.

Purpose

The purpose of this memorandum is to update the Ahuriri Community Board on routine work, maintenance issues and progress on minor projects from 16 November 2017 to 13 February 2018.

Comment

Staffing:

- Jane Matchett is still on sick leave following shoulder surgery. As a result, the recreation team still has limited capacity. It is hoped that she will be back on light duties by late February / early March.

Camping:

- Rain events in February resulted in the flow of the Otematata river reaching 83 cumecs. The river height at this flow was still below the exposed armouring placed in the true left of the river immediately downstream of the highway bridge.
- New swimming areas at Parsons Rock and Sailors Cutting have received favorable comments from users.
- Portaloos over the Christmas / New Year period provided along the western shoreline at Parsons Rock failed to meet the increased camper numbers. Council will review this for next summer.
- Some campers have raised concerns over others roping off sites (having purchased a season pass) but not putting tents or caravans on site until Christmas / New Year. This is the first year this has occurred. Council will look at this emerging trend during the end of year review.
- Good weather and corresponding numbers has resulted in revenue being above forecast.
- Officers have held a site meeting with a wastewater engineer to review plans for Falstone and Sailors Cutting. It is expected that Sailors Cutting will be put out to tender by April. The wastewater engineer has recommended an alternative system for Falstone which would remove the need for diesel pumps and be completed at a lower cost. Officers are investigating this further.

Toilets:

- Planting of tussocks on the Omarama dump station mounds will be completed when this work can be scheduled into the work programme in Autumn.
- A new concrete pad was installed at the Omarama dump station prior to Christmas. Officers understand this has received favourable comments.

Parks:

- It has been brought to officers' attention that reserves in Otematata are being irrigated that are not in the contract. Officers request that community board members identify areas in Ahuriri they wish to have irrigated, for consideration as a variation to the contract.
- Council received an enquiry regarding removal of a street tree outside the veterinary centre. Following conversation on options, officers understand the proprietor no longer wishes to pursue removal of the tree.

Alps to Ocean:

- Officers expect a hearing date for Council's resource consent application for the section from Sailors Cutting to Benmore Dam to be set for a time within the next two months.
- A new section of trail to enable cyclists to bypass the road corners around the Kurow Cemetery was completed prior to Christmas.

Erik van der Spek
Recreation Manager



Neil Jorgenson
Assets Group Manager

Ahuriri Community Board Memorandum

From People and Culture Group Manager

Date 26 February 2018

Elected Members' and Executive Management's Information Report

Recommendation

That the Ahuriri Community Board receives the information.

Summary

This report presents collated updates from Elected Members of the Ahuriri Community Board and of Council, and from Executive Management, in order to share information about matters and events that have occurred since the previous Community Board meeting.

Contributing reports are presented in two parts, as follows:

Part I – Community Board Elected Members

- Chairperson's Report to this meeting;
- Community Board Members' Reports to this meeting;
- Community Board Councillor's Report to this meeting (verbal update at meeting);

Part II – Management and Council Elected Members and Management

- Mayor's Report to 13 February 2018 Council Meeting
- Chief Executive's Report to 13 February 2018 Council Meeting
- Extract from Health and Safety Advisor's Report to the 13 February 2018 Finance, Audit and Risk Committee Meeting

The Councillor and Executive Management representative rostered to attend this meeting will also have an opportunity to make a verbal report to this meeting. Their comments will be recorded and incorporated into the meeting minutes, under an additional "**Part III – Rostered Councillor and Executive Management**" to this information report.

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
People and Culture Group Manager

Attachments Contributing Reports

Elected Members' and Executive Management's Information Report to Ahuriri Community Board Meeting, 26 February 2018

PART I – COMMUNITY BOARD ELECTED MEMBERS

(a) Chairperson's Report

Welcome to first Ahuriri Community Board meeting for 2018. This year is going to be busy, with a 10 year Long Term Plan and District Plan review scheduled.

(i) **Community Board visioning workshops** have been planned in our towns, as follows:

Saturday 3 March, 10.00am (Omarama – Ohau communities)	Omarama Community Centre
Thursday 8 March, 7.00pm (Kurow-Duntroon communities)	Kurow Memorial Hall
Saturday 10 March, 10.00am (Otematata community)	Otematata Lakes Centre

The Board wants to encourage members of our communities to attend the relevant workshop in order to tell us their visions for the Ahuriri ward. This will help in the development of a Community 10 Year Plan, so please come along and share your views.

(ii) **Meetings attended:**

18 January	Wendy Simpson, Tourism Waitaki, in Kurow re the Kurow Information Centre
22 January	Council's combined Community Boards' Workshop in Oamaru (Ahuriri and Waihemo Community Boards met together with Council officers to work on plans for our respective community consultations)
25 January	Otematata Residents' Association meeting
1 February	Meeting with Board members re visioning meetings in the Ahuriri ward
8 February	Meeting with Chief Executive Fergus Power at Council headquarters, Oamaru

(b) Community Board Members

Vicky Munro

- 25 November 2017 – Otematata Residents' Association meeting
- 29 November 2017 – Strategic Priorities Workshop
- 22 January 2018 – Joint Community Boards' workshop, Council Headquarters
- 27 January 2018 - Otematata Residents Association meeting
- Tendered my resignation as Secretary and funds co-ordinator from 28 February 2018

Calum Reid

- I have been liaising with Recreation Manager Erik van der Spek over an issue with a tree in the main street obstructing the new vet building. There was quite a bit of opposition to it being relocated. Mr van der Spek has come to an agreement with the business owner, and the tree is staying. (This created some heated debate on processes of dealing with Council, by some of the town's folk!)
- I have been dealing with the Recreation team on the playground concept, and I am now clear on what is required to get this over the line. I have been talking to other Committee members about this, and Liz Hayes has co-opted a landscape designer to help out with design (good community input).
- I attended a visioning meeting with the other board members in Omarama, and some good ideas came out of that process.
- I have had a few ratepayers ringing about mowing, because the hot conditions and then large rain falls have encouraged rapid growth. I have discussed this with the Recreation Manager, and his team are aware of this.
- I had a ring about the playground gate disappearing. The Recreation Manager was able to shed some light on this, and informed me it was being repaired. I informed the Community Centre, to allay any fears that it may have been stolen. Of course a quick visit or phone call to the Community Centre, by the contractor, informing of its needed repair, would have been beneficial.

Tony Chapman

- 22 January – Joint Community Boards' workshop, Council Headquarters
- 15 February – Omarama Residents' Association meeting

(c) Community Councillor Craig Dawson

Cr Dawson will provide a verbal update at the meeting. A summary will be included in the minutes of this meeting.

PART II – COUNCIL ELECTED MEMBERS AND EXECUTIVE MANAGEMENT

(a) Mayor's Report to 13 February 2018 Council Meeting

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 Christmas break has come and gone, but with one of the best summers we've had for some time! Many people have enjoyed the weather and the opportunity to spend time with family and friends, often around water. But the work of Council has carried on.

The office was back in action on the 3rd of January, ensuring we were here to look after customers' needs, so a big thank you to our staff members who were back on deck then. Customer service continues to be a key focus for us, and being available is an important part of that. So, what interesting things have been happening? Here's a sample...

The 2017 wrap-up

At the last Council meeting, we reappointed two directors on the board of Whitestone Contracting – Michael De Buyzer who is currently Chair, and John Rowell. The company is performing very well, and the last two years have resulted in record profits. Following interviews held by the Executive Committee during January, we will be making further decisions at today's Council meeting on directorships for Waitaki District Health Services Ltd, and Tourism Waitaki Ltd. I look forward to announcing the results of those decisions in due course.

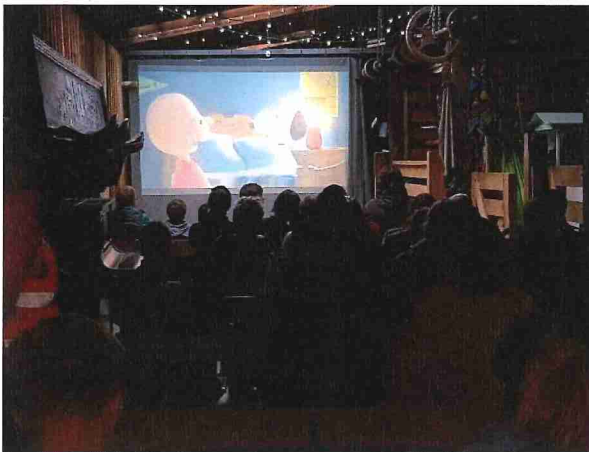
At the beginning of December, it looked like we may have a quiet end to the year, but some major projects were progressing and there were meetings on a number of topics. We had an interesting opportunity present itself to us on the property front which our staff worked hard to progress as much as possible in a very short time. We held a session on the Cultural Facilities Project which will be followed up by another session next week, and the Harbour Area Committee has been focused on getting some of the smaller, but important, outstanding issues around the harbour tidied up.

New Year's Eve Event

Recent years have seen increased calls from the community to re-start a New Year's Eve event that catered for families and those who did not wish to go to one of the licenced premises that are usually open for the evening. The previous year, a couple of locals held a last-minute get together in front of the Council and attracted a small crowd, but the calls were for a formal event. So it fell to Deputy Mayor Tavendale and myself to pick up the challenge, and I thank Melanie very much for her leadership on this event. Once we had the main details sorted, there was a lot of work to get it all together. The details were to change many times along the way, but everything fell (or was shoved) into place, and the event went ahead.

The weather didn't quite cooperate on the night, with drizzle still falling at the start time of 7pm, but the forecast clearing did occur around 8pm and all was good! We had to move the music entertainment indoors to the Loan & Merc (generously provided by Sally-Ann Donnelly) and a couple of other planned activities had to get dropped. Attendance numbers were affected by the weather, but we were still very pleased with the numbers of people at the event. Some came with their wee ones and left part-way through, others came later and stayed through to the end, and a good number stopped by on their wandering between other venues that night. The highlights were the bands we had booked, and the fireworks at midnight (paid for with a grant from the Otago Community Trust.) The fireworks were set off from King George Park and were visible from many parts of Oamaru.

Special thanks to the small band of volunteers who helped us on the night – we couldn't have done it without them! The next step is to start planning for 2018's New Year's Eve, but we will be talking to Tourism Waitaki to see if they can take some of the coordinating off us. It's a rewarding task, but neither Melanie nor I have the time in that latter part of the year to fit in organising an event like this. But I am confident that it will continue, now that the inaugural event has shown great potential.



The movies were popular



Some of the merry band of volunteers



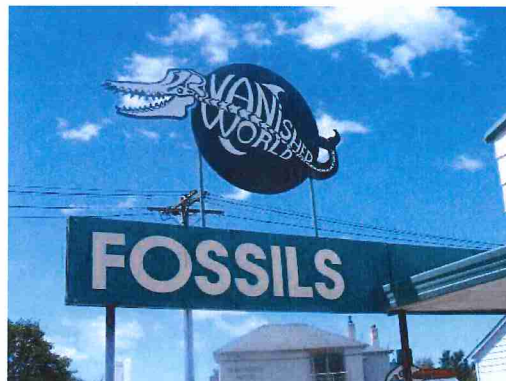
The Heavy Feathers were a hit with the crowd

The Fire And Circus Performers

UNESCO Global Geopark Progress

Some projects take a long time to come to fruition, but this one has been millions of years in the making! Vanished World's volunteers have grown their centre and associated sites over the past couple of decades, and their dream of attaining Global Geopark status is getting closer! Chair Mike Grey has taken on that role specifically to help the group make progress, and we have had several meetings over the past year. With the arrival of our new Chief Executive, and with his initiative of bringing interns on board, it has given us the capacity and capability to add more than lip service to the proposal, and we will see some real action. We now have Nicolas Lebrun on board to work full time on the opportunity, and his strategic abilities and his knowledge will give us a definite edge.

This coincides with a call from the government for districts who have possible sites to put together applications for vetting. They are after two worthy contenders who they can then assist to apply for UNESCO Global Geopark status. The timing is excellent and I am confident that we have everything it will take to make our bid a success. It will be an amazing journey for the team at Vanished World – going from a small group of volunteers to becoming the corner stone of an internationally recognised area, bringing academic and tourism opportunities.



International Intern Programme

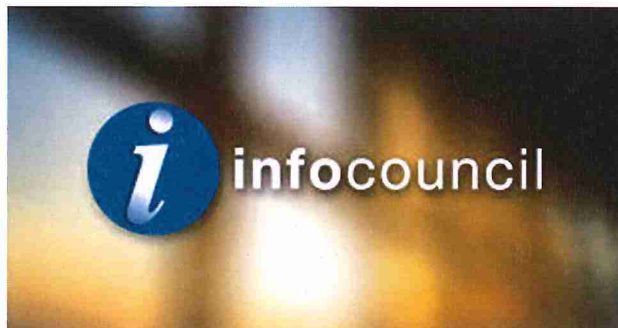
We now have our first interns on deck, and it is encouraging to see the enthusiasm and ability they bring to their roles. I am confident we will gain a lot from their time here, and I'm sure that will be reciprocated. Within a few months, we will have a contingent of nine interns, which will really make a difference around the office! The future is exciting!



Amelia Guibbal and Nicolas Lebrun, both from France, are our first two international interns. They are working with Tourism Waitaki and on the Geopark proposal respectively.

Infocouncil

There has been a considerable amount of work going on internally to prepare for the introduction of Infocouncil, a tool designed to put our Council and committee agendas and reports together in a much more structured way. Staff have put a lot of effort into the project, and we hope to be going live around the end of May. I usually wouldn't report on something as internally-focused as this, but



it has raised some interesting issues along the way. One is that it is a major departure from the way many of us have done things up until now. But whilst that type of significant change can cause concerns, it may also be necessary as a 'game changer' to help move the organisation forward. But the other side of it is that a system designed to standardise processes and remove the challenges of differing levels of service, can also sometimes remove flexibility. Where it affects me most is the ability to write my Mayoral reports so that they are as informative and up-to-date as possible. With some good cooperation and open attitudes by those involved, I think we have found the right balance so we should be all good on that one. My overall message is that we do want to see some positive changes to how we do things for our ratepayers, and working together and keeping open minds is much more likely to give us the best result.

Steampunk Opportunity

Later this year, Peter Jackson releases his latest movie, *Mortal Engines*, a film based on a Steampunk book. It promises to be another big hit, with a captivating storyline, and some amazing special effects. Given that the book is the first in a series, this could create a major boost for the genre which is already a part of our community. Oamaru has an opportunity to gain the upper hand in the battle for New Zealand supremacy when it comes to Steampunk. We have become the self-titled 'Capital of Steampunk', and we can take advantage of the movie to press home our advantages to ensure we get the maximum economic and social benefit of this interesting genre.

With this in mind, a number of locals have been meeting with me, Councillors Tavendale and Holding, and Chief Executive Fergus Power to develop a strategy of how Waitaki can leverage off the opportunity. We have a few things we will do, with the Council playing a support role. As we progress this strategy, new opportunities will undoubtedly become more obvious, so we need to be flexible and nimble with our approach. I look forward to briefing Councillors on more detail in the near future.



Scenes from the Mortal Engines movie to be released in December this year

Meetings Attended:

23 November	Meeting with Marise Martin, Victorian Heritage Celebrations
23 November	Judging of the Youth You Tube Project – Waitaki Boys High School
23 November	Crowe Horwath Christmas function
24 November	Mini Mayoral Forum, Waimate
24 November	Meeting with Dr Greg Clydesdale re amenity planning
25 November	Christmas Parade
27 November	Mayor and CE Catch-Up
27 November	Draft Agenda Meeting
27 November	Solid Waste Working Group Workshop
27 November	Science Roadshow
27 November	Burnside Homestead Visit
28 November	Radio Interview with Real104
28 November	Library Volunteers Christmas Morning tea
28 November	Meeting with Jason Tibble, MSD
28 November	Meeting with Tihou Messenger-Weepu, Mentoring program
29 November	Council and Management Workshop
29 November	Youth Council Christmas Dinner
30 November	Meeting with Keith McIntosh, Fire and Emergency NZ
30 November	The Great Southern Tourism Opportunity Conference, Queenstown
1 December	Upper Waitaki RSA Christmas Function, Kurow
4 December	Mayor and CE Catch-up
4 December	Council Workshop
4 December	Executive Committee Workshop
4 December	Meeting with Peter Cameron, North Otago Cricket
4 December	Citizenship Ceremony
4 December	Graduation Ceremony
5 December	Riding for the Disabled Christmas Function
5 December	Meeting with Dan Lewis re events
5 December	Meeting with Gloria Hurst re Waitaki opportunities
5 December	A2O Ultra Partners' Function and update
6 December	Council Meeting
6 December	LTP Workshops
6 December	Council Briefing
7 December	Meeting with Lucianne White, Tourism Waitaki
7 December	Meeting with Waitaki Irrigation
7 December	Meeting with John Mattison, St John Ambulance
7 December	Meeting with Mike McElhinnery, Tourism Waitaki
8 December	LJ Hooker Christmas BBQ
8 December	Waitaki District Council Christmas Party

9 December	Peter Cleverley – Forrester Gallery Exhibition opening
9 December	International Christmas Dinner – Multicultural Council
11 December	Mayor and CE Catch-up
11 December	Meeting Waitaki River to Dunedin Safe Roads Project
11 December	Waihemo Community Board Meeting
12 December	Phoenix Water Wheel Trust Meeting
12 December	Meeting with Federated Farmers representatives
12 December	Oamaru Whitestone Civic Meeting
13 December	Harbour Area Committee Workshop
13 December	Council Workshop
13 December	Mayor's Christmas Function
14 December	Various sessions with Dave Bamford
14 December	Iona Home and Hospital Christmas Function
15 December	Launch of Otago Landmarks, Dunedin
15 December	Official re-opening of the refurbished Craig Fountain
16 December	Filipino Community Christmas Party, Glenavy
18 December	Mayor and CE Catch-up
18 December	Meeting with Otago Regional Council Representatives
19 December	Meeting with Derek Beveridge
19 December	Meeting with Ministry of Primary Industry re M. Bovis strategy
19 December	Oamaru Whitestone Civic Trust Meeting
20 December	Meeting with Richard Roberts and Megan Crawford, Dunedin Airport
20 December	Cultural Facilities Advisory Committee
20 December	Meeting with Mike McElhinney, Tourism Waitaki
21 December	Christmas Shop Window Display Judging – Youth Council
22 December	Prize giving for Christmas Shop Window Display
24 December	Meeting with Jae Bedford re New Year's Eve Event
29 December	Meeting with Melanie Tavendale re New Year's Eve Event
30-31 December	New Year's Eve Event preparation
31 December	New Year's Eve Event
5 January	Meeting with Vanished World committee
8 January	Mayor and CE Catch-up
8 January	Meeting with Ngaire Woodward, Moeraki re Haven St
8 January	Meeting with David Higgins, Te Runanga O Moeraki
8 January	Steampunk meeting
9 January	CCO Directorship Appointment Interviews
9 January	Meeting with Bruce Comfort
9 January	Visit to flood damaged house
10 January	Meeting with Richard Thorpe, Oamaru Meats
10 January	Economic Development meeting re airport
11 January	Meeting with Damien Goodsir re Friendly Bay Family Day
11 January	Meeting with Mike McElhinney, Tourism Waitaki
12 January	Meeting with Bill Nye, Adventure Books
15 January	Mayor and CE Catch-up
16 January	CCO Directorship Appointment Interviews
16 January	Executive Committee workshop – CEO KPI Discussion
16 January	Executive Committee Meeting
16 January	Oamaru Whitestone Civic Trust Meeting
17 January	Meeting with Shannon Beynon, Waitaki Herald
17 January	Meeting with Brian Davey re private property purchase
17 January	Meeting with Lynn Stevens re Christmas decorations
17 January	Meeting with Mark Smith, OWCT
19 January	Meeting re UNESCO Global Geopark
19 January	Meeting with Michael Sandri, A2O Ultra 2019
19 January	Meeting with Harry Andrews, Oamaru Steam and Rail
24 January	Meeting with Christine Dorsey and Co
24 January	Meeting with Natalie Evans
25 January	Meeting with Jason Mavor, Breens Construction
26 January	Meeting with Carol and Phil from the Otago Community trust
26 January	Meeting re Jazz Festival Trustpower presentation
26 January	Meeting with Mark and Sue Duffy
26 January	Meeting with Otago Community Trust

29 January	Youth Council Meeting
30 January	Harbour Area Committee Workshop
30 January	Councillor Briefing
31 January	Mayor and CE Catch-up
31 January	Meeting re Harbour Build Progress
31 January	SDHB Community Engagement Forum

(signed)

Mayor Gary Kircher

(b) Chief Executive's Report to 13 February 2018 Council Meeting

Purpose

The following comments are provided to bring Councillors up-to-date with issues that have arisen since the last Council meeting on 6 December 2017.

1. Leadership

I presented a draft suite of KPIs at the Executive Committee Workshop on 16 January 2018. These were discussed taking into consideration 'Business As Usual' key performance targets, along with those strategic priorities agreed by Councillors at the Strategic Priorities Framework workshop held on 29 November 2017.

While some 'fine tuning' of these strategic priorities is anticipated at an upcoming second Strategic Priorities Workshop' to be held in March, on 4 February 2018 Councillors were invited to indicate their preferred prioritisation of those KPIs discussed with the Executive Committee on 16 January 2018 through completion of a survey.

2. Internship Programme

- We currently have 11 confirmed international interns.
- Two of our international interns have arrived and have commenced work.
- 1 NZ student is undertaking biodiversity research in the Planning Department.

I would like to introduce our first two international interns who have arrived in Oamaru and are busy familiarising themselves with their new environment and projects.



Amelia Guibbal is from France (the French Reunion Islands, although she has been in Paris in recent years). Amelia is studying a Bachelor of Translation and International Relations Catholic University of Lyon.

She will be with us for 4 months (22 January 2018 – 9 May 2018) – and has been allocated to Tourism Waitaki to assist with the internationalisation of the district's tourism materials, and international translation/communication - translation of printed/social media materials/marketing. As a result, she is based predominantly at Tourism Waitaki.



Nicolas Lebrun is from France. He is studying a Bachelor of Business and Administration at Neoma Business School, Rouen.

He will be with us for six months (29 January 2018 – 30 July 2018).

Nicolas will be project coordinating our UNESCO Global Geopark application.

He is based at Council HQ.

3. Business and Site Visits

11 December	Heliventures, Oamaru Airport
14-15 December	Prospective World Heritage Area and UNESCO Global Geopark Site visits with Dave Bamford (TRC)
15 December	Craig Fountain Opening, Oamaru Public Gardens
18 December	Lake Ohau Ratepayers and Residents Association Meeting
4 January	Te Ana Maori Rock Art Centre Site Visit, Timaru
10 January	Lean Meats, Oamaru
12 January	Home Gallery Fine Arts, Oamaru
18 January	St Kevin's Redcastle House/ Intern Accommodation Inspection
18 January	Lake Ohau Ratepayers and Residents Association, Lake Ohau
6 February	Waitangi Day Celebration at Te Rau Aroha Marae, Bluff

4. Meetings Attended

6 December	Kiwi Rail Discussion
6 December	NOIC Expansion Celebration
7 December	Meeting with Don Patterson
7 December	Meeting with Andrew Crawford, Sounds Air
7 December	Meeting with Waitaki Irrigation
7 December	Meeting with Mike McElhinney, Topflite
8 December	Meeting with Glenn Campbell, Whitestone Contracting
8 December	Meeting with Peter Kelliher and Steve Rushbrook (ORC) on Harbour Legal Advice, Oamaru
8 December	Teleconference with Tourism Expert Dave Bamford
8 December	Meeting with Faye Ormandy and Mike Gray of Vanished World
11 December	Waihemo Community Board Meeting, Palmerston
12 December	Federated Farmers Meeting, Oamaru
12 December	Meeting with Virginia Nichols, Otago Southland Employers' Association, Oamaru
12 December	Meeting with Vetlife and Vet Centre about intern programme
12 December	Mackenzie Tenure Review Meeting, Oamaru
13 December	Mayoral Christmas Function
14 December	World Heritage and UNESCO Global Geopark Sites dinner (Dave Bamford, Tourism Waitaki, Waitaki Tourism Association and Deputy Mayor Tavendale)
15 December	World Heritage and UNESCO Global Geopark Workshop
20 December	Meeting with Richard Roberts, Chief Executive Dunedin Airport & Megan Crawford, GM Marketing and Communications
20 December	Cultural Facilities Advisory Committee
20 December	Workshop HQ Office Proposed Layout
21 December	Zip line Proposal Meeting, Oamaru
5 January	UNESCO Global Geopark meeting with Mike Gray and Faye Ormandy, Vanished World
8 January	Meeting with Ngaire Woodward and David Higgins, Moeraki
9 January	Meeting with Paul Claman and Alistair Sands, Waitaki Summer Music Camp
9 January	Meeting with Bruce Comfort
10 January	Meeting with Dr Mark Smith, OWCT
11-15 January	Environmental Health Services Manager Interviews
12 January	Skype meeting, Mackenzie Review Report
12 January	Meeting with Terry Hannan re Steel Bikes Festival proposal
15 January	Meeting with Kevin Murdoch, Oamaru Yacht Club
16 January	Executive Committee Workshop – CEO KPI Discussion
17 January	Meeting with Tourism Waitaki staff re international intern programme
19 January	Otago CEO's Group Meeting, Dunedin
22-26 January	Leave
29 January	Otago Regional Economic Development Meeting, Dunedin
30 January	Meeting with Karen Thomas, SOLGM Chief Executive
31 January	Meeting with Glenn Campbell, Whitestone Contracting

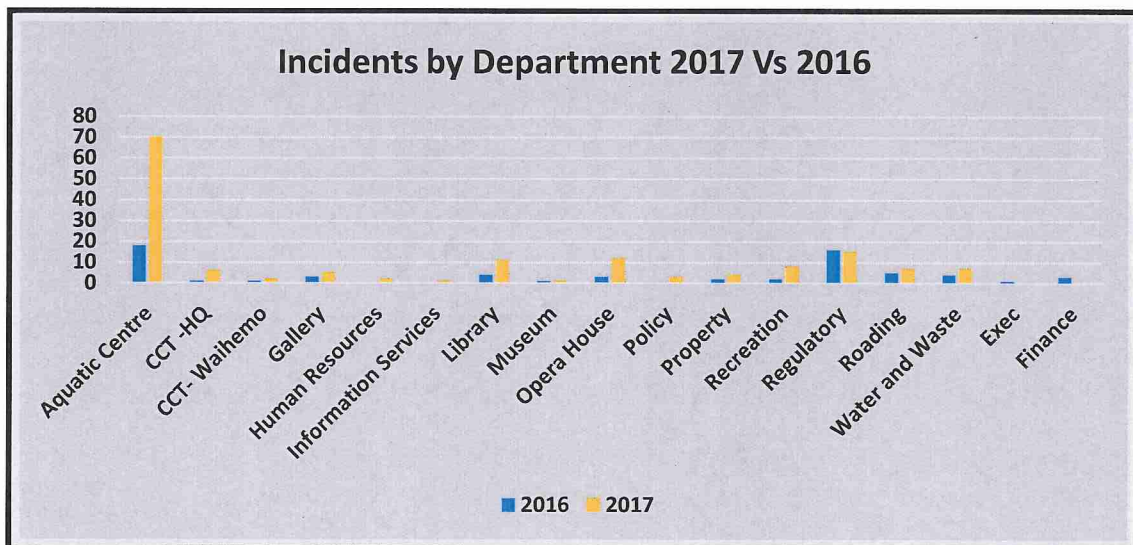
31 January Harbour Build Progress Meeting with the Wards'
 1 February Meeting with Paul Wilson, Xyst Limited
 1 February Meeting with Oamaru Steam and Rail
 2 February Meeting with Richie McCaw Statue Committee, Kurow
 6 February Attendance at Waitangi Day official celebrations, Invercargill
 6 February Otago/Southland Mayoral Forum dinner, Invercargill
 7 February Otago Joint CDEM Committee & Mayoral Forum, Invercargill
 8 February Meeting with Graham Sullivan, Ahuriri Community Board Chair
 9 February Meeting with Kathy Dennison, Waihemo Community Board Chair
 8-9 February Digital Multimedia Specialist Interviews
 12 February Canterbury Chief Executives' Forum, Christchurch
 12 February Otago Chamber of Commerce Business After 5 meeting, Oamaru

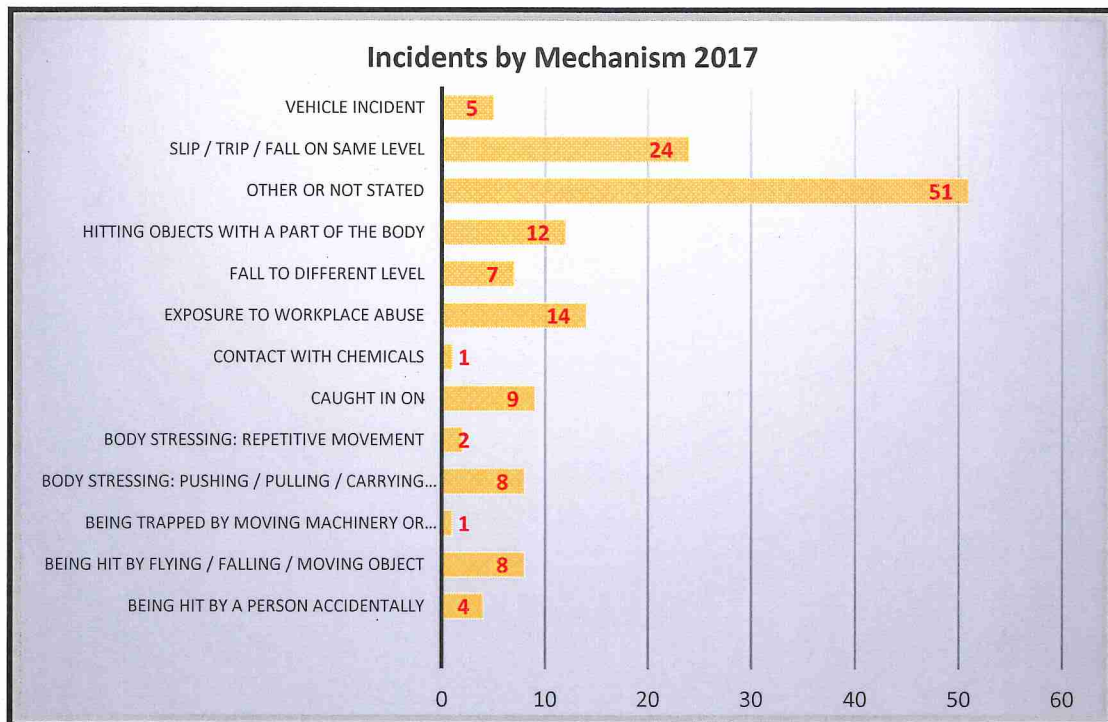
(signed)
 Fergus Power
 Chief Executive Officer

(c) Extract from Health and Safety Advisor's Report to the 13 February 2018 Finance, Audit and Risk Committee Meeting

Incidents January – December 2017

	2016	2017
Total Incidents	81	154
Staff incidents	64	75
Notifiable	Nil	Nil
Lost Time Injury	1	1
Near Misses	14	23
Members of the public	17	79
Contractors (in addition to total incidents)	61	156





Significant trends

The total number of reported incidents has appeared to increase significantly, but this is due to the minor aquatics incidents now being reported through Safehold and included in the overall count where they were separate in 2016. The total number of staff incidents reported has increased slightly from 2016, but the total number of staff working for Council has also increase from 2016. So far this year, vehicle-related incidents (refer graph 4) have been very low. This is considered to be a direct benefit of defensive driving lessons for field staff and an increase in general awareness, which is significant because driving has been identified as one of Waitaki District Council's critical risks.

This year, there has been a spread of incidents across most units. However, the Aquatics Centre continues to record the highest number of incidents for staff and the public. Again, the focus required to reduce the number of incidents is an increased uptake on carrying out personal risk assessments and being aware of the task at hand and associated risks.

Exposure to workplace abuse/harassment continues to be a trend being experienced by our staff (refer graph 4). Around 21.5% percent of all incidents reported have resulted from workplace harassment to staff. This trend is increasing, and it is essential that staff continue to be trained in the de-escalation of such incidents and wherever possible that they do not work alone especially if a person is known to exhibit this type of behaviour towards staff.

Contractors

Contractor incident reporting continues to increase due to an improvement in reporting. Of the 156 incidents reported, SouthRoads recorded the highest number, mainly due to the fact that the company does provide accurate and up-to-date reporting and are one of Council's major contractors. 28 near misses were reported, which demonstrates the growing reporting culture amongst contractors.

Public Incidents

This year 79 incidents have been reported, and these incidents continue to be well investigated and all corrective measures recorded.

From June onwards, the Aquatics Centre started to record all minor incidents in Safehold and are included as part of the 79 in total. The recreation team discusses all incidents at its monthly meetings, and trends are identified. Controls are implemented where identified.

Near Miss reporting

So far this year there has been an increased level of reporting near misses (14 in 2016 and 23 for 2017). However, this is unlikely to be a true reflection of all near misses, and therefore this continues to be a focus of education and communication with staff. Near misses are valuable learning opportunities for Council, to use to identify trends and implement preventative measures before incidents occur.

Conclusion

Whilst staff incidents remain at a reasonably low level / low risk, improvements can be made to ensure that Council sends "everybody home safe every day" without deterring accurate reporting. The level of near miss reports continues at a low level.