



Waitaki

DISTRICT COUNCIL
TE KAUNIHERA Ā ROHE O WAITAKI

Notice of Meeting

and

AGENDA

of the

Ahuriri Community Board

at

Omarama Community Centre, Omarama

at 3.15pm on Monday 16 April 2018

Ahuriri Community Board

Agenda

Venue: Omarama Community Centre, Omarama

Monday 16 April 2018 at 3.15pm

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1. **Apologies**
2. **Declarations of Interest**
3. **Public Forum**
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 - 26 February 2018

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 - Memorandum and recommendations

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 - Memorandum and recommendation

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 - Memorandum and recommendation

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 - Memorandum and recommendation

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9. **Elected Members' and Executive Management's Information Report**
 - Chairperson's Report
 - Community Board Members' Updates
 - Community Councillor's Update
 - Mayor's and Chief Executive's Reports to Council Meeting, 27 March 2018
 - Health and Safety Update to Finance, Audit and Risk Committee Meeting, 20 March 2018

19 – 28

Waitaki District Council**Ahuriri Community Board****UNCONFIRMED MINUTES of the Ahuriri Community Board
Meeting held at the Lake Centre, Otematata
on Monday 26 February 2018 at 3.12pm**

| | |
|----------------------|--|
| Present | Mr Graham Sullivan (Chair), Mr Calum Reid (Deputy Chair), Mr Tony Chapman, Mr Brent Cowles; Cr Craig Dawson |
| Apologies | Mrs Vicky Munro |
| In Attendance | Mayor Gary Kircher Fergus Power (Chief Executive) Paul Hope (Finance and Corporate Development Group Manager) Ainslee Hooper (Governance and Policy Advisor) Ruth Grundy (Media) |

The Chair declared the meeting open at 3.12pm, and welcomed everyone to the meeting.

1. Apologies

RESOLVED
ACB 2018/001

Cr Dawson / Mr Cowles
That the Ahuriri Community Board accepts an apology from
Mrs Vicky Munro.

CARRIED

2. Declarations of Interest

There were no declarations of interest.

3. Public Forum

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

4. Confirmation of Previous Meeting Minutes

RESOLVED
ACB 2018/002

Mr Tony Chapman / Cr Craig Dawson
That the Ahuriri Community Board confirms the minutes of the
27 November 2017 Meeting, as circulated, as a true and correct
record of that meeting, with one correction – Agenda Item 5,
replace Jocelyn McIlraith with "Gaynor Lines".

CARRIED

5. Ahuriri Bike Park

The report, as circulated, summarised the background to this project, noting that Council had allocated \$50,000 for a bike park in the Ahuriri Ward in the 2017/18 Annual Plan. It had been Council's intention that these funds would 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. A preferred site had been identified (concept plan attached to the report), and the Waitaki Valley Community Society nominated 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.

Following discussion on aspects of the project, it was suggested that the \$50,000 be used as base funding for the BMX track and the "stop, go" learn to ride bike park components, with other funding to be sourced for any additional features. The Mayor concurred with this approach, and said he had talked to other potential funding sources.

ACTION POINT: Mayor to email a list of other potential funding organisations that could be approached. [completed]

It was AGREED that Calum Reid would organise another meeting with the Recreation team in Oamaru, and together they would come up with a concept plan that could be put out to tender.

RESOLVED
ACB 2018/003

Mr Calum Reid / Cr Craig Dawson
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.

CARRIED

6. 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 months of December 2017 and January 2018.

RESOLVED
ACB 2018/004

Cr Craig Dawson / Mr Brent Cowles
That the Ahuriri Community Board receives the information.

CARRIED

7. 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 on 27 November 2017.

Discussion focused on picnic tables, footpaths, tables for Omarama, the road behind the garage in Kurow; the Omarama Dump Station, and the water supply in Otematata.

RESOLVED
ACB 2018/005

Mr Brent Cowles / Mr Calum Reid
That the Ahuriri Community Board receives and notes the information.

CARRIED

8. Recreation Update

The memorandum, as circulated, updated the Ahuriri Community Board on routine work, maintenance issues and progress on minor projects from 16 November 2017 to 13 February 2018.

Board members were pleased to learn of the positive feedback to the new swimming areas at Parsons Rock and Sailors Cutting. After brief discussion on the watering of reserves, it was suggested that the Board raise this issue during its upcoming Community Visioning workshops and/or include it in an LTP submission – specifically, does the community want to have all the reserves watered, or only the used ones?

RESOLVED

ACB 2018/006

Cr Craig Dawson / Mr Brent Cowles

That the Ahuriri Community Board receives and notes the information.

CARRIED

9. 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. Part I included the Chairperson's report, and reports from Board members Vicky Munro, Calum Reid and Tony Chapman. Community Councillor Craig Dawson presented his report verbally at the meeting. Part II included the Mayor's and Chief Executive's Reports to the 13 February 2018 Council Meeting; and the Health and Safety Update to the Finance, Audit and Risk Committee Meeting on 13 February 2018.

All reports were taken as read. There was general discussion on the following topics:

- The growth in tourism in the area had been phenomenal. The good weather had helped, but it was local interests like the Alps 2 Ocean trail and local events that were driving real growth beyond the weather dependency. The Mayor congratulated the Board and other community leaders for this result; it was all about creating critical mass, and continuing to build on it.
- Adventure motorbikes were a big growth area; some groups had come back five times already in one season; the Bruce Munro rally had grown from 2000 to 5000 bikes this year.
- It was suggested that Tourism Waitaki could be asked to do some publicity around these success stories. ACTION: Board members
- Extending the night sky events into Ohau, and the UNESCO Global Geopark project – these could both bring more visitors into the area if they were to come to fruition. Visiting film crews were another potential growth area.
- The key problem issue with all this growth potential was a lack of accommodation.
- Six new cabins at the Top 10 campground in Omarama had been approved by Council at its 13 February meeting.
- Board members were encouraged to make a submission on Council's Long Term Plan when the draft went out for public consultation at the end of March.

RESOLVED

ACB 2018/007

Cr Craig Dawson / Mr Tony Chapman

That the Ahuriri Community Board receives the information, and the reports be taken as read.

CARRIED

RESOLVED

ACB 2018/008

Mr Calum Reid / Cr Craig Dawson

That the Health and Safety Report be received and noted.

CARRIED

There being no further business, the Chair declared the meeting closed at 5.10pm.

TO BE CONFIRMED on the 16th day of April 2018 at the Omarama Community Centre.

Chairman

UNCONFIRMED

Ahuriri Community Board

Memorandum

From Accounting Manager

Date 16 April 2018

Separate Rate Accounts and Funds Available for Distribution for Community Projects

Recommendations

The Ahuriri Community Board:

1. Receives the schedule detailing movements in and balances of separate rate accounts within the Ahuriri ward.
2. Receives the report detailing movements in and the unspent balance of funds available for distribution to community projects within the Board's ward.

Background

Separate Rate Accounts

These are maintained where Council levies a targeted rate for specific purposes, such as water and sewer systems, township amenities (including storm-water systems if applicable), community halls and Ward Services generally (including the operations of the Community Board itself, parks and reserves, etc).

Because several of those targeted rates relate directly to communities within the Community Board's oversight, it is appropriate that the Board is kept informed of their status.

This information is reported at the end of each quarter, at 30 September, 31 December, 31 March and 30 June in each financial year. The information attached is current at 31 December 2017.

Community Funding

The annual budget for the Community Board includes amounts intended to enable it to provide a degree of additional financial support within its local community.

- **Discretionary Fund**
Each Community Board has a sum available annually to fund small community projects. As this budget is funded by ratepayers through their annual rates, any balance remaining unspent at year end may be carried forward until spent. The current year's expenditure is detailed fully on the report.
- **Community Grants**
The Community Board has an annual budget allocation for "Community Grants". This includes an annual budget of \$5,000 specifically for the Waitaki Valley Heritage Society, and in the 2017/18 financial year a further sum for general community groups. As with the Discretionary Fund, any unspent balances can be carried forward until spent.

Conclusion

If any member of the Community Board requires further information, or has questions related to the reports provided, these queries should be directed to the Financial Services unit via the Board's Chair.



Ian Wells
Accounting Manager

Paul Hope
Chief Financial Officer

Attachments

Report on Separate Rate Accounts and Funds Available for Distribution for Community Projects

Ahuriri Community Board

Separate Rate Accounts 1 July 2017 - 31 December 2017

| | Rate Account | | | | | | Rate Account | Depreciation Reserve | | Internal Loans | |
|----------------------------------|--------------|---------|---------|-------------|-------------|-------------|-----------------|----------------------|------------------|----------------|------------------|
| | Balance | Rates | Other | Operating | Capital | From / (To) | Balance | Balance | Balance | Balance | |
| | 01-Jul-17 | Income | Income | Expenditure | Expenditure | Reserves | 31-Dec-17 | 01-Jul-17 | 31-Dec-17 | 01-Jul-17 | 31-Dec-17 |
| Ward Services | | | | | | | | | | | |
| Ahuriri Ward Services | 413,662 | 249,558 | 12,938 | (245,794) | - | 8,307 | 438,670 | 191,172 | 191,845 | (85,373) | (77,350) |
| Specific projects to fund | | | | | | | | | | | |
| Ward discretionary fund | | | | | | | 20,000 | | | | |
| Ahuriri reserve improvements | | | | | | | 14,000 | | | | |
| Discretionary fund | | | | | | | 15,216 | | | | |
| Community grants | | | | | | | 26,500 | | | | |
| Total committed | | | | | | | 75,716 | | | | |
| Township Amenity | | | | | | | | | | | |
| Kurow | 80,582 | 9,090 | - | (194) | (36,372) | (5) | 53,101 | 3,192 | 3,365 | - | - |
| Lake Ohau | 23,235 | 1,734 | - | (132) | - | (90) | 24,747 | 2,728 | 2,846 | - | - |
| Omarama | 58,016 | 9,198 | - | (2,579) | - | (25) | 64,610 | 8,873 | 9,160 | - | - |
| Otematata | 103,831 | 27,876 | - | (31,162) | - | (3,894) | 96,651 | 275,244 | 282,847 | (73,163) | (70,344) |
| Hall | | | | | | | | | | | |
| Kurow | 27,958 | 6,630 | 10,474 | (13,672) | - | - | 31,391 | - | - | - | - |
| Omarama | 4,489 | 7,434 | 73 | (4,144) | - | (1,192) | 6,660 | - | - | (20,667) | (18,374) |
| Otekaieke | 6,528 | 450 | 111 | (305) | - | - | 6,784 | - | - | - | - |
| Otematata | 2,985 | 8,016 | 43 | (8,944) | - | - | 2,100 | - | - | - | - |
| Water | | | | | | | | | | | |
| Kurow | (47,929) | 63,126 | 13,915 | (93,551) | - | (8,533) | (72,972) | 114,025 | 132,613 | (34,274) | (33,371) |
| Lake Ohau | 55,586 | 10,128 | 13,629 | (18,770) | - | (11,100) | 49,473 | 131,761 | 136,118 | - | - |
| Omarama | 386,644 | 79,512 | 13,491 | (75,122) | (2,523) | (14,635) | 387,367 | 180,535 | 203,138 | - | - |
| Omarama upgrade loan | - | 6,714 | - | (404) | - | (6,107) | 203 | - | - | (46,734) | (27,696) |
| Otekaieke | (2,527) | 5,580 | 468 | (5,363) | - | (290) | (2,132) | 29,722 | 31,747 | - | - |
| Otematata | 139,481 | 87,828 | (3,296) | (92,917) | - | (7,035) | 124,061 | (338,955) | (304,943) | (409,877) | (397,543) |
| Sewerage | | | | | | | | | | | |
| Kurow | 108,940 | 26,694 | 7,513 | (45,038) | - | 3,612 | 101,721 | 259,960 | 268,851 | - | - |
| Lake Ohau | 26,792 | 10,098 | 4,420 | (13,395) | - | (1,805) | 26,110 | 162,579 | 168,634 | - | - |
| Omarama | 100,567 | 55,830 | 15,616 | (74,724) | - | (3,667) | 93,622 | 402,334 | 414,221 | - | - |
| Otematata | 89,258 | 66,558 | 15,830 | (108,085) | (18,744) | 39,238 | 84,055 | 644,799 | 627,670 | - | - |

Ahuriri Community Board

Funds available for community purposes

| | Balance 01-Jul-17 | Annual Rates | Operating Expenditure | Available 31-Dec-17 |
|---------------------------|----------------------|------------------|--|------------------------|
| Community Grants | | | | |
| Kurow Museum (specific) | 5,000.00 | 5,000.00 | (5,000.00) | 5,000.00 |
| | | | (5,000.00) Kurow Museum grant | |
| Other | 22,000.00 | 5,000.00 | (5,500.00) | 21,500.00 |
| | | | (3,000.00) Kurow Museum operations | |
| | | | (2,500.00) Otago Maintenance - pontoon R&M | |
| Discretionary Fund | 10,216.00 | 5,000.00 | - | 15,216.00 |
| | | | | |
| Total available | <u>37,216.00</u> | <u>15,000.00</u> | <u>(10,500.00)</u> | <u>41,716.00</u> |

Ahuriri Community Board

Memorandum

From Building Services Manager

Date 16 April 2018

Building Consents Issued in Ahuriri Ward for the Months of February and March 2018

Recommendation

That the Ahuriri Community Board receives and notes the information.

Summary and Purpose

To provide Ahuriri Board Members with a list of building consents issued in Ahuriri Ward for the months of February and March 2018.

Discussion

Building consents issued in Ahuriri Ward for the month of February 2018:

| | | |
|------------------------|--|-----------|
| Otematata-Kurow Road | Alterations to Block C | \$60,000 |
| Omarama Avenue | Construct 4 Series 600 Versatile self-contained units 6m x 4. Amendment 2018/4272/2 - Change from concrete floor to wooden floor | \$264,000 |
| Otematata-Kurow Road | Reduce footprint of Block E from 467m2 to 343m2 and convert from restaurant to 4 x 6 bed accommodation | \$300,000 |
| Gordon Street | Construct 2 bedroom and ensuite addition to existing dwelling | \$77,400 |
| Avoca Lane | Construct new Versatile 1 bedroom dwelling with Masport Akaroa woodburner | \$75,000 |
| Cirrus Place | Construct a new 4 bedroom dwelling with attached garage | \$315,000 |
| Omarama-Otematata Road | Stage 1 of 2 for proposed new dwelling | \$120,000 |
| Pinot Noir Court | Construct new 3 bedroom dwelling | \$340,000 |
| Dobson Lane | Construct new 3 bedroom dwelling with Magnum P300 woodburner | \$400,000 |

Building consents issued in Ahuriri Ward for the month of March 2018:

| | | |
|----------------------|--|-----------|
| Ohau Drive | Piles, foundations and connection to services for a relocated dwelling | \$50,000 |
| Benmore Place | Heater | \$5,000 |
| Spencer Road | Amendment to change cladding | \$400 |
| Bowen Street | Heater | \$2,000 |
| Otematata-Kurow Road | Internal alterations | \$10,000 |
| Sutherland Road | Foundations and connection to services for relocated dwelling | \$30,000 |
| Coronet Place | Three bedroom dwelling | \$249,000 |
| Omarama Avenue | Amendment – addition of a verandah | \$5,000 |
| Sunset Place | Relocate dwelling onto an existing concrete foundation | \$12,000 |
| Buller Crescent | Extension and alteration to dwelling | \$40,000 |

| | | |
|------------------------|--|-----------|
| Cattle Valley Road | Four bay pole shed | \$15,000 |
| Buller Crescent | Stand alone games room with bathroom and carport | \$20,000 |
| Kowhai Place | Four bedroom dwelling | \$320,000 |
| Rata Drive | Three bedroom dwelling | \$260,000 |
| Omarama-Otematata Road | Two bedroom dwelling | \$250,000 |
| Omarama-Otematata Road | New woolshed | \$181,700 |



Roger Cook
Building Services Manager



Lichelle Guyan
Heritage, Environment and Regulatory Group Manager

Ahuriri Community Board

Memorandum

From Recreation Manager

Date 16 April 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 14 February to 3 April 2018.

Comment

Staffing:

- *Staffing* – Jane Matchett has returned to work after three months leave. Unfortunately the position of Parks Officer for Oamaru is currently vacant so capacity is still an issue for the team.
- *Maintenance* – Mowing of reserves in the Waitaki district has been significantly disrupted by recent heavy and frequent rainfall and warm ground temperatures. In February there was 238mm of rain compared to an historic average of 15mm. In March (to 27 March 2018), there was 101mm compared with the historic average of 29mm. These are not normal autumnal conditions. Ground temperatures are expected to drop in the coming month which should help slow the growth of grass. These extraordinary rain events have had a number of impacts on Council's mowing contractor:
 - They may not be able to mow at all when it is wet (for example, a week of mowing was lost with Cyclone Gita).
 - They may not be able to achieve a good cut when the grass is wet.
 - Some reserve areas remain saturated, and may continue to be too wet to mow (heavy machinery ruts and damages the ground).
 - The rain, combined with warm ground temperatures, is creating rapid growth.
 - Currently, Council's contractor is taking on additional temporary staff, and working longer hours and weekends in order to do as much mowing as they can as weather conditions permit.

Council apologises for any inconvenience caused and thanks members of the community for their continued understanding and patience during this time.

Camping:

- 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 in 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.
- The Camp Management contract is currently out for tender.

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.
- The cleaning contract for the Omarama toilets is currently out for tender.

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.
- Options for drinking fountains have been provided to the Kurow community. The drinking fountain will cost approximately \$1,800, with installation likely to be up to an additional \$1,000 subject to location and services. (Examples of drinking fountains are included in Attachment One.)
- The Ohau Conservation Trust supplied and planted beech trees in McKinnon Reserve over Easter.
- A survey to update the Ohau Reserves Improvement Plan will be out for comment from Ohau residents in the coming months. This is being facilitated by the Ohau residents.

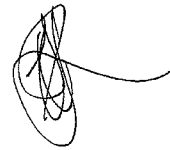
Alps to Ocean:

- A hearing on Council's resource consent application for the section from Sailors Cutting to Benmore Dam was held on 21 March 2018. The Commissioners decision is expected to be received in the coming few weeks.

Ahuriri Reserve Improvements budget:

- The improvement budget for this year is \$28,100, of which \$7,000 has been allocated to Ohau Reserves, \$8,000 to the Otematata tennis court fence, and \$3,000 to the Kurow dinking fountain, leaving \$10,100 unallocated.

Erik van der Spek
Recreation Manager



Neil Jorgenson
Assets Group Manager

Attachment One: Drinking Fountains

Providing *everyone* with pure drinking water..

Mountain Fresh Drinking Fountains, Proudly designed and made in NZ.

Variable Height Stainless Steel Robust Drinking Fountain

With your choice of interchangeable mounting options for surface or concrete in ground option installation. Full stainless steel construction in an easy to install and service module.

Specifications:

- Multiple height and installation options to suit surface or subsurface-mounting
- Non marking rumble finish stainless steel
- Drinking bubbler
- Bottle filler
- Maintenance tap
- 3mm wall thickness
- Removable vandal resistant shrouds
- Full length inspection / service panel
- Future proofed for ongoing refurbishment program

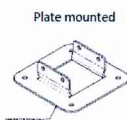
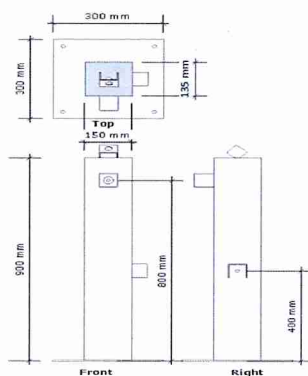
Dimensions: Height—900mm x 150 x 135mm square (multiple height options)

Options: Multi purpose fountain design to suit any age, ability or environment with the latest 7 section construction protocol. Drinking hardware and shroud customised to suit every requirement. Made to order future proof refurbishment programs available.

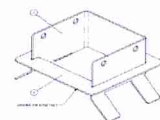
Codes

F6C-SD Concrete in ground no shrouds / F6D-SD Concrete in ground with shrouds

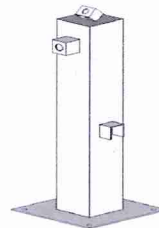
F6G-SD Plate mounted no shrouds / F6H-SD Plate mounted with shrouds



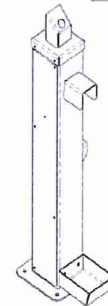
Concrete Mounted



Standard Fountain



Dog Bowl Fountain



www.mountainfresh.co.nz
0800 787 342 | sales@mountainfresh.co.nz

Ahuriri Community Board

Memorandum

From Assets Group Manager

Date 16 April 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 26 February 2018.

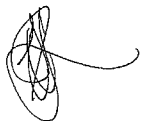
1. Roothing

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.

| | |
|----------------------------------|---|
| Community Board Projects | <ul style="list-style-type: none"> Two picnic tables have been ordered for installation on East Road / Coronet Place in Otematata. |
| Township Maintenance | <ul style="list-style-type: none"> Mowing and bin collection has been carried out in the Ahuriri area. |
| Footpaths | <ul style="list-style-type: none"> Footpath preparation has been completed in Kurow and Omarama, and there are plans to seal by the end of April. |
| Road Markings and Signage | <ul style="list-style-type: none"> District-wide road remarking is underway and will be completed by the end of April. |
| Other | <ul style="list-style-type: none"> The draft Government Policy Statement on land transport has been released. There is a shift to alternative modes of transport including rail, which will result in lower emissions. |

2. Water Supply Kurow

Further works are being undertaken at the Kurow wetland disposal area as works earlier this year helped but did not fully resolve the overflowing of the wetland. Contractors are clearing the wetland of all plants and removing the top layer of gravels to further assist ground soakage. The bund will also be extended around the three lower sides.



Neil Jorgensen
Assets Group Manager

SouthRoads Summary Report for February 2018



WDC 642 Summary Report February 2018

PERFORMANCE

| | | | | |
|---------------|-------|--------------------------|---------|----|
| EFFECTIVENESS | CRM's | Structures | Monthly | - |
| | | Culverts/Side drains | Monthly | 43 |
| | | Fallen Trees | Monthly | 5 |
| | | Flooding Roads/Footpaths | Monthly | 27 |
| | | Frost and Ice Response | Monthly | - |
| | | Grading/Metalling | Monthly | 48 |
| | | Kerb and Channel | Monthly | 6 |
| | | Road Litter | Monthly | 5 |
| | | Signs Missing/Damaged | Monthly | 11 |
| | | Roadside Vegetation | Monthly | 6 |
| | | Safety Road Condition | Monthly | 2 |
| | | Sealed Road Failures | Monthly | 7 |
| | | Potholes | Monthly | 9 |
| | | Snow Clearing | Monthly | - |

| | | | | Month | YTD |
|---------------------|----------------|---------------------------------------|---------|-------|-----|
| PEOPLE / CULTURE | TEAM SAFETY | Medical Treatment Intervention - # | Monthly | 0 | 1 |
| | | Lost Time Injury - # | Monthly | 0 | 0 |
| | | Near Miss/IOF | Monthly | 13 | 115 |
| | | Incidents | Monthly | 8 | 55 |
| | | Safety Audits/Tours completed | Monthly | 8 | 36 |
| | | | | | |

Welcome to the February report, this month we have witnessed summer signing out with some pretty intense weather, skipping autumn and jumping straight into the depths of winter.

The February event mainly resulted to damage to our unsealed network with the water scouring roads and the material blocking culverts. We have completed a network inspection identifying the damage and programed the outstanding repairs to get underway in March

The siteworks crew have been busy working on Towey Street replacing kerb and channel on both sides of the street. Both sides now have the new kerb in and the reinstatement of the road and driveways are well underway.

The footpath crews have been working on footpath repairs in the South Hill, Oamaru area and are shifting into Weston.

The drainage crews have been completing drainage renewals on Ardgowan Rd and are due to shift into the Ngapara/Fiveforks area to complete digout repairs and side drainage.

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 has been approved and the first site meeting has been held. We expect gear to be on site in March and crushing to commence later in the month.

The premix crew has been completing edge break and levelling work throughout the district. Focussing on the South Hill area.

Our graders have been busy working on their monthly beats. The North grader has made its way around the Oamaru plains before heading back up country to sort out some flood damage. The South grader has made its way back from the other end of the district and has been completing some very rural roads work while up Macraes before heading back into the Maheno/Kakanui area.

Delta has been flat up trying to keep up with the vegetation growth we have had throughout the district. They have started another round of urban spraying in the townships and have been focusing on spraying pest plants. They have completed an audit of vegetation overhanging roads and are programming a round of trimming.

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

The stabi crew has completed some repairs on Ardgowan Rd before shifting back to Weston – Ngapara Rd to complete these repairs.

PROGRESS

| Item | Completed | Comments |
|--|---|----------------------------|
| Stabi's | 398.3m ² | 10,719.3m ² YTD |
| Maintenance Metaling (20,000m ³) | 1,690.6 m ³ | 10,838.6m ³ YTD |
| Grading (280km target) | 135.4km (MTD) | 1,292.5km (YTD) |
| Road Sweeping | 18 (MTD) | 291 (YTD) |
| Signs | Cleaned 5 (MTD) Straightened 7 (MTD) | 267 (YTD) 235 (YTD) |
| Roadside Litter Collection | 8 (MTD) | 167 (YTD) |
| Wilding Trees | 3 (MTD) | 143 (YTD) |
| Traffic Counts (300 per year) | 28 (MTD) | 262 (YTD) 87.3% |

Inspection Table

| Activity | Completed MTD | Completed YTD | Remaining Qty |
|---------------------------------|---------------|---------------|---------------|
| Culvert Inspections (240/month) | 289 | 1,833 | 1,047 (36.4%) |
| Bridge Inspections (15/month) | 3 | 39 | 141 (78%) |

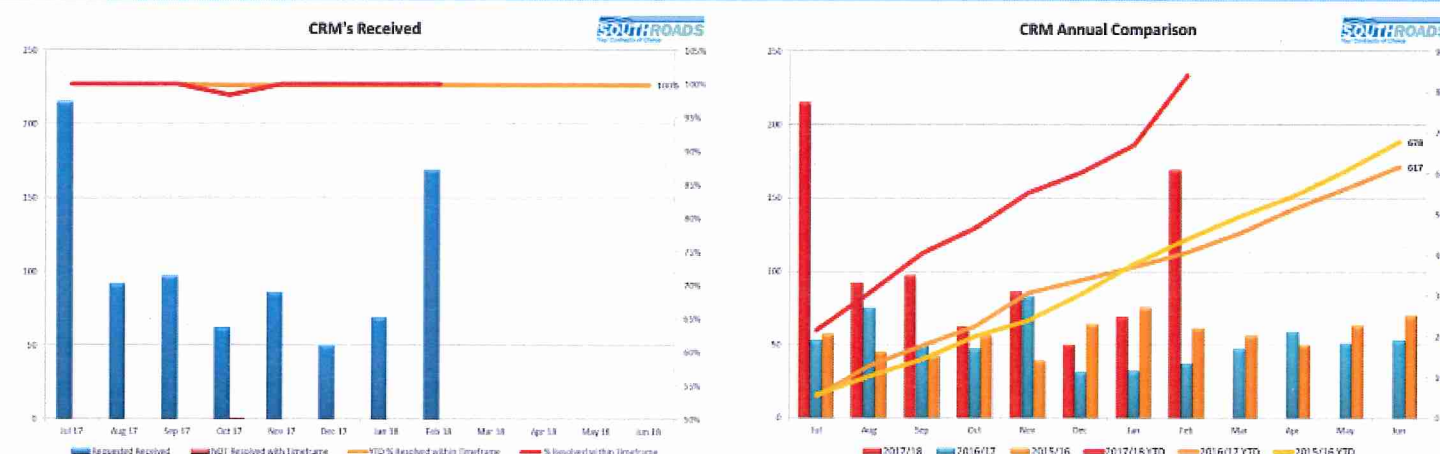
RISK & STRATEGY UPDATES

| | 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 should be programmed to be removed before winter. |
| | 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 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 169 CRM's for the month of February. This is 100 up on last month. The flood in February has caused this spike with culverts/side drains and metalling/grading having the biggest increase in CRM's

CRM GRAPHS



PERFORMANCE MEASURE RESULTS –

For February 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.

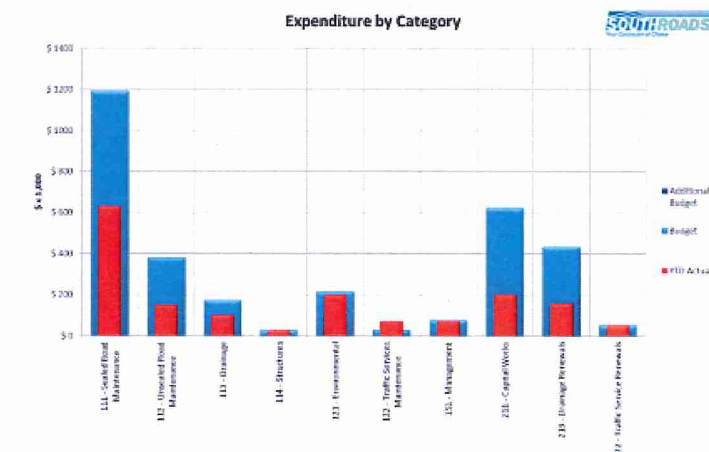
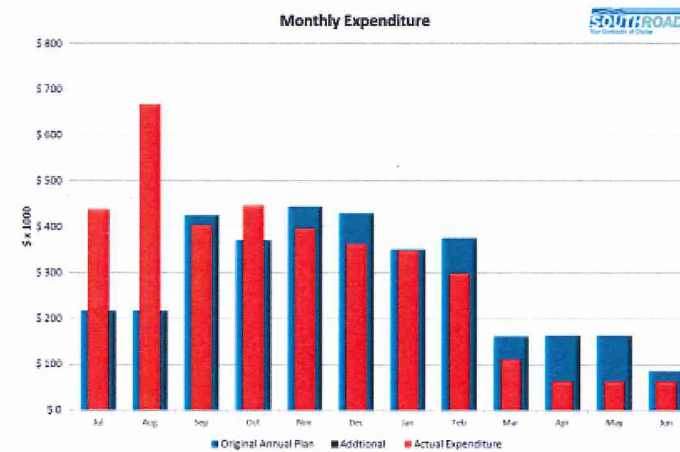
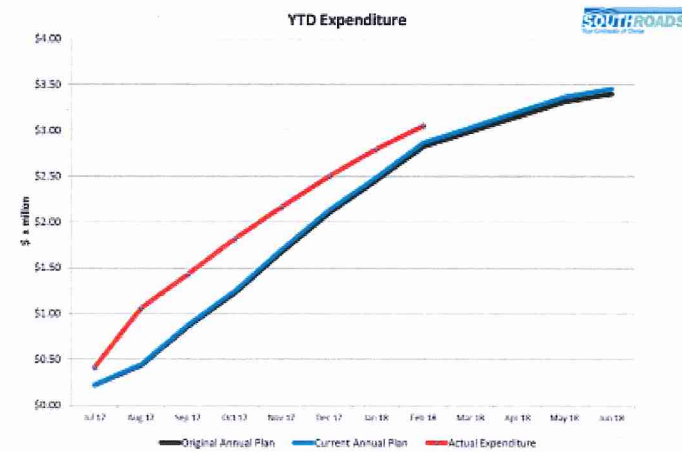
GOLD STAR INITIATIVES.

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

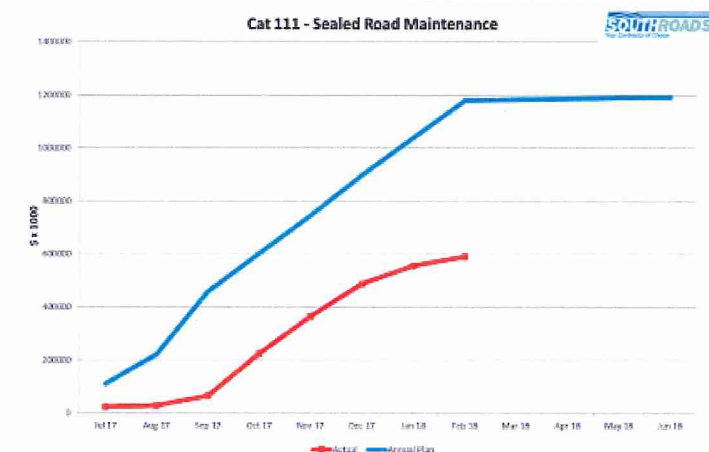
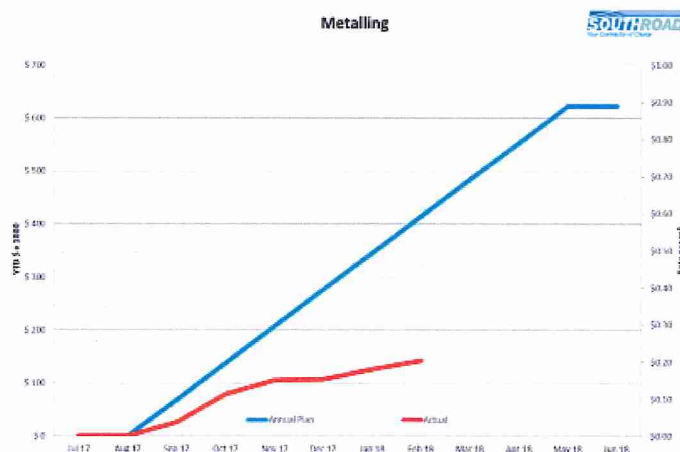
TRAFFIC CRASH/DAMAGE REPORT

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 | 409633 | 0 | 0 | 0 | 0 | 3233024 | | |
| Actual Expenditure | 439006 | 667704 | 404407 | 446666 | 397268 | 363432 | 348614 | 299857 | 111000 | 63329 | 63329 | 63329 | 3667941 | -254038 | -6% |
| 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 | 0 | 417533 | 522779 | 368281 | 73073 | 1381667 | | |
| Projected Expenditure | 439006 | 667704 | 404407 | 446666 | 397268 | 363432 | 348614 | 299857 | 528533 | 586108 | 431611 | 136402 | 5049608 | 1127629 | 29% |

FINANCIAL COMMENTARY

The year completed expenditure is \$3,366,954.00. The claim for the month was \$300,277.31(including township works) and consisted of mainly programmed works and maintenance activities.

Ahuriri Community Board Memorandum

From People and Culture Group Manager

Date

16 April 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 27 March 2018 Council Meeting
- Chief Executive's Report to 27 March 2018 Council Meeting
- Health and Safety Update to the Finance, Audit and Risk Committee Meeting, 20 March 2018.

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, 16 April 2018

PART I – COMMUNITY BOARD ELECTED MEMBERS

(a) Chairperson's Report

(i) Community Board visioning workshops

I wish to thank the communities of the Ahuriri Ward for their attendance and input at the recent visioning workshops held in Omarama, Otematata and Kurow for the Long Term Plan. The Community Board has since met with the facilitator again to discuss the many proposals that were raised at those workshops. The Board will continue to consult with the community as future planning progresses.

I wish to take this opportunity to thank Council staff for their support through the community visioning process.

(ii) Meetings attended:

| | |
|-------------|--|
| 24 February | Attended Otematata Residents Association Meeting |
| 3 March | Attended Community Visioning Workshop at Omarama |
| 8 March | Attended Community Visioning Workshop at Kurow |
| 10 March | Attended Community Visioning Workshop at Otematata |
| 12 March | Attended Council's Strategic Workshops on UNESCO Global Geopark and World Heritage status, and on the Cultural Facility Development Project – Moving Forward – both held at the Oamaru Opera House |
| 27 March | Attended Council Meeting and "Big Data" Council Workshop |
| 5 April | Attended Ahuriri Community Board Workshop with facilitator to discuss proposals raised at Community Visioning Workshops in the Ahuriri Ward |
| 7 April | Attended Otematata Residents Association Meeting |

(b) Community Board Members

Vicky Munro

| | |
|---------------|---|
| 8 March 2018 | Visioning meeting Kurow Community |
| 10 March 2018 | Visioning meeting Otematata Community |
| 5 April 2018 | Ahuriri Community Board workshop to review Community Visioning outcomes |

Comment: Unfortunately, I was not able to attend the Omarama Community Visioning workshop, but – based on my participation in the other two – I have found the whole experience rewarding. I look forward to seeing this project progress.

Tony Chapman

- Attended the Benmore Islands Meeting in Omarama re tree spraying
- Attended the Community Visioning Meeting in Omarama

Calum Reid and Brent Cowles

- verbal reports will be provided at the meeting

(c) Community Councillor Craig Dawson

| | |
|-------------|---|
| 27 February | LTP workshop, followed by Councillor briefing. |
| 3 March | Community Visioning Meeting at Omarama. A good turnout (approximately 40 people), with a good mix of business people, farmers, and newcomers to the area. |
| 5 March | Waitaki Vehicle Trust – the two vehicles based in Otematata and Kurow continue to be in high demand, clocking up 145 trips, 211 passengers and a total of 35,295kms. |
| 6 March | Development Contributions Committee Meeting, Council Meeting, workshop for Executive Officer role, followed by three Councillor business information visits to Topflite (Animal Food Manufacturers), Heliventures Limited, and Oamaru Airport. |
| 8 March | Community Visioning Meeting at Kurow. A somewhat disappointing turnout, with about 8 Kurow people and 3 from Duntroon (who positively contributed to the meeting). It was sad that this was a golden opportunity missed, as no young people attended, nor any business people. |
| 10 March | Community Visioning Meeting at Otematata. Another good turnout, with approximately 50 people and good input into the sessions. |
| | Summary comment about Community Visioning Meetings – There were some strong points coming through during the visioning sessions, which will help Community Boards with their future planning. |
| 13 March | Councillor and Executive Team retreat day held in Omarama. This was a good opportunity to talk about our concerns and set priorities for the LTP. |
| 15 March | Omarama Inc. We covered topics such as freedom camping, building maintenance and Council's Waste Minimisation plan. |
| 16 March | CWMS. Major discussion around the effects of freedom camping and water quality and the challenges ECAN faces in getting the message out to the community about the work that is being carried out by the Upper Waitaki Water Zone committee. The Water Quality scientist advised that there was no sign of human E coli in the Ahuriri river, which was encouraging as there appears to be an emotive link between water quality and camping. The local DOC officer, who looks after the camping area by the Ahuriri Bridge, commented that this year he had less mess to clean up than previous years. |
| 20 March | Finance, Audit and Risk Committee Meeting, followed later by a Councillor business information visit to North Otago Irrigation sites. |
| 21 March | Public meeting at Omarama with LINZ to discuss the LINZ plan (or lack of one) to kill the wilding pine trees and conifers on the three islands on Lake Benmore. The main level concern amongst those present was what would be left when the trees eventually died. Junction Island in particular was a concern, as many people visit this area over the summer months and now may not be able to, due to the dying trees becoming unstable. There was no replanting plan detailed at the meeting, which left some attendees concerned that LINZ was just going to leave a mess. |
| 23 March | Meeting with Elizabeth Soal, who is writing a thesis on the work carried out by the CWMS. She was particularly interested in the mix of people involved, and asked whether it should be more elected members than appointed members who represented the community. I pointed out that it appeared to be quite a good mix of both elected and appointed members. The meetings are relatively informal and constantly invite all attendees to have their say on any points they wish to raise. |
| 27 March | Council Meeting, Executive Committee Meeting with Tourism Waitaki directors, followed by a "Big Data" workshop at the Opera House. This last session proved to be quite an eye opener, with the market intelligence that can be accessed, especially on user trends for Council services and where visitors are coming from and their spending habits. |
| 3 April | Council Workshops on Development Contributions, Regulatory Fees and Charges, and Revenue and Financing and Depreciation Policy issues. |
| 5 April | Meeting with the Community Board to review the points gathered from the three Community Visioning workshops. |

PART II – COUNCIL ELECTED MEMBERS AND EXECUTIVE MANAGEMENT

(a) Mayor's Report to 27 March 2018 Council Meeting

Recommendation

That Council receives and notes 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?

This report is a very brief one, as we work on a number of high priority projects, with particular focus on the Long Term Plan. This has consumed a large amount of time for Councillors and me, and even more so for staff. We will be adopting the draft at this meeting, and the Consultation Document will be confirmed for distribution. It is good to get to this stage where we can inform the public what we believe should be done over the next ten years. It is the public's opportunity to tell us what they want, and as importantly, what they don't want. This is valuable feedback and we will listen to it and consider it as we make final decisions in June.

The Cultural Facilities Development

This project has been the major amenity project for us over the past four years. As people will know by now, the project has been put on hold as we reconsider what our goals and objectives are for our arts, culture and heritage. Although such things can often be seen as elitist and not relevant, it is important for us to acknowledge and remember our past and our culture. We want to be able to tell our stories to our locals and to visitors, in a way that engages them and explains as well as possible who we are in Waitaki.

What has become clear is that the proposed facility was not going to achieve that. The reality was that there have been compromises along the way that were going to affect how it operated. But even more importantly than that, was the fact that we are facing a very different context for our culture and heritage now. We are looking at exciting opportunities for UNESCO Global Geopark recognition, for World Heritage Status, and for building new partnerships with Ngai Tahu to tell their stories as well. We also have the opportunity for significant funding from the Government's Provincial Growth Fund which will be a game-changer for us if we are successful.

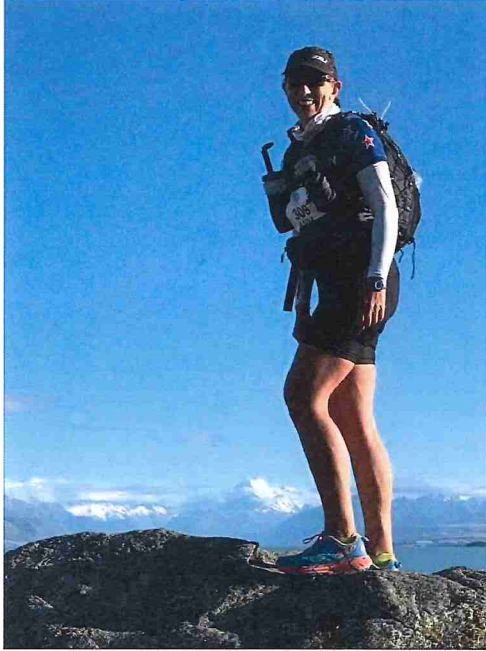
It is time for a rethink, but it is not a time for delays. I am committed to getting on with the development plan of what we want to achieve and how we will do that. We have a smorgasbord of opportunities that are just waiting for a cohesive plan to tie them together to create a series of sites and stories that could put Waitaki on the international map as a centre of excellence for culture and heritage. The opportunities have been there for some time, but it is only now that the planets have aligned for us to be able to make it happen!

Alps2Ocean Ultra

I want to make special mention of the organisers of the Alps2Ocean Ultra race. This has been an amazingly successful event which has publicised our piece of paradise to the world! Michael Sandri was the instigator of the event and was joined by a small team who spent a huge amount of time over the past year putting the event together, and getting the 130 athletes from around New Zealand and the world to the start line. Key members of that team were Linton Clarke and John Crombie. The trio have done us proud as they pulled off one of the most professionally-run events in New Zealand – not bad for their first effort and for the first staged Ultra event to be held in our country.

Photographs of the event, mostly featuring the stunning scenery of Waitaki, have spread across the planet as the athletes have spread their stories through social media, talks to various groups and so on. The peripheral economic benefits have been significant. Direct benefits included over \$30,000 going to the A2O trail for maintenance, and a significant sum will be available for distribution to charitable causes that benefit the youth of Waitaki. The Waitaki District Council contributed \$10,000 from our economic development fund early on, and that money has been very well spent. We will be

supporting the event again in 2019, which is already close to capacity for entries. So that will be another 130 athletes and their supporters coming to Waitaki for a week or more to enjoy our place. As much as you can when you are running about 330 km in a week!



Meetings Attended:

| | |
|-------------|---|
| 1 February | Whitestone Shareholder Meeting |
| 2 February | Meeting with OWCT Trustees |
| 2 February | Draft Agenda meeting |
| 2 February | Meeting with Richie McCaw Statue Committee, Kurow |
| 6 February | Waitangi Day celebrations at Bluff Marae |
| 6 February | Otago/Southland Mayoral Forum dinner (Invercargill) |
| 7 February | Combined Otago/Southland Mayoral Forum meeting (Invercargill) |
| 7 February | Te Roopu Taio meeting |
| 8 February | Mayor and CEO Catch-up |
| 12 February | Phoenix Water Wheel Trust Meeting |
| 12 February | Meeting re Family Fun day |
| 12 February | Business after 5, NO Motor Group |
| 13 February | Committee Meetings |
| 13 February | Council Meeting |
| 13 February | Councillor Briefing |
| 14 February | Mayor and CEO Catch-up |
| 14 February | Corporate Planning Meeting |
| 15 February | Victorian Wardrobe morning tea |
| 15 February | Family Day Briefing |
| 16 February | Family Day catch-up |
| 16 February | Meeting with Margaret Munro, new Tourism Waitaki GM |
| 18 February | Friendly Bay Family Day 2018 |
| 19 February | Mayor and CEO Catch-up |
| 19 February | Solid Waste Working Group meeting |
| 19 February | WDC Office Reconfiguration meeting |
| 19 February | Waihemo Community Board meeting |
| 20 February | LGNZ Better Economic Development Workshop, Tekapo |
| 21 February | Meeting with Waitaki Boys High School Year 13 design class |
| 21 February | Meeting with Jane Watson re Publication |
| 21 February | Guest Speaker at Rotary Meeting |
| 22 February | Palmerston Visioning Session |
| 23 February | Meeting with Heather McGregor |
| 23 February | A2O welcome to athletes, Opera House |
| 23 February | A2O Ultra Run Welcome Dinner |
| 24 February | North Otago A&P Show |
| 26 February | Mayor and CEO Catch-up |
| 26 February | Meeting re Harbour Street |
| 26 February | Visit to Challenge Farms |
| 26 February | Ahuriri Community Board Meeting |
| 27 February | LTP Workshop |
| 27 February | Guest Speaker at Oamaru Lions Club |
| 28 February | Meeting with Harcourts re Friendly Bay Family Day 2019 |
| 1 March | Canterbury Mayoral Forum working dinner |
| 2 March | Canterbury Mayoral Forum, Christchurch |
| 3 March | Omarama Visioning Session, Omarama |
| 3 March | Alps2Ocean Ultra race finish |
| 5 March | Mayor and CEO Catch-up |
| 5 March | Meeting with Peter McIlraith and Barney McCone, Whalan Lodge Trust |
| 5 March | Audit NZ Handover |
| 5 March | Meeting with Gordon Martin re Rotary |
| 5 March | Citizenship Ceremony |
| 5 March | Oamaru Creek Bridge Project meeting |
| 6 March | Council Meeting |
| 6 March | Council Workshop |
| 6 March | Business visits: Topflite, Heliventures and Oamaru Airport |
| 7 March | Site Visit, Macraes Roads |
| 7 March | Corporate Planning Meeting |
| 7 March | Meeting with Mark Mattingly re resource consent matter |
| 7 March | Meeting with Helen Brookes re history of North Otago electricity supplies |
| 8 March | Ministerial Meeting re Freedom Camping |
| 8 March | LGNZ Rural and Provincial Meeting |
| 8 March | LGNZ Stakeholder Function |
| 8 March | Meeting with Mike Jebson, CEO QEII Trust |

| | |
|----------|--|
| 9 March | Rural and Provincial meeting |
| 9 March | Meeting with Andrew Coleman. CEO of Heritage NZ |
| 9 March | Otematata Visioning Session |
| 12 March | Mayor and CEO Catch-up |
| 12 March | Draft Agenda Meeting |
| 12 March | Council Workshops |
| 12 March | Dinner and Workshop debrief |
| 13 March | Councillor and Executive Team Strategy Day, Omarama |
| 14 March | Landmarks discussion |
| 14 March | Meeting with Andrew Minturn, Qualtech International Limited |
| 14 March | LJ Hooker Community video interview |
| 15 March | Meeting with Warren Egen and Grant Finn (NZ Whiskey) |
| 15 March | Meeting with Mainland Poultry Limited |
| 15 March | Meeting with Ian Taylor, Animation Research Limited |
| 15 March | Meeting with Internal Affairs, Dunedin |
| 15 March | Meeting with Barbara Bridger, CE Otago Community Trust |
| 16 March | Meeting with Michael Forgie re Cultural Facilities Development |
| 16 March | Communications Portfolio Meeting re LTP Consultation Document |
| 16 March | Meeting with Ryan Fraser re Maheno Ship memorial for Maheno |
| 16 March | Official Lighting of the Craig Fountain |
| 19 March | Mayor and CEO Catch-up |
| 19 March | Draft Agenda Meeting |
| 19 March | NZTA/Waitaki District Council Liaison meeting |
| 19 March | Oamaru Steam and Rail meeting |
| 20 March | Finance, Audit and Risk and Standing Committees Meeting Day |
| 20 March | Council Business Visit – North Otago Irrigation Company |

(signed)

Mayor Gary Kircher

(b) Chief Executive's Report to 27 March 2018 Council Meeting

Recommendation

That Council receives and notes 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 February 2018.

1. Leadership

The first in a new series of 'All Staff' meetings was held on 16 February. It is intended that these meetings occur on a regular basis. The length of these meetings has been increased from 30 minutes to 1 hour in order that both internal and external guest speakers can have an opportunity to inform all staff of important topical matters. The opportunity will also be taken to introduce newly-arrived staff and international interns, and to celebrate the successes of staff.

2. Proposed Waitaki Whitestone UNESCO Global Geopark

It is becoming increasingly apparent that the above project has great potential to add a fascinating and unique addition to the tourist experience of the Waitaki district.

A project group has been established to further the collation of the necessary materials which are required to be provided in the Expression of Interest (EoI) which is due to be lodged with the New Zealand UNESCO Commission by 30 April 2018. A Project Group has been meeting weekly for the past few weeks, and is comprised of me, Mike Gray (Chair of Vanished World), Faye Ormandy (Vanished World), Margaret Munro (General Manager of Tourism Waitaki), Katrina Clark (Planner, Waitaki District Council), Suzanne Butler (GIS, Waitaki District Council), and Sonia Martinez (Digital Multimedia Specialist, Waitaki District Council).

Good progress is being made, with the inaugural meeting of the Waitaki Whitestone UNESCO Global Geopark Advisory Group scheduled for 29 March. At this meeting, the Project Group will report to the Advisory Group on the status and content of the draft Expression of Interest document.

The Advisory Group is comprised of the Mayor of Waitaki District Council, myself, Mike Gray, David Higgins (Ngāi Tahu), Dr Ewan Fordyce (Geology Department, University of Otago), Dr Katharina Ruckstuhl, (Associate Dean Māori – Division of Commerce, University of Otago), Professor Richard Walter (Department of Archaeology and Director, South Pacific Archaeological Research, University of Otago), Lauren Vosper (General Manager Public Relations & Major Events, International Media and Major Events Team, Tourism New Zealand), Margaret Munro (as above), James Glucksman (Chair, Waitaki Tourism Association), Chloe Searle (North Otago Museum, Waitaki District Council), Sally Jones (Regional Manager, Department of Conservation), and Dr Ian Griffin (Director, Otago Museum).

Council's interest in exploring accreditation as a UNESCO Global Geopark has been noted and viewed favourably by Andrew Coleman, the Chief Executive of Heritage New Zealand, who believes that pursuit of UNESCO Global Geopark status alongside UNESCO World Heritage Area status for Historic Oamaru is an exciting prospect.

3. **Business and Site Visits**

| | |
|-------------|---|
| 26 February | Challenge Farms |
| 6 March | Business Visits – Topflite, Heliventures and Oamaru Airport |
| 6 March | Otago Chamber of Commerce 'Business After 5', Oamaru |
| 13 March | Waitaki Valley Winegrowers Association – introduction to Councillors, Kurow |
| 20 March | North Otago Irrigation Company – site visit to irrigation areas. |

4. **Meetings Attended**

| | |
|-------------|--|
| 14 February | Meeting with Mike McElhinney, Tourism Waitaki |
| 15 February | A2O Joint Committee and Project team meeting |
| 16 February | Meeting with Margaret Munro, GM Tourism Waitaki |
| 19 February | Participation in Heritage, Environment & Regulatory management team workshop |
| 19 February | UNESCO Global Geopark Project Group Meeting |
| 19 February | Meeting with Stephen England-Hall, Chief Executive of Tourism New Zealand |
| 20 February | Mackenzie Tenure Review, Tekapo |
| 21 February | Mackenzie Basin ENGO Meeting, Christchurch |
| 22 February | Otago Regional Economic Development meeting |
| 23 February | Meeting with Alicia Mackay (Structured Conversations) |
| 23 February | Meeting with Ian Griffin, Director of Otago Museum |
| 23 February | Meeting with Lauren Vosper, General Manager Public Relations & Major Events, International Media and Major Events Team - Tourism New Zealand |
| 26 February | Oamaru Heritage Tourism and Seismic Resilience workshop |
| 26 February | Ahuriri Community Board Meeting |
| 27 February | Meeting with Glenn Campbell, Whitestone Contracting |
| 27 February | Council Long Term Plan Workshop |
| 1 March | UNESCO Global Geopark Project Group Meeting |
| 1 March | Meeting with Professor Richard Blaikie, Deputy Vice-Chancellor (Research and Enterprise), University of Otago |
| 1 March | Meeting with Dr Nick Taylor, Lincoln University |
| 1 March | Canterbury Mayoral Forum Working Dinner, Christchurch |
| 2 March | Canterbury Mayoral Forum, Christchurch |
| 5 March | Meeting with Cr Melanie Tavendale |
| 5 March | Meeting with Audit NZ |
| 7 March | UNESCO Global Geopark Project Group Meeting |
| 8-9 March | LGNZ Rural and Provincial Meeting, Wellington |
| 8 March | Meeting with Mike Jebson, Chief Executive, QEII Trust, Wellington |
| 9 March | Meeting with Andrew Coleman, Chief Executive of Heritage NZ |
| 12 March | Workshop on UNESCO World Heritage Area status for Historic Oamaru, and the proposed Waitaki Whitestone UNESCO Global Geopark |
| 12 March | Workshop on Cultural Facilities Development Project |
| 13 March | Executive Management Team and Elected Members' Retreat |
| 14 March | Meeting with Elizabeth Soal, Waitaki Irrigators Collective |

| | |
|----------|---|
| 14 March | Meeting with Andrew Minturn (Qualtech International Ltd) and Steven Finlay (LGNZ Equip) re Building Consent Authority |
| 15 March | Meeting with Margaret Munro, GM Tourism Waitaki |
| 15 March | Meeting with Michael Guthrie, Mainland Poultry Limited |
| 15 March | Meeting with Ian Taylor, Animation Research Limited, Dunedin |
| 15 March | Meeting with Barbara Bridger, Chief Executive of Otago Community Trust, Dunedin |
| 16 March | Oamaru Licensing Trust Meeting |
| 16 March | Meeting with Auditor re Draft Long Term Plan Consultation Document |
| 16 March | UNESCO Global Geopark Project Group Meeting |
| 19 March | Meeting with NZTA, Oamaru |
| 19 March | Meeting with Oamaru Steam and Rail |
| 19 March | AA District Council Meeting – roading update |
| 21 March | UNESCO Global Geopark Project Group Meeting |
| 22 March | Heritage North Otago General Meeting |
| 23 March | Meeting with KJ Jennings, Film Otago Southland |
| 23 March | Otago Landmarks Celebration |

(signed)
 Fergus Power
Chief Executive

(c) Health and Safety Update to Finance, Audit and Risk Committee Meeting, 20 March 2018

Health and Safety Summary Report (January – February 2018)

Please note that the trend graphs are not included due to the limited data from two months of activity

Health and Safety

The organisation's Health and Safety is currently being maintained by the Corporate Development Officer until a new Health and Safety Officer is appointed. It is hoped that a new person will be in that role by the end of April/early May.

For now, the Health and Safety aspects being focused on are SafeHold; SiteWise; and key Health and Safety Risk Exposures to staff, contractors, and the public. Wellbeing aspects such as flu jabs are being coordinated by the People and Culture team until a new Health and Safety Officer is appointed.

Significant trends

The total number of reported incidents increased significantly in January, due to the minor aquatics incidents now being reported through SafeHold. All incidents/hazards reported are actioned within 24 hours of receipt, and investigative action required is generally done within the tolerated response time. There are very few incidents that are accelerated due to non-response.

It should be noted that the Aquatic Centre staff required Police intervention on three occasions during January with episodes of aggressive behaviour to staff.

Contractors

There have been only two Contractor incidents reported through SafeHold in the January-February 2018 period. These were both SouthRoads associated incidents. Both incidents were reported appropriately and investigated thoroughly, with corrective measures introduced to eliminate a repeat of the incident.

Staff are working with the contractors who have signed up to the SiteWise contractor management programme, to follow up on their rating and help to identify where they can improve their score to reach Council's target contractor rating. With public works such as the Courthouse contract starting, there is a need to ensure that Council contractors meet the organisation's health and safety requirements.

Vistab was introduced at Council headquarters in January for contractors to use as an onsite sign-in tool. There has been general acceptance of this by contractors, as it is now a requirement of many workplaces.

Public Incidents

Through January/February, there were 17 public incidents reported. These incidents continue to be well investigated and all corrective measures recorded. Controls are implemented where identified.

Near-miss reporting

There has been only one near-miss reported so far in 2018. This is an area where individuals at best do not appreciate the importance of being aware of the "near misses", and it may require some attention.

Current Issues

Staff visiting farms are receiving requests to follow biosecurity measures to eliminate spread of Mycoplasma Bovis. Staff have been advised to adhere to strict biosecurity requirements when these are in place, by cleaning footwear and tyres with specific spray which Council has purchased for this purpose.

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 number of near-miss reports continues at a low level. There was one incident of Lost Time by staff in February following an onsite injury.