



# Waitaki

DISTRICT COUNCIL

TE KAUNIHERA Ā ROHE O WAITAKI

**I hereby give notice that the  
Harbour Area Committee Meeting**

**will be held on:**

**Date: Tuesday, 20 September 2022**  
**Time: 9.00am**  
**Location: Council Chamber, Third Floor**  
**Waitaki District Council Headquarters**  
**20 Thames Street, Oamaru**

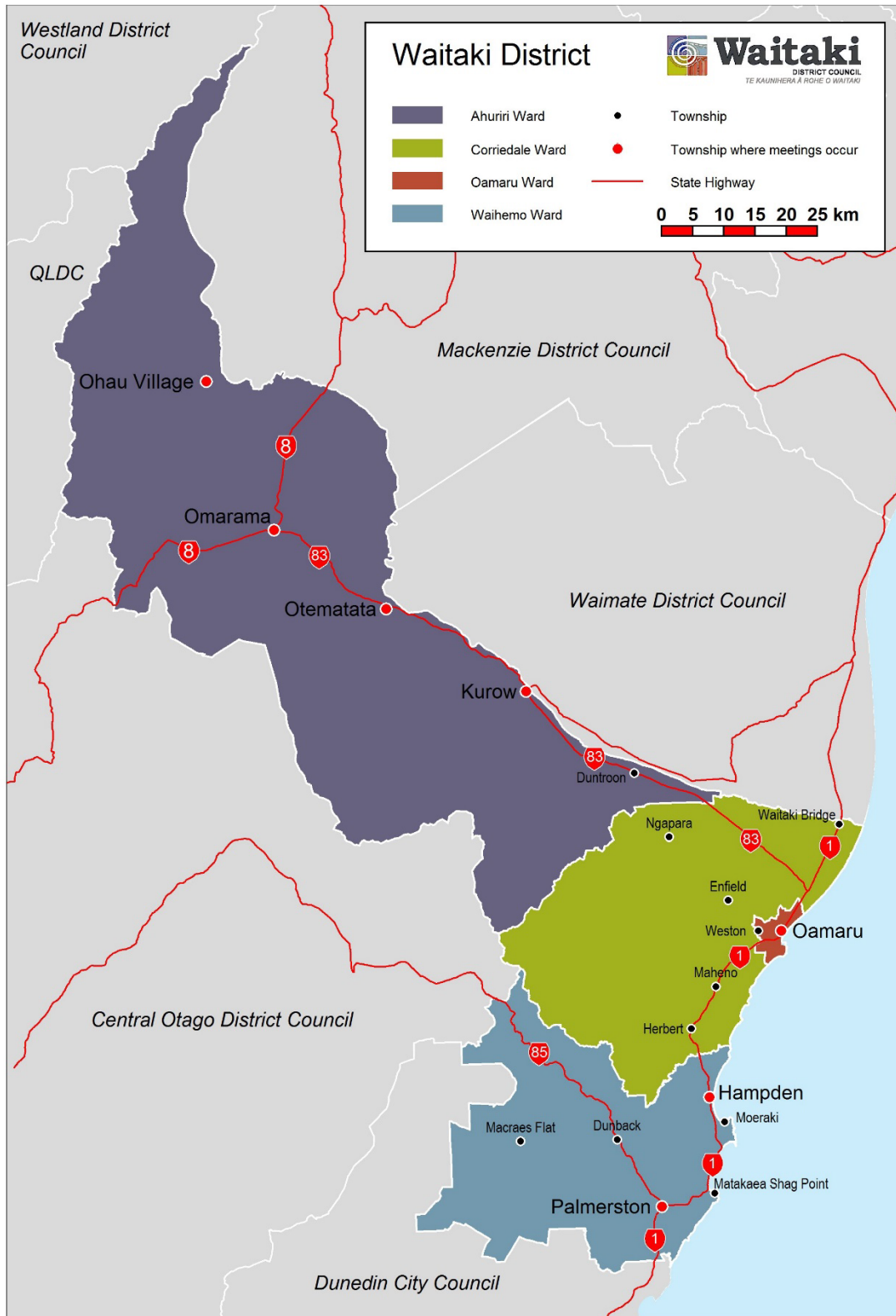
## Agenda

### Harbour Area Committee Meeting 20 September 2022

#### Harbour Area Committee Membership

Mayor Gary Kircher	Chair
Cr Jeremy Holding	Associate Chair (Cape Wanbrow)
Deputy Mayor Melanie Tavendale	Member
Cr Kelli Williams	Member
Cr Colin Wollstein	Member
Dr Philippa Agnew	Community Representative
Mr Graeme Clark	Community Representative
Mr George Kelcher	Community Representative
Mr Kevin Murdoch	Community Representative

**Alex Parmley**  
**Chief Executive**



STRATEGIC FRAMEWORK

# Waitaki

# THE BEST PLACE TO BE!

Waitaki - Whenua taurikura

## EMPOWERING OUR PEOPLE AND PLACE TO THRIVE

Whakapuāwai takata, Whakapuāwai whenua

**COMMUNITY OUTCOMES**



**STRATEGIC PRIORITIES**



Ensuring we get core business done while delivering on our strategic priorities and achieving our community outcomes



## Agenda Items

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- 1 APOLOGIES**
- 2 DECLARATIONS OF INTEREST**

**3 CONFIRMATION OF PREVIOUS MEETING MINUTES**

**3.1 PUBLIC MINUTES OF THE HARBOUR AREA COMMITTEE MEETING HELD ON 14 JUNE 2022**

**Author: Ainslee Hooper, Governance and Policy Advisor**

**Authoriser: Lisa Baillie, People and Transformation Group Manager**

**Attachments: 1. Public Minutes of the Harbour Area Committee Meeting held on 14 June 2022**

**RECOMMENDATION**

That the Harbour Area Committee confirms the Public Minutes of the Harbour Area Committee Meeting held on 14 June 2022, as circulated, as a true and correct record of that meeting.

**UNCONFIRMED MINUTES**  
**OF THE HARBOUR AREA COMMITTEE MEETING**  
**HELD IN THE COUNCIL CHAMBER, THIRD FLOOR,**  
**WAITAKI DISTRICT COUNCIL HEADQUARTERS, 20 THAMES STREET, OAMARU**  
**AND VIA ZOOM VIDEO-CONFERENCE**  
**ON TUESDAY, 14 JUNE 2022 AT 9.00AM**

**PRESENT:** Mayor Gary Kircher (Chair), Cr Jeremy Holding (Associate Chair), Deputy Mayor Melanie Tavendale, Cr Kelli Williams, Cr Colin Wollstein, Dr Philippa Agnew, Mr George Kelcher, and Mr Kevin Murdoch

**APOLOGY:** Mr Graeme Clark

**IN ATTENDANCE:** Paul Hope (Finance and Corporate Development Group Manager and Acting Assets Group Manager)  
Lisa Baillie (People and Culture Group Manager) (via Zoom)  
Ainslee Hooper (Governance and Policy Advisor)

**IN ATTENDANCE FOR SPECIFIC AGENDA ITEMS:**

Joshua Rendell (Assets Operations Manager)

**MEETING OPEN**

The Chair declared the meeting open at 9.00am and welcomed everyone present.

**1 APOLOGIES**

**RESOLVED HAC 2022/003**

Moved: Cr Jeremy Holding  
Seconded: Deputy Mayor Melanie Tavendale

That the apology received from Mr Graeme Clark be accepted.

**CARRIED**

**2 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**3 CONFIRMATION OF PREVIOUS MEETING MINUTES**

**3.1 PUBLIC MINUTES OF THE HARBOUR AREA COMMITTEE MEETING HELD ON 8 MARCH 2022**

**RESOLVED HAC 2022/004**

Moved: Deputy Mayor Melanie Tavendale  
Seconded: Cr Kelli Williams

That the Harbour Area Committee confirms the Public Minutes of the Harbour Area Committee Meeting held on 8 March 2022, as circulated, as a true and correct record of that meeting.

**CARRIED**

## 4 DECISION REPORTS

### 4.1 TURNING CIRCLE UPGRADE

The report, as circulated, sought the Committee's approval to commence the turning circle project and appoint two Harbour Area Committee members to act as 'Senior Users' for this project.

The main discussion items as are summarised below.

Key differences between Option A and Option B is that A has hard landscaping, and kerb and channel, and is a bit more expensive; Option B has only bollards. Option A is a more permanent option and has a better aesthetic. Both options would keep vehicles from the boat ramp.

One Committee member suggested that sandbags and concrete blocks be used to trial the arrangement first, as Council has done previously, rather than commit to major capital expenditure from the outset.

In response to a suggestion that the bollards could be a problem with loading boats on trailers, it was noted that the bollards were removable, and the Rowing Club would have access to remove them as and when required. One Committee member felt that removable bollards could be a source of added frustration as it was just one more thing to deal with. Another member noted that the need for removing bollards was just for boat access by hand and launching on the beach. Another comment was made that it was a long way to carry gear, and this was acknowledged by officers who also noted that the intent was to reduce the number of vehicles.

Only having two people viewing it as 'senior users' caused some discomfort to one Committee member, because they could bear the brunt of any negative feedback that would come if the arrangement did not look right or did not achieve what the public expected or wanted. It was noted in response that two senior users is what is indicated in the Oamaru Harbour Masterplan.

One suggestion was to do a trial and see how it worked and then work out how to move from the \$20k option to the \$90k option with more 'teasing out' of the details.

Another concern raised about the bollards included that they could be difficult to see at night and could cause an accident. Reflectors were suggested as an option to address this matter; and it was noted that there is not too much traffic in that area at night.

One member raised concerns about the removal of carparks in order to widen the road slightly, because they felt that the intention was to make it safer and keep big vehicles away from the playground and that this solution was supposed to fix that problem. Another responded that that was a secondary issue; the turning circle had been moved away from the playground to address safety concerns and provide better separation from children using that and the road users. A third member suggested that the Committee should shelve the whole thing if the turning circle were not improved to the point that vehicles could get round it in one go.

Asked for comment, Assets Operations Manager Joshua Rendell advised that the radius of the turning circle would be slightly increased by what is being proposed. However, that will be constrained by the footpath; to widen it further would impinge on the footpath. The turning circle had been moved to now be proposed for one of the wider points of the road. An option was put forward to move it slightly south, so that the entranceway to the caravan park could be utilised to assist with the turn. Mr Rendell advised that that was private property; there was already large vehicles moving in and out of there (vehicles towing caravans, for example); removal of some trees would be required, as would discussions with the caravan park owners. Speaking against the option to move the turning circle further south, a member noted that that would require the garden plot to be removed and would mean that pedestrians would also be involved which could make it less safe.

The Chair acknowledged that most of the discussion seemed to be opposed to what was proposed, and yet it is part of the Harbour masterplan. He called for an alternative motion.



It was suggested that a trial be done and if an ordinary car could turn in the circle, then that would be okay. This was supported by some other members, one of whom acknowledged that there could be push-back on the loss of 10 carparks because that had not been discussed with dinghy owners.

A different motion was then developed and put to the meeting. A record of it is provided below.

**RESOLVED HAC 2022/005**

Moved: Mr George Kelcher

Seconded: Deputy Mayor Melanie Tavendale

That the Harbour Area Committee:

1. Approves the implementation of a trial turning circle in the range of an average Toyota utility vehicle;
2. Considers feedback from the public on the trial turning circle; and
3. Requests officers to come back to the Committee for final approval for the project to go ahead.

**CARRIED**

**5 MEMORANDUM REPORTS**

**5.1 HARBOUR AREA PROJECTS UPDATE**

The report, as circulated, updated the Harbour Area Committee on the progress of projects in the Harbour area.

Discussion focused on the footpaths, and whether or not it was feasible to extend the footpath into the neighbouring property and leave the plantings as they are. It was noted that there was something else situated in that corner. It was suggested, and then agreed, that the two Councillors assigned to this project (Cr Williams and Cr Wollstein) would consider the option and make a decision.

**RESOLVED HAC 2022/006**

Moved: Mr Kevin Murdoch

Seconded: Cr Kelli Williams

That the Harbour Area Committee receives and notes the information.

**CARRIED**

Two requests were made for some repair work to be done – to get some temporary repairs / strengthening done to the red shed chimneys before they are renovated to keep them from falling down; and to add some grave to the Penguin Colony carpark area to improve access to it. Mr Rendell said he would take those as action points to see what could be done.

**ACTION: Assets Operations Manager**

**5 MEETING CLOSE**

There being no further business, the Chair declared the meeting closed at 9.41am.

TO BE CONFIRMED at the Harbour Area Committee Meeting to be held on Tuesday, 20 September 2022.

(The Harbour Area Committee Meeting originally scheduled to be held on 16 August 2022 was cancelled.)

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CHAIRPERSON

UNCONFIRMED

## 4 MEMORANDUM REPORTS

### 4.1 HARBOUR AREA PROJECTS UPDATE

**Author:** Joshua Rendell, Assets Operations Manager

**Authoriser:** Paul Hope, Acting Assets Group Manager

**Attachments:** 1. Ōamaru Blue Penguin Colony Car Park Layout

#### RECOMMENDATION

That the Harbour Area Committee receives and notes the information.

#### PURPOSE

The purpose of this report is to update the Harbour Area Committee on the progress of projects in the Harbour area.

#### INITIATED PROJECTS

Four tranche one projects are currently active and have been initiated so far. These include:

- BW9 – Public Access to the Breakwater and Sandy Bay Beach
- HW26 – Renovation of Holmes Wharf
- SH15 – Slipway Improvement
- MP33 – Footpath Connections.

##### BW9 – Public Access to the Breakwater and Sandy Bay Beach

This project has not progressed since the last update to the Harbour Area Committee. It will re-commence when resource becomes available to do so.

Public access to the breakwater is still currently limited. There have been reports of members of the public continuing to access the breakwater bypassing security fencing, but security has not been called in those instances.

Officers have sufficient information to look at the issues and options available for public access to the Breakwater and Sandy Bay Beach. A decision report will be included in the final agenda papers to a future Harbour Area Committee Meeting and then a subsequent Council Meeting.

##### SH15 – Slipway Improvement

Officers have received the structural report completed for the slipway.

An issues and options report will be tabled to a future Harbour Area Committee Meeting and then a subsequent Council Meeting so that decisions can be made on the options available for the slipway. The draft of this report has been circulated to the Harbour Area Committee appointee for the project, Community Member Kevin Murdoch, who has provided some further commentary that needs to be integrated into the report before it can be tabled.

##### MP33 – Footpath Connections

The first of two footpaths associated with this project is complete, with a footpath being constructed on the Southern side of the road between Scott's Brewery and the Galley, connecting two footpaths that were previously dead-ended.

Ōamaru Steam and Rail has not yet received the material required for the company to make a permanent pedestrian crossing for this footpath, so a temporary timber crossing has been installed. The footpath construction has been completed in such a way as to allow this maintenance to be undertaken, without the need to re-patch footpaths afterwards.

Officers are currently working with Whitestone Contracting Limited to finalise a construction date for the Waterfront Road footpath construction.

#### HW26 – Renovation of Holmes Wharf

Banks's Building Services Limited commenced the deck replacement contract on 4 April 2022. Work is progressing well, with 58% of the decking installed as at 31 August 2022.

There is minimal salvageable timber being removed from the wharf due to extensive rot evident to most boards. Sub-structure timber investigations are occurring whilst decking timber is removed, which have not revealed any unexpected surprises to date.

The project is on budget and is scheduled to be completed in January 2023.





Figure 1 & 2 - Renovation of Holmes Wharf

### Turning Circle Upgrade

Following the previous report to the Harbour Area Committee requesting that this project be initiated, members of the Rowing Club have contacted members of the Committee and requested that this work not be undertaken. As such, this project has been placed on hold.

### **PROJECTS YET TO BE INITIATED**

Three projects identified in tranche one of the Harbour Delivery Plan are financed but have not yet been initiated. They are:

- SH13 – Road Realignment

The services of a designer have been engaged to undertake preliminary designs and estimates of two options. These preliminary designs and estimates will be presented to the Harbour Area Committee at a future meeting to enable a decision on how this project should progress.

- MP29 – Formalising the Parking in the Marketplace Zone
- MP30 – Market Place Zone West – Structure, Power, Water, Shade Sails, Power Poles, and Storage Container.

These projects will be initiated as soon as resourcing becomes available.

Each of these projects will require an issues and options report which will be presented to a future Harbour Area Committee Meeting and then a subsequent Council Meeting for approval before physical works commence.

### **PROJECTS ADVANCED FROM TRANCHE 2**

#### SH14 – Ōamaru Blue Penguin Colony Carpark: Carpark Sealing and Marking

Council successfully applied to the Tourism Infrastructure Fund for \$100,000 to complete the carpark formalisation, sealing and marking that has been programmed in the LTP for 2024/25. This work is being prioritised to take advantage of the funding which has a limited period of availability.

Planning work is currently in progress to obtain an archaeological authority, detailed car park and drainage design, and Otago Regional Council certificate of compliance for stormwater discharge. The concept layout for the carpark is attached (Attachment 1). The project budget will be finalised once the detailed car park and drainage design is completed.

### **COMPLETED PROJECTS**

- BW7 – Completion of Rock Armouring
- Holmes Wharf Observation Deck

### **RELATED ACTIVITIES**

#### Ōamaru Breakwater Survey

An aerial survey of the breakwater, harbour and clay cliffs will be undertaken in late September. The last survey was undertaken in September 2021. Comparison of these two surveys will provide important data for future operations, particularly regarding loss of rock at the breakwater and around the foreshore of the harbour.

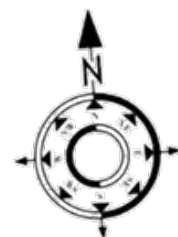
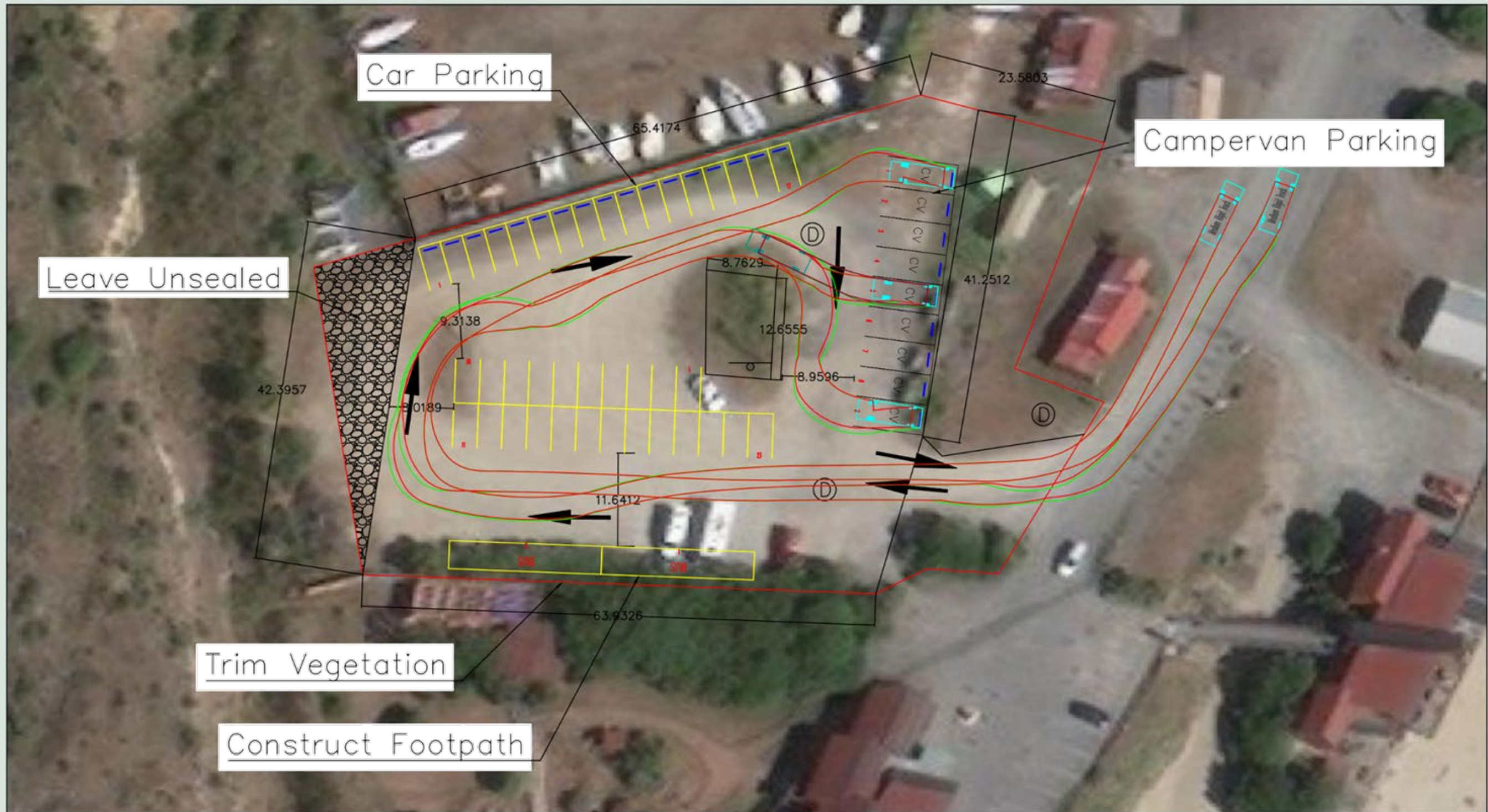
#### Rock Revetment

Works are scheduled to place 450 tonnes of Basalt on the foreshore west of Sumpter Wharf in October 2022. The location of the planned rock revetment is detailed in the image below.

This work is being undertaken under Council's 30-year resource consent issued by the Otago Regional Council.



*Figure 3 - Area west of Sumpter Wharf where rock revetment will be undertaken in October.*



TIF OBPC CARPARK

Scale



REVISIONS

NO.	BY	DATE	DESCRIPTION

Contact: Mathew Scott  
Phone: \_\_\_\_\_

For Review





## **4.2 HARBOUR AREA COMMITTEE POST-ELECTIONS**

**Author:** Ainslee Hooper, Governance and Policy Advisor

**Authoriser:** Lisa Baillie, People and Transformation Group Manager

### **RECOMMENDATION**

That Harbour Area Committee members discuss their views on the membership of the Harbour Area Committee post-Elections, for consideration by the incoming Mayor and new Council.

### **PURPOSE AND SUMMARY**

At the commencement of each triennium, it is the responsibility of the incoming Mayor to recommend a new committee structure for the new Council. This agenda item has been created at the request of the current Mayor to provide an opportunity for existing Harbour Area Committee members, and other elected members in attendance at the meeting, to share their views on, for example, the Harbour Area Committee's membership, structure, and meeting frequency options for the new triennium. That feedback will then be available for consideration by the incoming Mayor and new Council as part of the new triennium committee structure review that will occur after the Local Elections on 8 October 2022.

### **BACKGROUND**

The extract from the Delegations Master Register adopted by Council on 18 March 2020, as it relates to the Harbour Area Committee, is provided on the following page. It contains information about the membership, structure, key responsibilities and powers as approved by Council.

A copy of the Oamaru Harbour Plan: 2020 and Beyond has been circulated to Committee members separately, for reference as required.

Members of the public can access and download that plan via the link below (note that there is the Masterplan document and then 14 separate appendices to it on this page):

<https://www.waitaki.govt.nz/Council/Council-Property/Oamaru-Harbour/Oamaru-Harbour-Plan>

From 9 August, meetings of two other committees (the Assets Committee and the Community, Culture and Regulatory Committee) have been cancelled as part of a trial of new governance processes that will continue through to the Elections. The Harbour Area Committee, along with the Performance, Audit and Risk Committee and the Executive Committee, were excluded from that trial and have continued to meet as required in accordance with previously agreed meeting schedules (approximately every six weeks). The outcomes of the trial of the new governance processes are also expected to be reviewed by the incoming Council after the 2022 Local Elections.

*Extract from the Waitaki District Council Delegations Master Register 2020  
for the Harbour Area Committee:*

**3.04.06 Harbour Area Committee**

REPORTING TO: Council

CONSTITUTION: Five members appointed by Council and the Mayor plus community representatives appointed by Council.

MEMBERS: Mayor Gary Kircher (Chair), Cr Jeremy Holding (Associate Chair – Cape Wanbrow), Cr Kelli Williams, Deputy Mayor Melanie Tavendale and Cr Colin Wollstein plus external appointments Dr Philippa Agnew, Mr Graeme Clark, Mr George Kelcher, and Mr Kevin Murdoch.

QUORUM: Five members

MEETING FREQUENCY: Six weekly or as required.

**OBJECTIVE:**

- 1 To review and implement the Harbour Masterplan ensuring balance between Conservation, Restoration and Development.
- 2 To approve asset management plans within Council budgets for Harbour assets.
- 3 To oversee property activities in the Harbourside area.

**SCOPE OF ACTIVITY:**

- All matters pertaining to the Harbour Masterplan other than District Plan aspects and day-to-day asset management and operation of Council services in the Harbourside area.
- The Harbourside area is defined in the map below.
- Other matters in scope within the Harbour Area include:
  - Parks and Reserves
  - New leases and lease renewals where there is no right of renewal
  - Infrastructure Assets (ie Roading and Three Waters)
  - Harbour, Breakwater and Dredging
  - Slipways, Boat-ramps and Moorings
  - Wharves
  - Heritage in the Harbour area
  - Whitestone Civic Trust
  - Oamaru Blue Penguin Colony and Natural Heritage

**POWER TO ACT:**

Within its scope of activity, and noting the convention in clause 3.03 of this Register, the Committee shall have Power to Act:

- a) To approve Harbour Area Committee meeting minutes.
- b) To approve consultation documents on matters pertaining to the implementation of the Harbour Masterplan, Harbour asset management and Harbour operations.
- c) To apply approved budgets for the implementation of the Harbour Masterplan where they involve agreed strategic priorities.
- d) Develop new projects for the Council's consideration.
- e) To communicate publicly on implementation matters relating to the Harbour.

**POWER TO RECOMMEND:**

- a) To advise and make recommendations to Council on matters in connection with the implementation of the Harbour Masterplan, Harbour asset management and Harbour operation.
- b) Sale of Council land and property as per relevant property policy
- c) Purchase of real property as per relevant property policy
- d) Enter in leases as per relevant property policy
- e) To recommend improvements and projects included in the Harbour area of Influence

**5 MEETING CLOSE**