



Waitaki District Council

Local Governance Statement 2019

(revised and adopted 11 May 2021)



Waitaki

DISTRICT COUNCIL
TE KAUNIHERA Ā ROHE O WAITAKI

The Local Governance Statement sets out how the Council engages with the community, how it makes decisions, and how the community can influence decisions.

The Statement tells people how they can be part of democracy and get involved with local issues.

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Local Governance Statement

The Local Government Act 2002 says we must tell you the way we do various things. That is what this Statement does.

The purpose of the Waitaki District Council is to enable democratic local decision-making and action by, and on behalf of, communities and to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future.

The following Community outcomes were agreed by Council on 26 June 2018 as part of the 2018-28 Long Term Plan. They were endorsed without amendment by the incoming Council after the October 2019 Local Elections.

We keep our district affordable

We try to keep our district as affordable as possible. We want every dollar from rates to provide the best possible services and best value for money and we are constantly working to improve how we can deliver those services in an affordable way. We face a number of challenges in keeping our services affordable. For instance, we continuously have to balance diverse (and sometimes competing) community needs and wants. Our district is a large geographical area with a small population so maintaining our assets, particularly roads, has to be met by a small group of ratepayers. We also have to respond to changes made by central government, many of which affect our rates and levels of service.

We enable opportunities for new and existing businesses

We have experienced good business growth over the last few years associated with Council support and/or facilitation for the Observatory Retirement Village, Kurow Duntroon Irrigation Company, Omarama Airfield, Alps2Ocean improvements, New Zealand Airline Academy, Dawn Aerospace, and our bid for UNESCO Global Geopark accreditation for the Waitaki Whitestone Global Geopark, as well as development contribution arrangements with subdivisions. All of these have meant a more diversified economy, and more jobs and businesses for our district.

Council has also enabled the injection of capital from the Provincial Growth Fund into a number of local engineering firms, and has worked to facilitate collaboration between the businesses in our major industry sectors.

We provide and enable services and facilities so people want to move and stay here

Growing our district and creating a place where people want to live means providing the right services at the right time and at the right cost. Council provides many things including roads, footpaths, drinking water, libraries and swimming pools. Getting the mix of services right, whether it is clean water, cultural attractions or sports fields, is important so everyone has the opportunity to play an active role in the community.

We understand the diverse needs of our community

The needs of our community are many and diverse. We want to make sure we understand these so we can deliver our services more effectively. We need to think about the best ways to provide services and infrastructure for the future. Consequently, we plan for changes in demographics (eg our ageing population) and an increasingly diverse community. It is essential that we balance community needs now and into the future.

Waitaki's distinctive environment is valued and protected

Our environment, both natural and built, has some special features that we believe are worth protecting. We need to assess our buildings for earthquake risk. We also need to balance growth and development with the needs of the environment. It's important we get the mix right.

We maintain the safest community we can

We live in a safe community, but we want to reduce crime and the fear of crime through projects such as CCTV and Community Patrols. We also need to ensure health standards are high for businesses such as restaurants and bars, manage dog control problems and have a suitable emergency management centre.

To do its job, the Waitaki District Council has powers and responsibilities given to it by numerous public acts of parliament (eg Local Government Act 2002, Resource Management Act 1991) and the following local statutes:

- Oamaru Town Management Ordinance 1872
- Oamaru Town Hall, Gasworks Sites and Recreation Reserves Act 1875.

Electoral System

Every three years, Council must review the electoral system.

The review of the electoral system is a choice between first-past-the-post (FPP) voting and single transferable vote (STV) voting. On 30 April 2019, Council resolved to retain FPP voting for the 2019 elections. Electionz was notified of the Council decision on 6 May 2019, and it was publicly notified on 11 July 2019. Details about the process for determining which electoral system Council will follow can be found in the Local Electoral Act 2001.

Representation Arrangements

Every three to six years, Council must review its representation and that of its Community Boards. The review of representation involves decisions about the number of councillors to be elected, how many wards (if any) are needed to reflect community interest, and – if wards are favoured – how many members should be elected from each ward. Council conducted a Representation Review in 2018.

On 30 October 2018, Council resolved its Final Proposal for the Representation Review, which included the retention of the four wards as follows:

- Ahuriri 1 Councillor
- Corriedale 2 Councillors
- Oamaru 6 Councillors
- Waihemo 1 Councillor.

In accordance with section 19V (2) of the Local Electoral Act 2001, the population that each Councillor represents must be within the population range of 2,219 plus or minus 10% (1,997 – 2,441). As one of Waitaki's proposed Wards (Ahuriri) was non-compliant with the fair representation requirements (ie the + / - 10% rule), it was a statutory requirement that Council's Final Proposal for the Representation Review of 2018 be treated as an appeal under section 19V (5) of the Local Electoral Act 2001 and it was referred to the Local Government Commission following the appeal/objection period for determination. On 8 April 2019, the Local Government Commission upheld the Council's decision not to comply with the section 19(V) (2) +/- 10% fair representation requirement in respect of the Ahuriri Ward, and Waitaki was able to create a new expanded Ahuriri Ward by transferring an area from the Corriedale Ward to the Ahuriri Ward, aligning the boundary between them with the regional council boundary. These changes to the Ward boundaries between Corriedale and Ahuriri Wards came into effect for the Local Elections held on 12 October 2019.

Council has not previously exercised the option of establishing a Maori Ward. It has not discussed establishing a Maori Ward or Maori constituency at a Council Meeting since the Local Electoral (Maori Wards and Maori Constituencies) Amendment Act 2021 came into effect on 2 March 2021.

The Waitaki district includes two Community Boards: Ahuriri (north-western ward) and Waihemo (southern ward). The role of the Boards is to:

- Represent and act as advocates for the interests of their community.
- Consider and report on any matter referred to it by Council and any issues of interest or concern to the Community Boards.
- Make an annual submission to Council on expenditure in the community.
- Maintain an overview of services provided by Council within the community.
- Communicate with community organisations and special interest groups in the community.
- Undertake any other responsibilities delegated by Council.
- Ensure each Community Board has a Chairperson and five other members. Five members are elected triennially by electors in the community, and Council appoints one member from its ranks. The Board elects its own chairperson at its first meeting after the triennial election.

Section 24 and Schedule 3 of the Local Government Act contains provisions for reorganisation proposals, including boundary changes.

Members' Roles and Conduct

The Mayor and Councillors of Waitaki District Council have the following roles:

- Setting the policy direction of Council.
- Monitoring the performance of Council.
- Representing the interests of the district. On election, all members must make a declaration that they will perform their duties faithfully and impartially, and according to their best skill and judgment in the best interests of the district.
- Employ the Chief Executive. Under the Local Government Act, the local authority employs the Chief Executive, who in turn employs all other Council staff on its behalf.

The Mayor is elected by the district as a whole and as one of the elected members shares the same responsibilities as other members of Council. In addition, the Mayor has the following roles:

- To provide civic leadership for the district; and
- Provide leadership to councillors and the people of the district; and
- Lead development of the Council's plans (including the Long Term Plan and Annual Plans), policies and budgets for consideration by councillors
- Presiding member at Council meetings. The Mayor is responsible for ensuring the orderly conduct of business during meetings (as determined in Standing Orders).
- Advocate on behalf of the community. This role may involve promoting the community and representing its interests. Such advocacy will be most effective where it is carried out with the knowledge and support of Council.
- Ceremonial head of Council.
- Appoint the Deputy Mayor should they choose to.
- Establish committees of Council and appoint the chairperson of each committee.

The Chief Executive is appointed by Council in accordance with section 42 and clauses 33 and 34 of Schedule 7 of the Local Government Act 2002. The Chief Executive implements and manages Council's policies and objectives within the budgetary constraints established by Council. Under section 42 of the Local Government Act 2002, the responsibilities of the Chief Executive are:

- Implementing the decisions of Council.
- Providing advice to Council and Community Boards.
- Ensuring that all responsibilities, duties and powers delegated to the Chief Executive or to any person employed by the Chief Executive, or imposed or conferred by any Act, regulation or bylaw are properly performed or exercised.
- Managing the activities of Council effectively and efficiently.
- Maintaining systems to enable effective planning and accurate reporting of the financial and service performance of Council.
- Providing leadership for the staff of Council.
- Employing, on behalf of Council, the staff of Council in accordance with any remuneration and employment policy.
- Negotiating the terms of employment of the staff of Council in accordance with any remuneration and employment policy.

Elected members have specific obligations as to their conduct in the following legislation:

- Schedule 7 of the Local Government Act 2002 includes obligations to act as a good employer in respect of the Chief Executive and to abide by the current Code of Conduct and Standing Orders.
- Local Authorities (Members' Interests) Act 1968 which regulates the conduct of elected members in situations where there is, or could be, a conflict of interest between their duties as an elected member and their financial interests (either direct or indirect).
- Secret Commissions Act 1910, which prohibits elected members from accepting gifts or rewards which could be seen to sway them to perform their duties in a particular way.
- Crimes Act 1961 regarding the acceptance of gifts for acting in a certain way and the use of official information for private profit.

All elected members are required to adhere to a Code of Conduct. Adopting such a Code is a requirement of the Local Government Act 2002. Once adopted, such a Code may only be amended by a 75% or more vote of Council. The Code acts as a backstop and sets out Council's understanding and expectations of how the Mayor and Councillors will relate to one another, to staff, to media and to the general public in the course of their duties. It also covers disclosure of information that is received by, or is in the possession of, elected members, and contains details of the sanctions that Council may impose if an elected member breaches the Code of Conduct.

Since the October 2019 elections, Council has adopted a new Code of Conduct and subsequently adopted updated versions of it on 18 February 2020 and again on 30 March 2021. The current version is available on Council's website or may be obtained from Council offices.

Governance Structure

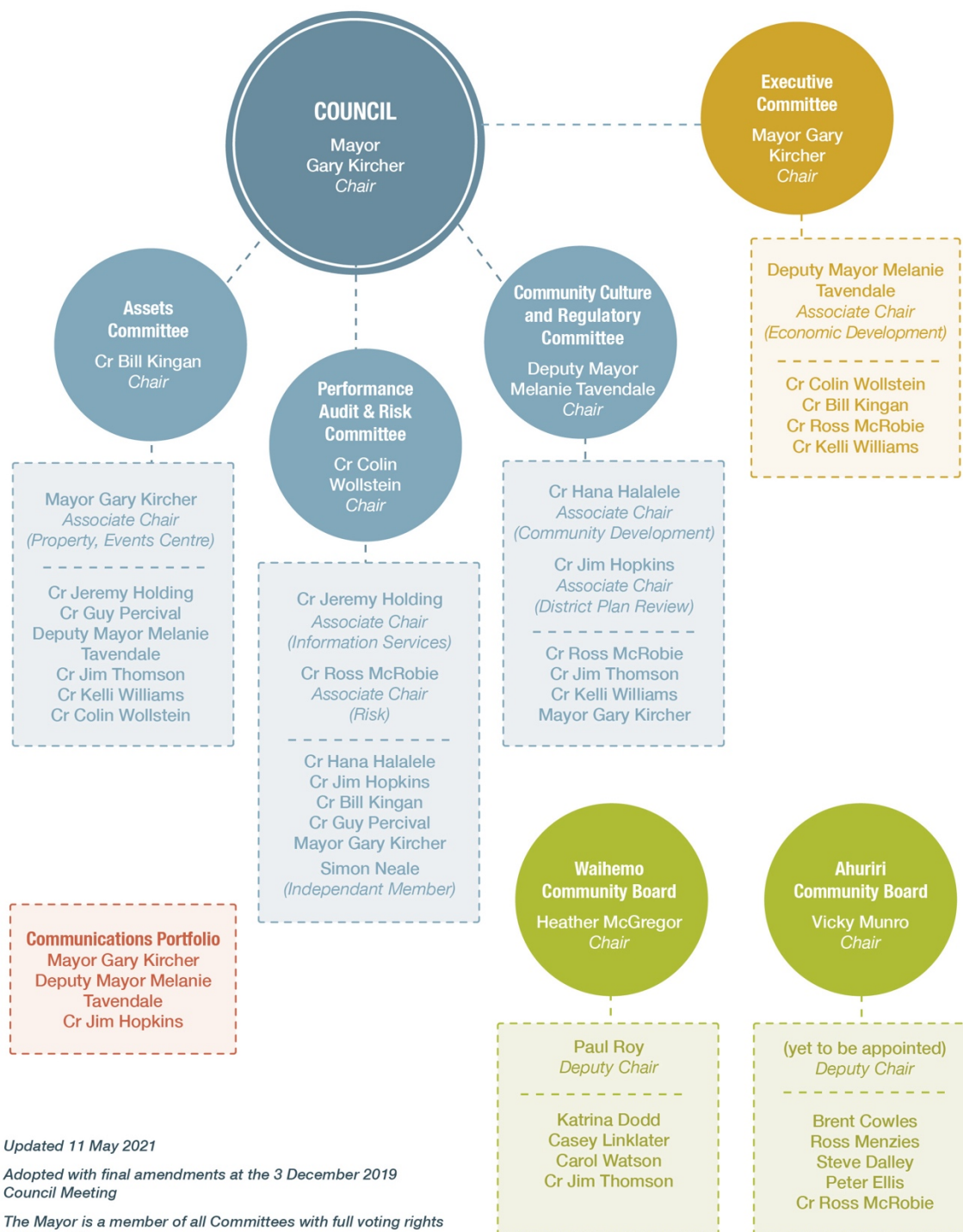
Council reviews its committee structures after each triennial election. At the first review in October 2019, Council established three main standing committees, an Executive Committee and five other committees. Two Community Boards, a communications portfolio, and a number of External and Joint Committee appointments (including to Trusts) are also part of the governance structure.

Council has reviewed and updated its governance structure on two separate occasions since October 2019. The current governance structure was adopted at the Extraordinary Meeting of the Waitaki District Council held on 27 April 2021 following the inauguration of the new Councillor the Waihemo Ward.

The governance structure, membership and appointments are set out in the diagrams on the next two pages.

The Mayor is a member of all Council Committees with full voting rights.

STRUCTURE OF COUNCIL, COMMUNITY BOARDS, COMMITTEES AND SUB-COMMITTEES



Council may, from time to time, establish ad hoc committees to consider a particular issue or issues.

Council has established a number of further committees (other than the three main standing committees stated above). The additional committees below report directly to Council, apart from the Hearings Committee which is a Quasi-Judicial Committee.

Development Contributions Committee Cr Guy Percival <i>Chair</i>	Grants and Awards Committee Cr Jeremy Holding <i>Chair</i>	Harbour Area Committee Mayor Gary Kircher <i>Chair</i>	Hearings Committee Cr Jim Hopkins <i>Chair</i>	District Licensing Committee Cr Jim Hopkins <i>Chair</i>
Cr Kelli Williams <i>Associate Chair</i> Cr Jim Thomson <i>Associate Chair</i>	Cr Hana Halalele <i>Associate Chair</i> (Creative Communities, Sport Travel)	Cr Jeremy Holding <i>Associate Chair</i> (Cape Wanbrow)	Deputy Mayor Melanie Tavendale <i>Associate Chair</i>	Cr Kelli Williams <i>Associate Chair</i>
Cr Bill Kingan Cr Colin Wollstein	All Councillors Community Board Chairs (rostered to each funding round annually)	Deputy Mayor Melanie Tavendale Cr Kelli Williams Cr Colin Wollstein <i>Community Representatives:</i> Mr Graeme Clark Dr Philippa Agnew Mr Kevin Murdoch Mr George Kelcher	Cr Ross McRobie	

External and Joint Committee Appointments

Waitaki District Youth Council Cr Hana Halalele; Deputy Mayor Melanie Tavendale	Lower Waitaki South Coastal Zone Committee Cr Jim Hopkins	Upper Waitaki Zone Committee Cr Ross McRobie	Alps 2 Ocean Joint Committee Cr Colin Wollstein	Observatory Retirement Village Trust Mayor Gary Kircher
Waitaki Housing Taskforce Deputy Mayor Melanie Tavendale	Otago Regional Land Transport Committee Cr Guy Percival	Oamaru Whitestone Civic Trust No elected member appointment	Donald and Nellye Malcolm Trust Mayor Gary Kircher, Cr Jeremy Holding	Emergency Management (legislated) Mayor Gary Kircher
Otago Mayoral Forum (legislated) Mayor Gary Kircher	Canterbury Mayoral Forum (legislated) Mayor Gary Kircher	Macraes Development Community Trust Cr Jim Thomson	Waitaki Community Recreation Centre Trust Cr Jeremy Holding	Waitaki Whitestone Geopark Trust Cr Ross McRobie
Appointments to Community Boards Cr Jim Thomson - Waihemo Cr Ross McRobie - Ahuriri				

Council Organisations and Council Controlled Organisations

Council appoints trustees and directors to a number of companies and trusts. When Council appoints less than half of the members of a governing board, the organisation is called a Council Organisation (CO). When Council appoints 50% or more of trustees or directors, the organisation is called a Council Controlled Organisation (CCO).

Council Organisations include Oamaru Whitestone Civic Trust, Waitaki Community Recreation Centre Trust and Waitaki District Community House Trust.

Council Controlled Organisations include Whitestone Contracting Limited, Tourism Waitaki Limited, Waitaki District Health Services Limited and Omarama Airfield Limited.

Council has adopted policies and processes for appointing people to COs and CCOs that is designed to recognise the skills and attributes provided by appointees and the need to be publicly accountable.

Meeting Processes

The legal requirements for Council meetings are set down in the Local Government Act 2002 and the Local Government Official Information and Meetings Act 1987 (LGOIMA).

All Council and committee meetings must be open to the public unless there is reason to consider some items 'in committee' (these are referred to as 'public excluded items'). Although meetings are open to the public, members of the public do not have speaking rights unless prior arrangements are made with Council. LGOIMA contains a list of the circumstances where Councils may consider items with the public excluded. These circumstances generally relate to protection of personal privacy, professionally privileged or commercially sensitive information, and the maintenance of public health, safety and order. Council's agenda is a public document, although parts may be withheld if the above circumstances apply.

The Mayor or Committee Chairperson is responsible for maintaining order at meetings and may, at his or her discretion, order removal of any member of the public for disorderly conduct, or remove any member of Council who does not comply with Standing Orders.

Minutes of meetings must be kept as evidence of the proceedings of the meeting. These must be made publicly available, subject to the provisions of the LGOIMA.

For an ordinary meeting of Council, at least 14 days' notice of the time and place of the meeting must be given. Extraordinary meetings generally can be called on three working days' notice.

During meetings, the Mayor and Councillors must follow Standing Orders (a set of procedures for conducting meetings). Council approved a new set of Standing Orders following the 2019 elections and they are available on Council's website. Council may suspend Standing Orders by a vote of 75% of the members present. A copy of the Standing Orders and the Code of Conduct can be obtained from Council offices.

Consultation

The Local Government Act 2002 sets out certain consultation principles and policy procedures that local authorities must follow when making decisions. The principles for consultation are found in section 82 of the Local Government Act 2002. Council has a Significance and Engagement Policy, as required by Section 5. This provides guidance to Council on how it might consult with the community.

The Special Consultative Procedure is used for major decisions or departures from plans or policies such as the Long Term Plan.

Council can and does consult outside of the Special Consultative Procedure. When it is adopting its Long Term Plan, Annual Plan or District Plan, Council may hold formal meetings with community groups and other interested parties. At these meetings, Council may seek views on matters that Council considers to be important and identify issues of concern to the community.

Council acknowledges Maori as people with whom it has a special relationship. Council is committed to giving effect to the principles and intent of the Treaty of Waitangi, and to engaging in genuine and appropriate consultation with Maori.

Council has protocols to make sure Tangata Whenua are consulted about decisions made under the Resource Management Act 1991 and the Local Government Act 2002. It has adopted a Memorandum of Understanding with Te Runanga o Moeraki to guide the ongoing relationship between Council and the Runanga. Council also has a relationship with the Waitahi Taiwhenua O Waitaki Trust Board.

Council continues to focus on its wider role, including:

- Encouraging Maori contribution to decision-making processes in all Council activities, not simply decisions under the Resource Management Act.
- Referring to Maori rather than to Tangata Whenua, thus including Mana Whenua and Taura Here.
- Not only enabling contribution to decision-making but also fostering Maori capacity to contribute.

Council reports back annually against the Memorandum of Understanding through its Annual Report.

Management Structure

The Local Government Act 2002 requires Council to employ a Chief Executive whose responsibilities are to employ all other staff on behalf of Council in accordance with any remuneration and employment policy, to implement Council decisions, and to provide objective advice and analysis to Council. Under the Local Government Act 2002, the Chief Executive is the only person who may lawfully give instructions to a staff member. Any complaint about individual staff members should therefore be directed to the Chief Executive, rather than the Mayor or Councillors.

Following a review of the organisational structure in late 2017, the following management structure was developed to deliver Council's activities.

Executive Leadership Team

This consists of the Chief Executive, and five Group Managers. The organisational diagram for this executive leadership structure is referred to as "The Office of the Chief Executive", and a copy is included on the next page.

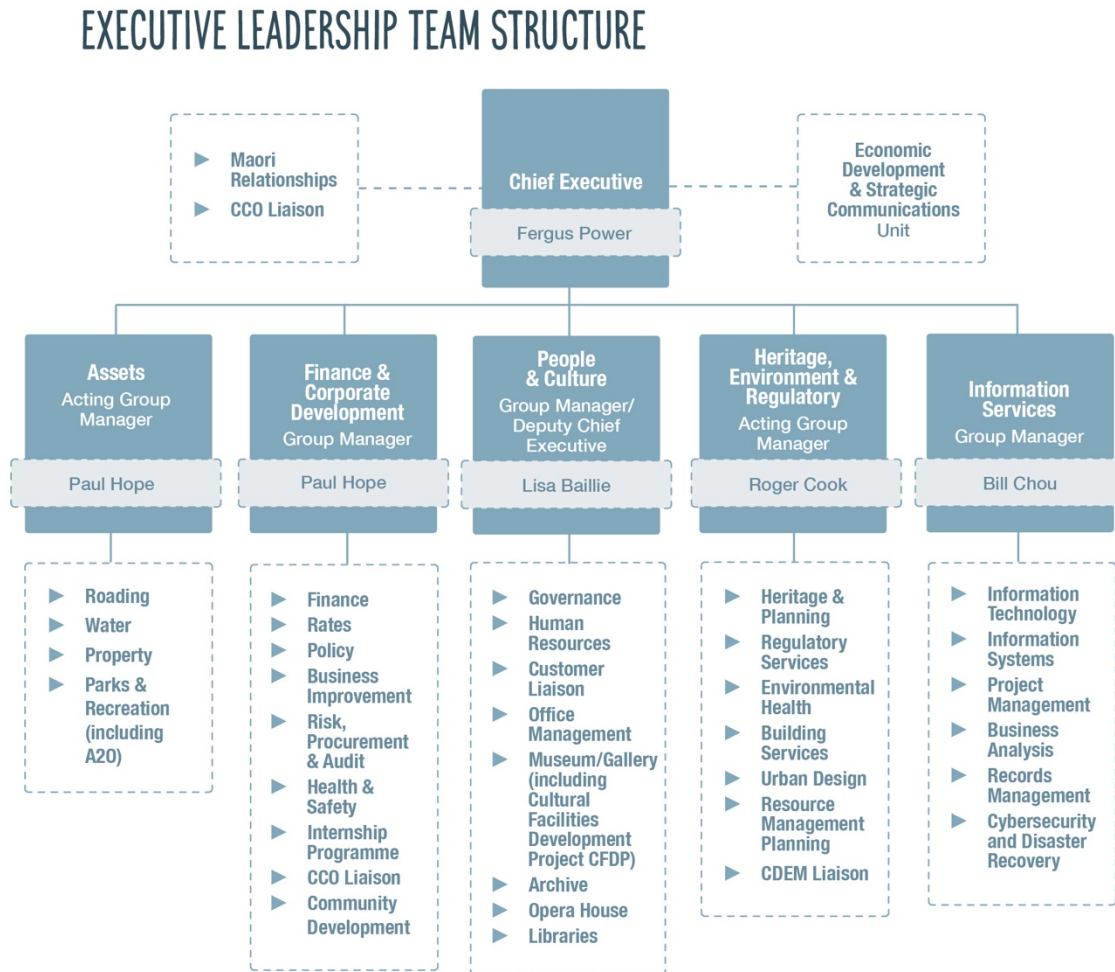
There are five core groups of activities which report through to the accountable Group Manager, namely:

- Assets (Acting Group Manager – Paul Hope);
- Finance and Corporate Development (Paul Hope);
- People and Culture (Lisa Baillie);
- Heritage, Environment and Regulatory (Acting Group Manager – Roger Cook); and
- Information Services (Bill Chou).

In addition, there is an Economic Development and Strategic Communications unit, which is managed by our Economic Development Manager (Gerard Quinn) who also reports directly to the Chief Executive.

The diagram on the next page includes details about the functions which operate within each group.

Executive management team structure



Equal Employment Opportunities

Council is committed to the principle of equal employment opportunities (EEO).

The key principles are:

- All employees (whether current or prospective) will have an equal opportunity to gain benefits associated with employment on the grounds of relevant merit.
- People will not be discriminated against.

Goals are:

- To create an EEO environment.
- To implement EEO best practice in the workplace.
- To provide a harassment free workplace.
- To achieve, where possible, a labour force profile which matches the external labour market.

Key Approved Planning and Policy Documents

Long Term Plan

The Long Term Plan (LTP) sets out the direction for the Waitaki district over the next ten years. Council reviews the Long Term Plan every three years and it provides information on all Council activities, how these will be delivered, their cost, and how they will be paid for. The next review begins in 2021 and will result in the 2021-2031 Long Term Plan.

It will provide a process to review the detailed budgets contained in the Long Term Plan with changes to budgets and services made if required. If there are significant and material changes to the Long Term Plan, we will consult with the community about these via the Annual Plan process.

Annual Plan

The Annual Plan provides information on activities, services and projects that Council proposes to undertake during the financial year (1 July to 30 June). It shows the cost of those activities and how they are paid for.

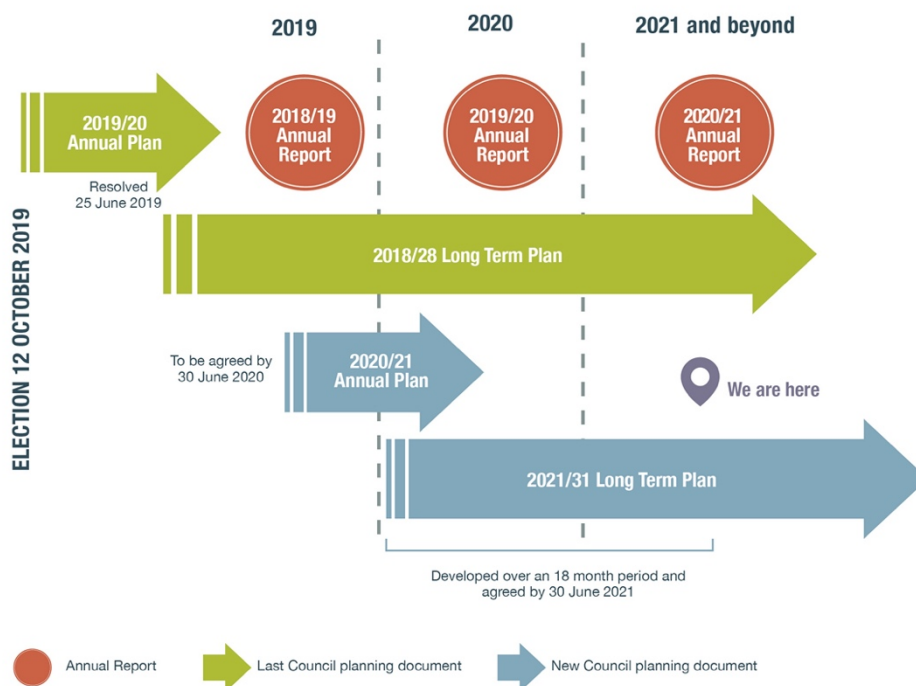
Annual Report

The Annual Report provides the actual performance of Council against what was planned in the Annual Plan and Long Term Plan. This includes reporting on the achieved work programme, performance measures, and financial targets and accountability.

The Annual Report is for each financial year (eg 1 July 2019 to 30 June 2020). The Annual Report must be completed and adopted by Council resolution within four months after the end of the financial year to which it relates. The Annual Report and Annual Report Summary must be made publicly available within one month after its adoption by Council. It is a requirement under Section 98 of the Local Government Act 2002. The Annual Report is audited by Audit New Zealand.

Planning and Reporting Process

The diagram below sets out the planning and reporting process for Council. In summary, the green arrows show the duration of the current Long Term Plan (2018-28) which was agreed by Council in June 2018 and the 2019/20 Annual Plan which was adopted by Council on 25 June 2019.



Our planning cycle

OUR PLANNING CYCLE



Revenue and Financing Policy

This policy explains how and by whom Council's activities and services will be funded.

Funding Impact Statement

This contains information on the rating mechanisms used by Council for its activities.

District Plan

The District Plan is prepared by Council so it can carry out its functions under the Resource Management Act 1991 and sets out how the sustainable use, development and protection of the district's natural and physical resources will be managed now and into the future.

Policy on Significance and Engagement

This policy lists the levels at which Council decisions and/or issues become important enough for community consultation to happen, including the Special Consultative Procedure.

The way we review and change key planning and policy documents may need to meet Parliament's rules, so those reviews are likely to follow a Special Consultative Procedure.

Public Access to Council and Elected Members

The main administrative office of Council is in Oamaru:

Office of the Waitaki District Council
20 Thames Street
Private Bag 50058
Oamaru 9444
Phone: (03) 433 0300
Fax: (03) 433 0301
Freephone: 0800 108 081
Email: service@waitaki.govt.nz

Council also has an office at the Waihemo Service Centre, Palmerston:
54 Tiverton Street
PO Box 17
Palmerston 9443
Phone: (03) 465 1106
Fax: (03) 465 1111
Email: waihemosc@waitaki.govt.nz

Contact information for all Elected Members in the Waitaki district (Mayor and Councillors, and Community Board members) is appended to this document (Appendix 1).

Official Information Requests

Under the Local Government Official Information and Meetings Act 1987 (LGOIMA), any person may request information from Council. Any request for information is a request made under LGOIMA. You do not have to say you are making a request under LGOIMA. Once a request is made, Council must give you the information unless reason exists for withholding it. LGOIMA says that information may be withheld if release of the information would:

- Endanger the safety of any person;
- Prejudice maintenance of the law;
- Compromise the privacy of any person;
- Reveal confidential or commercially sensitive information;
- Cause offence to tikanga Maori or would disclose the location of waahi tapu;
- Prejudice public health or safety;
- Compromise legal professional privilege;
- Disadvantage the local authority while carrying out negotiations or commercial activities;
- Allow information to be used for improper gain or advantage.

Council must answer requests within 20 working days (although there are certain circumstances where this timeframe may be extended). Council may charge for official information under guidelines set down by the Ministry of Justice.

Bylaws

Bylaws are rules made by a Council, like ours, which are enforced in the Council's area for the benefit of the community as a whole.

Bylaw Title	Description	Date initiated and last review	Planned Review
Waitaki Water Supply Bylaw 2014	Rules and regulations around Rural Water Supply connections, supply, payment, Council and private works, inspections, repairs, overflows, customer responsibilities, and new water supply connections.	New Bylaw adopted 2014	Review commenced 2019 (to be completed by 10 December 2021)
Waitaki Alcohol Ban Bylaw 2018	Allows Council to prohibit the consumption of alcohol to minimise the potential for offensive behaviour and alcohol-related harm in public places.	New Bylaw adopted 2018	Review date 2028
Waitaki Dog Control Bylaw 2014	To regulate the keeping of dogs for the protection of the health and safety of the public.	November 2014	Review date 2024
Waitaki District Council General Bylaws 2018	Rules or regulations that are created to control specific activities within the Waitaki District including: <ul style="list-style-type: none"> • Requiring activities to be licensed to ensure that they are carried out in a safe and responsible manner. • Informing the community about acceptable standards of behaviour in public places. • Promoting a nuisance free environment. • Ensuring that the public can safely use public land. 	New Bylaw adopted 2018	Review date 2028
Waitaki District Council Trade Waste Bylaw 2009	Regulates the discharge of Trade Waste to a sewerage System operated by the Waitaki District Council.	6 July 2009	Review commenced 2019 (to be completed by 6 July 2021)
Waitaki District Solid Waste Bylaw 2010	To ensure that refuse collection and disposal does not have significant adverse environmental or health impacts.	13 December 2010 and December 2015	Review commenced date 2019 (to be completed by 15 December 2022)
Waitaki District Council Rooding Bylaw 2013	To promote public safety and effectively regulate pedestrian, animal and traffic movements within the road corridors in Waitaki District.	1 September 2013	Review date 2023 (commenced early due to review of speed limits)
Waitaki District Responsible Freedom Camping Bylaw 2016	To regulate and manage freedom camping on land controlled and managed by Waitaki District Council.	31 August 2016	Review date 14 September 2021

Legislation

Waitaki District Council exercises powers and fulfils responsibilities as described and conferred by government legislation and subsequent amendments. These include:

• Administration Act 1969	• Local Electoral Act 2001
• Airport Authorities Act 1966	• Local Electoral Regulations 2001
• Amusement Devices Regulations 1978	• Local Government Act 1974
• Animal Welfare Act 1999	• Local Government Act 2002
• Arms Act 1983	• Local Government (Alcohol Ban Breaches) Regulations 2013
• Arts Council of New Zealand Toi Aotearoa Act 2014	• Local Government (Financial Reporting and Prudence) Regulations 2014
• Biosecurity Act 1993	• Local Government (Rating) Act 2002
• Building Act 2004	• Local Government (Remuneration Authority Levies) Regulations 2005
• Building (Accreditation of Building Consent Authorities) Regulations 2006	• Local Government (Prescribed Form for Seizure of Property Not on Private Land) Regulations 2009
• Building (Infringement Offences, Fees, and Forms) Regulations 2007	• Local Government Official Information and Meetings Act 1987
• Building Research Levy Act 1969	• Marine and Coastal Area (Takutai Moana) Act 2011
• Burial and Cremation Act 1964	• Ngai Tahu Claims Settlement Act 1998
• Bylaws Act 1910	• New Zealand Geographic Board (Nga Pou Taunaha o Aotearoa) Act 2008
• Camping Grounds Regulations 1985	• New Zealand Infrastructure Commission / Te Waihanga Act 2019
• Civil Aviation Act 1990	• New Zealand Library Association Act 1939
• Civil Aviation Rules	• New Zealand Public Health and Disability Act 2000
• Civil Defence Emergency Management Act 2002	• New Zealand Railways Corporation Act 1981
• Civil Defence Emergency Management Regulations 2003	• New Zealand Railways Corporation Restructuring Act 1990
• Climate Change Response Act 2002	• New Zealand Walkways Act 1990
• Commerce Act 1986	• Oaths and Declarations Act 1975
• Companies Act 1993	• Ombudsmen Act 1975
• Conservation Act 1987	• Plumbers, Gasfitter and Drainlayers Act 2006
• Copyright Act 1994	• Postal Services Act 1998
• Dog Control Act 1996	• Privacy Act 1993
• Electoral Regulations 1996	• Prohibition of Gang Insignia in Public Premises Act 2013
• Electricity Act 1992	• Prohibition of Gang Insignia in Government Premises Regulations 2018
• Employment Relations Act 2000	• Property Law Act 2007
• Environmental Health Officers Qualifications Regulations 1993	• Prostitution Reform Act 2003
• Fencing Act 1978	• Protected Disclosures Act 2000
• Fencing and Swimming Pools Act 1987	• Protected Objects Act 2006
• Fire and Emergency New Zealand Act 2017	• Public Audit Act 2001
• Financial Reporting Act 1993	• Public Authorities (Party Wall) Empowering Act 1919
• Food Act 2014	• Public Bodies Contracts Act 1959

Waitaki District Council Local Governance Statement 2019

• Food (Fees and Charges) Regulations 2015	• Public Bodies Leases Act 1969
• Food Hygiene Regulations 1974	• Public Records Act 2005
• Food Regulations 2015	• Public Works Act 1981
• Forestry Rights Registration Act 1983	• Racing Act 2003
• Freedom Camping Act 2011	• Railways Act 2005
• Gambling Act 2003	• Rates Rebate Act 1973
• Gas Act 1992	• Rating Valuations Act 1998
• Goods and Services Tax Act 1985	• Rating Valuations (Local Authority Charges) Regulations 1999
• Government Roothing Powers Act 1989	• Rating Valuations Regulations 1998
• Hazardous Substances and New Organisms Act 1996	• Receiverships Act 1993
• Health Act 1956	• Remuneration Authority Act 1977
• Health (Hairdressers) Regulations 1980	• Reserves Act 1977
• Health (Registration of Premises) Regulations 1966	• Reserves and Other Land Disposals Act 1977
• Health and Safety at Work Act 2015	• Residential Tenancies Act 1986
• Heavy Motor Vehicle Regulations 1974	• Resource Management Act 1991
• Heritage New Zealand Pouhere Taonga Act 2014	• Resource Management (National Environmental Standards for Telecommunication Facilities) Regulations 2016
• Historic Places Act 1993	• Sale and Supply of Alcohol Act 2012
• Holidays Act 2003	• Securities Act 1978
• Human Rights Act 1993	• Smoke-free Environments Act 1990
• Impounding Act 1955	• Soil Conservation and Rivers Control Act 1941
• Impounding Regulations 1981	• Statistics Act 1975
• Income Tax Act 2007	• Statutory Land Charges Registration Act 1928
• Injury Prevention, Rehabilitation and Compensation Act 2001	• Summary Proceedings Act 1957
• Interpretation Act 1999	• Summary Proceedings Regulations 1958
• Irrigation Schemes Act 1990	• Te Ture Whenua Act 1993 / Maori Land Act 1993
• Kainga Ora – Homes and Communities Act 2019	• Telecommunications Act 2001
• Land Act 1948	• Transport (Vehicular Traffic Road Closure) Regulations 1965
• Land Drainage Act 1908	• Treaty of Waitangi Act 1975
• Land Transfer Act 2017	• Trespass Act 1980
• Land Transfer Regulations 2018	• Unit Titles Act 2010
• Land Transport Act 1998	• Utilities Access Act 2010
• Land Transport (Infringement and Reminder Notices) Regulations 2012	• Waitaki District Council Reserves and Other Land Empowering Act 2013
• Land Transport Management Act 2003	• Walking Access Act 2008
• Litter Act 1979	• Waste Minimisation Act 2008
• Local Authorities (Members Interests) Act 1968	• Wildlife Act 1953

(Note: This does not represent an exhaustive list.)

Appendix 1 – Mayor and Councillors’ Contact Details 2019 – 2022 Triennium (updated 28 April 2021)

Title	First Name	Surname	Home Phone	Mobile	Email address	Postal
Mayor	Gary	Kircher		021 463 546	gkircher@waitaki.govt.nz	332 Homestead Road, RD 1, Oamaru 9491
Deputy Mayor	Melanie	Tavendale	03 439 5243	022 123 9870	mtavendale@waitaki.govt.nz	19 Burnett Street, Kakanui, Oamaru 9495
Councillor	Hana	Halalele		027 415 2129	hhalalele@waitaki.govt.nz	9 Warwick Street, Oamaru North 9400
Councillor	Jeremy	Holding	03 434 2265	027 565 7873	jholding@waitaki.govt.nz	40 Tyne Street, South Hill, Oamaru 9400
Councillor	Jim	Hopkins	03 434 9410	021 114 3189	jhopkins@waitaki.govt.nz	16 Tamar Street, South Hill, Oamaru 9400
Councillor	Bill	Kingan	03 432 4247	021 146 9612	wkingan@waitaki.govt.nz	71 Wellington Street, RD 2C, Oamaru 9491
Councillor	Ross	McRobie		027 432 9892	rmcrobie@waitaki.govt.nz	57 Rata Drive, Otematata 9412
Councillor	Guy	Percival	03 432 4225	027 275 3020	gpercival@waitaki.govt.nz	55 Rutherford Road, Fuschia Creek, Oamaru 9492
Councillor	Jim	Thomson		027 465 2007	jthomson@waitaki.govt.nz	218 Palmerston Dunback Road, RD 3 Palmerston 9483
Councillor	Kelli	Williams	03 434 9929	021 629 718	kwilliams@waitaki.govt.nz	24 Jessop Street, South Hill, Oamaru 9400
Councillor	Colin	Wollstein	03 434 7017	027 944 5405	cwollstein@waitaki.govt.nz	43c Hull Street, South Hill, Oamaru 9400

Waihemo Community Board Contact Details 2019 – 2022 Triennium (updated 28 April 2021)

Title	First Name	Surname	Home Phone	Mobile	Email address	Postal
Chair	Heather	McGregor	03 465 1255	027 343 5731	hmcgregor@waitaki.govt.nz	18 Runbrake Street, Palmerston 9430
Deputy Chair	Paul	Roy	03 465 2144	027 201 9863	proy@waitaki.govt.nz	173 Taieri Ridge Road, Moonlight, RD 3, Palmerston 9483
Mrs	Katrina	Dodd	03 465 0077	027 430 8269	kdodd@waitaki.govt.nz	1274 Dunback- Morrisons Road, RD 3, Palmerston 9483
Ms	Casey	Linklater		021 044 2698	clinklater@waitaki.govt.nz	31 Craig Street, Palmerston 9430
Mrs	Carol	Watson	03 465 1489	027 602 7048	carol.watson@waitaki.govt.nz	12 Goodwood Road, RD 1, Goodwood, Palmerston 9481
Councillor	Jim	Thomson		027 465 2007	jthomson@waitaki.govt.nz	218 Palmerston Dunback Road, RD 3 Palmerston 9483

Ahuriri Community Board Contact Details 2019 – 2022 Triennium (updated 28 April 2021)

Title	First Name	Surname	Home Phone	Mobile	Email address	Postal
Chair	Vicky	Munro	03 438 7855	021 438 745	vmunro@waitaki.govt.nz	Rapid 2629, Otematata, Kurow Highway, Otematata
Mr	Brent	Cowles		027 525 5505	bcowles@waitaki.govt.nz	1 East Road, Otematata 9412
Mr	Peter	Ellis	03 436 0057	027 234 4854	pellis1@waitaki.govt.nz	128 Cattle Valley Road Kurow 9466
Mr	Ross	Menzies		027 317 1988	rmenzies1@waitaki.govt.nz	17 Cirrus Place, Omarama 9412
Mr	Steve	Dalley		021 768 719	sdalley@waitaki.govt.nz	37B Rata Drive, Otematata 9412
Councillor	Ross	McRobie		027 432 9892	rmcrobie@waitaki.govt.nz	57 Rata Drive, Otematata 9412

Note: The Ahuriri Community Board resolved not to appoint a Deputy Chair in the first year of the triennium.