



Waitaki

DISTRICT COUNCIL

TE KAUNIHERA Ā ROHE O WAITAKI

**I hereby give notice that the
Waitaki District Council Meeting
will be held on:**

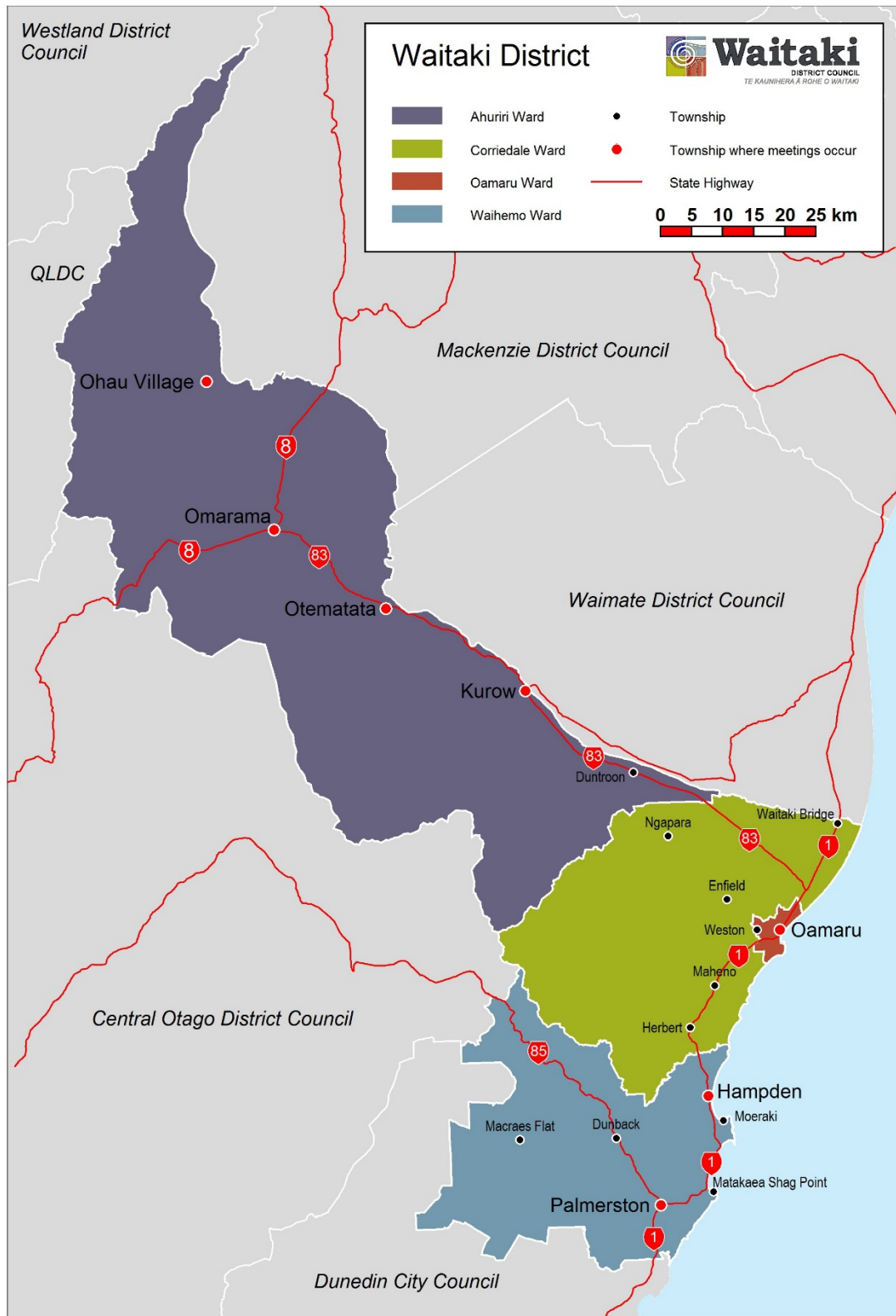
Date: Tuesday, 11 May 2021
Time: 9.00am
Location: Council Chamber, Third Floor
Office of the Waitaki District Council
20 Thames Street, Oamaru

Agenda

Waitaki District Council Meeting

11 May 2021

Fergus Power
Chief Executive





COMMUNITY OUTCOMES



STRATEGIC PRIORITIES



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



Agenda Items

1	Apologies	5
2	Declarations of Interest	5
3	Public Forum.....	5
4	Confirmation of Previous Meeting Minutes.....	6
4.1	Public Minutes of the Council Meeting held on 30 March 2021.....	6
4.2	Public Minutes of the Council Meeting held on 6 April 2021	26
4.3	Public Minutes of the Council Meeting held on 19 April 2021	31
4.4	Public Minutes of the Extraordinary Council Meeting held on 27 April 2021	38
5	Leadership Reports	43
5.1	Mayor's Report - 11 May 2021	43
5.2	Chief Executive's Report for Period Ending 11 May 2021.....	51
6	Recommendations from Committees Reports	72
6.1	Recommendations of the Assets Committee Meeting held on 27 April 2021	72
6.2	Recommendations of the Waihemo Community Board Meeting held on 1 March 2021	74
7	Decision Reports	75
7.1	Road Naming - Holmes Hill Estate Subdivision	75
7.2	Adoption of Updated Local Governance Statement - May 2021	80
7.3	Request for Extended Leave of Absence	105
8	Memorandum Reports.....	110
8.1	Lower Waitaki South Coastal Canterbury Zone Committee Annual Report 2020.....	110
9	Resolution to Exclude the Public	115
10	Public Excluded Section	116
10.1	Public Excluded Minutes of the Council Meeting held on 30 March 2021	116
10.2	New Zealand Airline Academy Limited Update PE	116
11	Resolution to Return to the Public Meeting	116
12	Release of Public Excluded Information	116
13	Meeting Close	116

- 1 APOLOGIES**
- 2 DECLARATIONS OF INTEREST**
- 3 PUBLIC FORUM**

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

4.1 PUBLIC MINUTES OF THE COUNCIL MEETING HELD ON 30 MARCH 2021

Author: Ainslee Hooper, Governance and Policy Advisor

Authoriser: Lisa Baillie, People and Culture Group Manager

Attachments: 1. Public Minutes of the Council Meeting held on 30 March 2021

RECOMMENDATION

That Council confirms the Public Minutes of the Council Meeting held on 30 March 2021, as circulated, as a true and correct record of that meeting.

UNCONFIRMED PUBLIC MINUTES

**OF THE WAITAKI DISTRICT COUNCIL MEETING
HELD IN THE COUNCIL CHAMBER, THIRD FLOOR,
OFFICE OF THE WAITAKI DISTRICT COUNCIL, 20 THAMES STREET, OAMARU
ON TUESDAY, 30 MARCH 2021 AT 9.00AM**

PRESENT: Mayor Gary Kircher (Chair), Deputy Mayor Melanie Tavendale (Associate Chair), Cr Hana Halalele, Cr Jeremy Holding, Cr Jim Hopkins, Cr Ross McRobie, Cr Bill Kingan, Cr Kelli Williams, Cr Guy Percival, and Cr Colin Wollstein

IN ATTENDANCE: Fergus Power (Chief Executive)
Lisa Baillie (People and Culture Group Manager / Deputy Chief Executive)
Paul Hope (Finance and Corporate Development Group Manager and Acting Assets Group Manager)
Roger Cook (Acting Heritage, Environment and Regulatory Group Manager)
Bill Chou (Information Services Group Manager)
Ainslee Hooper (Governance and Policy Advisor)

IN ATTENDANCE FOR SPECIFIC AGENDA ITEMS:

Joshua Rendell (Assets Operations Manager)
Richard Maher (Finance and Corporate Development Operations Manager)
Martin Pacey (Water Services Manager)
Renee Julius (Property Manager)
Hamish Barrell (Heritage and Planning Manager)
Andrew Bardsley (Regulatory Manager)
Mandy McIntosh (Corporate Development Officer)

The Chair declared the meeting open at 9.00am and welcomed everyone present in the Council Chamber and also those watching the meeting via the livestream.

1 APOLOGIES

There were no apologies.

2 DECLARATIONS OF INTEREST

Cr Ross McRobie declared an interest in Agenda Item 7.8.

3 PUBLIC FORUM

Speaker Ray Henderson said he was very disappointed that he had received a generic letter in response to his submission on the harbour plan. He noted that he had received an individual response to points made in previous submissions made in the past, and he was not impressed with the generic approach taken this time, as he felt it was poor public engagement.

The Chair advised that he usually responded to each submitter individually where appropriate but on this occasion, there had been insufficient time to make all the cross-references and write the level of detail he preferred in his responses to the harbour plan submissions. He apologised for needing to resort to a generic approach given the time constraints and added that he believed the plan was a good one and would serve the community well. Mr Henderson acknowledged the Chair's reply and said he was not objecting to the plan but felt that having time to respond to the submissions was part of the planning process.

The Chair said he took on board what Mr Henderson had said and thanked him for his feedback.

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

4.1 PUBLIC MINUTES OF THE COUNCIL MEETING HELD ON 16 FEBRUARY 2021

Amendments: Cr Jim Hopkins requested some rewording under Item 5.1, in the paragraph beginning "Using his right of reply ..." to read "... commencement of drafting plan changes occur immediately, which could mean leaving out the draft plan change". The Chair agreed that that change could be made.

ACTION: Governance Advisor

RESOLVED WDC 2021/026

Moved: Cr Jim Hopkins

Seconded: Deputy Mayor Melanie Tavendale

That Council confirms the Public minutes of the Council Meeting held on 16 February 2021, with the amendment agreed at this meeting, as a true and correct record of that meeting.

CARRIED

4.2 PUBLIC MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 23 FEBRUARY 2021

RESOLVED WDC 2021/027

Moved: Cr Jeremy Holding

Seconded: Cr Hana Halalele

That Council confirms the Public minutes of the Extraordinary Council Meeting held on 23 February 2021, as circulated, as a true and correct record of that meeting.

CARRIED

5 LEADERSHIP REPORTS

5.1 MAYOR'S REPORT - 30 MARCH 2021

The report, as circulated, provided comments from Mayor Gary Kircher to bring Councillors and the public up to date with issues that have arisen since the last Council Meeting on Tuesday 16 February 2021.

With regard to the new funding from the Mayors' Taskforce For Jobs, Deputy Mayor Melanie Tavendale congratulated the Chair and Community Development Manager on being granted this funding. As central government moved into social areas, such additional strategic planning and sourcing government funding for projects could be recognised as front-footing that conversation and a good way to start to make that discussion a lot less reactive. The Chair acknowledged the comments and noted that there was very good progress being made across the community. He also acknowledged the work of Cr Hana Halalele was doing, especially with regard to education within the Pasifika community and good work to attract funding into the district.

Regarding Three Waters reform, there was brief discussion on the meeting in Wanaka creating as many questions as it answered. The rush to get things through, and the lack of discussion on tranche 2 funding, were highlighted as ongoing concerns. More time was needed for councils to respond and work together to achieve the right result.

RESOLVED WDC 2021/028

Moved: Deputy Mayor Melanie Tavendale

Seconded: Cr Ross McRobie

That Council receives and notes the information.

CARRIED

5.2 CHIEF EXECUTIVE'S REPORT FOR PERIOD ENDING 30 MARCH 2021

The report, as circulated, provided comments from Chief Executive to bring the Mayor and Councillors up to date with issues that have arisen since the last Council Meeting on Tuesday, 16 February 2021.

One Elected Member commended the Briefing to Incoming Ministers to other members, as a very helpful document to read.

A request was made for officers to monitor whether there would be any public engagement on advances in the fluoride debate.

ACTION: Chief Executive

Chief Executive Fergus Power advised that the central and local government Chief Executives' Forum had been very useful, with honest and frank exchanges, and with the Department of Internal Affairs in attendance as an indication of its greater emphasis on engagement with local government.

Mr Power reported that Dawn Aerospace was confirming that Oamaru is a location suitable for testing; that the organisation was recruiting; and it had acquired CAA certification for flying which was a significant milestone.

RESOLVED WDC 2021/029

Moved: Cr Jim Hopkins

Seconded: Cr Ross McRobie

That Council receives and notes the information.

CARRIED

6 RECOMMENDATIONS FROM COMMITTEES REPORTS

6.1 RECOMMENDATIONS OF THE AHURIRI COMMUNITY BOARD MEETING HELD ON 8 MARCH 2021

RESOLVED WDC 2021/030

Moved: Cr Ross McRobie

Seconded: Cr Kelli Williams

That Council approves a refund payment to the Ōmārama Playgroup in the amount of \$1,308.13 (including GST) for the supply and installation of the sandpit cover by Blackhawk Industries at the Ōmārama playground, to be funded from the Ahuriri Playground Grant Reserve.

CARRIED

6.2 RECOMMENDATIONS OF THE PERFORMANCE, AUDIT AND RISK COMMITTEE MEETING HELD ON 18 MARCH 2021

6.2.1 FREE PUBLIC WI-FI WAITAKI STAGE 2

RESOLVED WDC 2021/031

Moved: Cr Colin Wollstein

Seconded: Cr Kelli Williams

That Council:

1. Extends the free public Wi-Fi to the following locations:
 - a) Ōamaru North (Roberts Park)
 - b) Otematata (Community building – 1 West Road, Otematata)
 - c) Hampden (Public Library and Hall – 25 London Street, Hampden).

CARRIED

7 DECISION REPORTS

7.1 WATER SERVICES BILL SUBMISSIONS

The report, as circulated, sought Council's formal ratification of its own submission and its contribution to the combined Otago and Southland Councils' submission on the Water Services Bill, as presented to the Health Select Committee on 2 March 2021.

The Chair reported that he had Zoomed into the Select Committee the previous morning and had spoken to Council's submission, and in support of the Otago and Southland submission, and the Canterbury and Local Government New Zealand submissions. He had focused on reiterating key points, especially with regard to requesting some changes to the Bill to make it more effective and that the right responsibilities were given to the right entities. Feedback from the Select Committee had included that Council's submission and contributions were appreciated, and the quality of the submissions and points made were commended. The Chair thanked officers for their work in pulling all of the submissions together. Deputy Mayor Melanie Tavendale echoed those sentiments and acknowledged the huge amount of time and effort that had been devoted to the process by officers within a very tight timeframe.

RESOLVED WDC 2021/032

Moved: Cr Jeremy Holding

Seconded: Cr Ross McRobie

That Council:

1. Formally ratifies the Waitaki District Council submission and Council's participation in the Otago and Southland Council's regional submission on the Water Services Bill as presented to the Health Select Committee on 2 March 2021.

CARRIED

7.2 DRAFT OTAGO REGIONAL POLICY STATEMENT SUBMISSION

The report, as circulated, sought Council's formal ratification of its submission on the Draft Otago Regional Policy Statement – February 2021.

It was noted that a lot of the content of this submission had come out of the freshwater reforms and from central government, with Council's scope to change direction and make comment more limited than in the past. It was also highlighted that the process had only been opened to invited parties.

The submission was commended for making sense, being well written, and touching on issues where Council could influence and contribute. This view was supported by others at the meeting.

RESOLVED WDC 2021/033

Moved: Deputy Mayor Melanie Tavendale

Seconded: Cr Jim Hopkins

That Council formally ratifies the Waitaki District Council submission on the Draft Otago Regional Policy Statement (February 2021).

CARRIED

7.3 PROCESS FOR COUNCIL INPUT AND SIGN-OFF OF NATIONAL AND REGIONAL SUBMISSIONS

The report, as circulated, sought Council's approval of a process to be followed for any Council submissions to be signed off by elected members on relevant regional and national matters when the submission is not able to be considered by full Council prior to the submission deadline.

Several members spoke in support of this suggested process, given the large volume of policy reforms taking place, how busy everyone is, and the need to get submissions written and signed off within very tight timelines.

A suggestion that the relevant Committee, rather than Council, could be the submitter which would then avoid the need for full ratification of submissions by Council. The Chair responded that he felt it was important for the full Council to have the final say in ratifying submissions. Other members supported that view. Concerns about the haste of these submissions processes were shared by many at the meeting.

The Chair thanked Group Manager Paul Hope and Executive Officer Victoria van der Spek for their work on developing this process for ratifying future submissions.

RESOLVED WDC 2021/034

Moved: Cr Ross McRobie

Seconded: Deputy Mayor Melanie Tavendale

That Council:

1. Adopts the approach set out below when elected members are considering and signing off Council submissions on relevant regional and national matters:
 - a) When elected members can consider and sign-off Council submissions within the required submission period timeframe, submissions will be directed to full Council in the first instance;
 - b) When elected members are unable to consider and sign-off Council submissions within the required submission period timeframe:
 - i) Council submissions are directed to the most appropriate Council Committee based on their subject matter; and
 - ii) The Chair of the relevant Council Committee or the Mayor (when he/she believes that it is beneficial) is formally delegated the authority to sign-off the submission on behalf of Council in liaison with the committee or selected members of the committee; and
 - iii) Submissions will be retrospectively ratified by full Council at the next available Council Meeting.

CARRIED

7.4 CARBON FARM FORESTRY

The report, as circulated, sought Council's direction and instructions for the work programme to be undertaken to improve the control over plantation forestry and carbon farming and to address the concerns of the community.

It was clarified that the initial estimates of around \$100k would be considered an additional cost to the District Plan Review process. Acting Group Manager Roger Cook added that more work was still to be done on how the budget would be allocated. Costs associated with any investigations into carbon farm forestry would need to be covered by the operational budget because there would be some significant surveying work involved.

It was suggested that, with the National Environmental Standards changing and the emergence of carbon farm forestry as an important issue, it might be timely to invite the Minister to the district. Planning Manager Hamish Barrell acknowledged that, if the report's recommendations were accepted, then that was something that could be pursued.

It was clarified that officers would need to prepare a section 32 analysis about where costs and benefits would lie for forestry generally as well as carbon farming.

MOTION

Deputy Mayor Melanie Tavendale moved the report's recommendations and Cr Jim Hopkins seconded the motion.

Discussion on the motion:

Appreciation was made of the speed that officers had brought this matter before Council for its consideration. What was being proposed was a good mix and it could make a real difference.

Another view highlighted was that the community is not against parts of some farms going into forestry, but just not all of it in some cases. Mr Barrell acknowledged that visual amenity landscapes would give Council some discretion.

With regard to Significant Natural Areas and any biodiversity assessments that may have been completed, Regulatory Manager Andrew Bardsley advised that 14 species of indigenous vegetation had been identified in the area currently in the spotlight, and there was significant biodiversity also in the headwaters of the Kakanui River.

RESOLVED WDC 2021/035

Moved: Deputy Mayor Melanie Tavendale

Seconded: Cr Jim Hopkins

That Council:

1. Instructs officers to prepare a District Plan change under the Resource Management Act 1991, to manage the effects of carbon forestry and plantation forestry.
2. Instructs officers to advocate for and participate in the review of the National Environment Standards for Plantation Forestry (NES-PF).
3. Instructs officers to investigate the opportunity to levy development contributions on plantation forestry and carbon farming activities.

CARRIED

7.5 WAITAKI DISTRICT COUNCIL CODE OF CONDUCT - ADOPTION OF UPDATED OTAGO INVESTIGATORS' LIST

The report, as circulated, sought Council's adoption of an amendment to the current version of the Waitaki District Council Code of Conduct for the 2019 – 2022 triennium (as revised and adopted on 18 February 2020) to include an updated version of the Otago Territorial Authorities' List of Independent Investigators for Code of Conduct complaints as recently agreed by Otago territorial authorities, with an exclusion as stated for Waitaki District Council.

RESOLVED WDC 2021/036

Moved: Cr Jim Hopkins

Seconded: Cr Colin Wollstein

That Council adopts the attached updated Otago Territorial Authorities' List of Independent Code of Conduct Investigators, as revised on 18 February 2021, as a replacement to the list in the current version of the Waitaki District Council Code of Conduct for the 2019 – 2022 triennium (as revised and adopted by Council on 18 February 2020, with the exclusion of Mr Michael de Buyzer who has been notated on the updated list as for 'non Waitaki District Council only' use.

CARRIED

7.6 TRANCHE FUNDED PROJECT UPDATE

The report, as circulated, sought Council's delegation and instructions to officers to be able to ensure available Government funding is fully spent within the required timeframes and to maximise value to the community.

Water Services Manager Martin Pacey provided an update on the Palmerston water main renewals. The community had not been able to fund it, so the Three Waters Reform tranche 1 funding had provided an opportunity for it to be done. Work had commenced a week ago.

It was also noted that Palmerston was receiving one-third of the total Tranche 1 budget, which was the largest non-ratepayer funding that had gone into any area in the Waitaki district. It was important to Council that it had been able to do that for Waihemo and other smaller towns around the district.

The Chair thanked Mr Pacey and his Water Services team for all of their extra work in relation to Tranche 1 projects, especially given the extra workload from the Request for Information and also business as usual.

RESOLVED WDC 2021/037

Moved: Deputy Mayor Melanie Tavendale

Seconded: Cr Ross McRobie

That Council:

- 1 Notes the information and progress on Water Reform Tranche 1 Projects; and
- 2 Delegates officers the authority to reallocate budgets within Water Reform Tranche One project delivery plan, as the available budget allows; and
- 3 Instructs officers to report any such reallocations to the Assets Committee.

CARRIED

The Chair directed the meeting to Agenda Item 7.9.

7.9 COUNCIL CONTROLLED ORGANISATIONS - HALF YEAR REPORTS TO 31 DECEMBER 2020 AND DRAFT STATEMENTS OF INTENT FOR 2021 - 2022

The Chair acknowledged the presence of Ōmārama Airfield Limited (OAL) Chairman Clive Geddes for Agenda Item 7.9 (a) relating to the formal receipt by Council in accordance with legislative requirements the Half Year Report for the period ending 31 December 2020 and the draft Statement of Intent for 2021-2022 for (a) the Ōmārama Airfield Limited (OAL).

Chairman Clive Geddes took the documents as read and answered questions from elected members. Congratulations were extended on the achievement of a surplus.

A request was made for more information about the company's equity. Mr Geddes said he would source a response from the OAL accountant and forward to the Chair.

ACTION: Mr Geddes, in consultation with the Chair and Group Manager Finance and Corporate Development

In response to questions, Mr Geddes briefed the meeting on the costs associated with being a Council Controlled Organisation; the company's commencement of a project to subdivide some of its land and inviting proposals for that as a means of securing revenue from more of the airport's land; and landing fees.

The Chair adjourned the meeting at 10.30am and it was reconvened in public at 10.57am. The Chair thanked Mr Geddes for their work and achievements.

The Chair then directed the meeting back to Agenda Item 7.7.

7.7 ADOPTION OF DRAFT 2021 POLICY ON DEVELOPMENT CONTRIBUTIONS AND FINANCIAL CONTRIBUTIONS FOR CONSULTATION

The report, as circulated, sought Council's adoption of the Draft 2021 Policy on Development Contributions and Financial Contributions for consultation, as part of the Long Term Plan adoption process.

Notice of Motion

Cr Guy Percival sought to move that Council adopts Option 1 as set out in the officer report.

The Chair accepted that as a Notice of Motion but opened the meeting for questions first.

It was queried why there was an officer recommendation to remove the 50% remission on roading development contributions which was seen as an unreasonable impediment to residential building. In reply, Group Manager Paul Hope noted that Roding development contributions were previously invoiced to the eventual purchaser which had been an unpleasant surprise and the remission arrangement was designed to redress that. Changes had since been made to the timing of the invoicing process, and it was now upfront, with the developer incurring that cost. The Chair thanked Mr Hope for that explanation and noted that it was good to see that problem corrected.

Motion Foreshadowed

Cr Jim Hopkins foreshadowed a motion to add another recommendation to adopt the draft policy for consultation.

There was discussion on the document "Minor Amendments to the Policies for Adoption for Consultation" that was circulated at the meeting.

A request was made for a definition of 'kitchen' to be included in the draft policy.

ACTION: Group Manager Paul Hope

The 80 square metres size for smaller houses was queried. It was clarified that it was a nominal number. A place that size could still be a family home. The aim was to encourage making these changes that people find it more cost-effective than currently is to build smaller homes for people's retirement homes. By doing that, Council would be freeing up 3-4 bedroom homes, and thereby helping people move up the property ladder.

It was noted that the policy was in draft and a number of groups would be consulted on to determine what a practical size would be.

RESOLVED WDC 2021/038

Moved: Cr Jim Hopkins

Seconded: Cr Ross McRobie

That Council:

1. In line with recommendations of the Development Contributions Committee:
 - a) Agrees to make only minor policy changes in the 2021 Policy on Development Contributions and Financial Contributions review, using the 2018 Policy on Development Contributions and Financial Contributions as the base policy, and to engage Utility NZ to update the water, wastewater and roading contribution values in line with the Infrastructure Strategy as part of the 2021-2031 Long Term Plan.

- b) Commits to an additional review of the 2021 Policy on Development Contributions and Financial Contributions as necessary, following the outcome of the Three Waters Review and/or the Resource Management Act review.
- 2. Approves the proposed key changes to the Policy:
 - a) Remove the 50% remission on roading development contributions for residential developments.
 - b) Introduce a model to incentivise residential development of two or more units targeting one or two bedroom units.
 - c) The ability to recover all reasonable costs incurred in debt recovery proceedings and interest on the outstanding development contributions.
 - d) The ability to require a fee for considering a request for reconsideration.
 - e) Requiring a deposit prior to responding to an objection to development contributions.
 - f) Approval of a standard documentation to lodge a request for reconsideration or an objection to development contributions.
- 3. Adopts, with any amendments agreed at this meeting including the additional information tabled, the Draft 2021 Policy on Development Contributions and Financial Contributions for consultation.
- 4. Adopts, with any amendments agreed at this meeting, the Draft 2021 Policy on Development Contributions and Financial Contributions Statement of Proposal for consultation.
- 5. Consults on these changes in a manner that meets the requirements of the Local Government Act 2002 for the Development Contributions Policy adopted under section 102(1), to be reviewed at least once every three years using a consultation process that gives effect to the requirements of section 82.

CARRIED

7.8 ADOPTION OF THE DRAFT 2021 REVENUE AND FINANCING POLICY FOR CONSULTATION

The report, as circulated, sought Council's adoption of the Draft 2021 Revenue and Financing Policy for consultation as part of the Long Term Plan process.

Group Manager Paul Hope highlighted that minor amendments needed to be made to the policy. A document listing those amendments was circulated and Corporate Development Officer Mandy McIntosh spoke to those and answered questions from elected members.

Boundaries shown on the map and amenity rates were discussed.

Mr Hope clarified that all Councillors are able to participate in the on these matters because the legislation recognises that all councillors would likely have an interest in where the boundaries lie and therefore there is no conflict of interest to be declared across the sector.

MOTION

Cr Jim Hopkins moved the report's recommendations and Cr Colin Wollstein seconded the motion.

Discussion on the motion:

When asked which boundary line they wanted to consult on, elected members agreed on the map's double thickness boundary line for this purpose.

ACTION: Group Manager Paul Hope

The Chair noted that the documents, including the map with the proposed boundary line, would be going out for consultation and the public would be able to have their say on the boundary line and all other matters that were being proposed.

RESOLVED WDC 2021/039

Moved: Cr Jim Hopkins

Seconded: Cr Colin Wollstein

That Council:

- 1 Approves the proposed amendments to funding arrangements for the following activities:
 - a. SUIP for properties used exclusively by family members
 - b. SUIP for Commercial/Businesses
 - c. Tourism Development and Visitor Services
 - d. Waitaki Museum & Archive Te Whare Taoka o Waitaki
 - e. Waitaki Aquatic Centre
 - f. Christmas Decorations
 - g. Parking Enforcement
 - h. District Libraries
 - i. Ōamaru Public Gardens
 - j. Ōamaru Opera House
 - k. Roding – Forestry Differential
 - l. Ōamaru and Weston Amenity Rate; and
- 2 Approves the proposed changes to the boundary for:
 - a. Ōamaru and Weston Amenity Rate
 - b. Ōmārama Amenity Rate; and
3. Approves the proposed Kauru Hill Hall Rate; and
4. Adopts, with any amendments at this meeting, the:
 - i) Draft Revenue and Financing Statement of Proposal
 - ii) Draft 2021 Revenue and Financing Policy for consultation; and the supporting documents as follows:
 - iii) Draft 2021 Rating Policy; and the
 - iv) Draft 2021 Funding Needs Analysis; and the
 - v) Draft Rating Funding Impact Statement.
5. Consults on these changes in a manner that gives effect to section 82 of the Local Government Act 2002 and allows the policy to be adopted prior to setting the rates for the 2021-22 year.

CARRIED

ABSTAINED: CR ROSS MCROBIE

The Chair directed the meeting forward to Agenda Item 8.1.

8 MEMORANDUM REPORTS

8.1 VARIATIONS TO DELEGATIONS

The report, as circulated, sought to update Council on changes made to the limits of Council officer financial delegations that take into account changes made under the temporary Council structure.

Chief Executive Fergus Power advised that the changes were within his delegation to make and would take effect from 1 April 2021. They would ensure that the three positions listed in table 1 would be able to operate effectively and efficiently. The Chair acknowledged that the variation was straightforward in order to reflect the recent changes to Council's staffing structure.

RESOLVED WDC 2021/040

Moved: Deputy Mayor Melanie Tavendale

Seconded: Cr Colin Wollstein

That Council receives and notes the information.

CARRIED

8.2 UPPER WAITAKI ZONE COMMITTEE ANNUAL REPORT 2020

The report, as circulated, attached for Council's consideration the 2020 Annual Report of the Upper Waitaki Zone Committee. Cr Ross McRobie presented the report to Council on behalf of the Upper Waitaki Zone Committee Chairperson Simon Cameron.

MOTION

Cr Ross McRobie moved the report's recommendation and Cr Jim Hopkins seconded the motion.

Discussion on the motion:

A view was shared that the purpose of the Zone Committees had come into question over the last 12 months, given that they had served a very good purpose in the past, but that role was completed now and a future pathway for them was unspecified. A common theme was their work with community groups, by overseeing that work and ensuring resources are allocated. It was felt that the key objective could be to improve the environment in conjunction with communities. This view was shared by another member, who also favoured awareness raising and engagement with the communities.

RESOLVED WDC 2021/041

Moved: Cr Ross McRobie

Seconded: Cr Jim Hopkins

That Council receives and notes the information.

CARRIED

The Chair directed the meeting back to Agenda Item 7.9 (b).

7.9 COUNCIL CONTROLLED ORGANISATIONS - HALF YEAR REPORTS TO 31 DECEMBER 2020 AND DRAFT STATEMENTS OF INTENT FOR 2021 - 2022

The Chair acknowledged the presence of Waitaki District Health Services Limited representatives for Agenda Item 7.9 (b) relating to the formal receipt by Council in accordance with legislative requirements the Half Year Report for the period ending 31 December 2020 and the draft Statement of Intent for 2021-2022 for (b) the Waitaki District Health Services Limited (WDHSL).

WDHSL Chairman Mark Rogers presented the half-year report and acknowledged the contributions of former Chairman Paul Allison and new staff. WDHSL Chief Executive Phil Jamieson discussed the financial results. The Chair acknowledged that it was 'very pleasing' to learn of the turnaround in operations.

Regarding attendances at the emergency department and women cared for in the maternity unit being well above funding levels, it was noted that this was a consequence of suppression of treatment during the COVID lockdown period. There was an ongoing trend of greater use of the emergency department and the number of very sick people in the community.

It was clarified that mental health care was provided by the District Health Board. WDHSL's core purpose was to enable and facilitate the provision of that care rather than provide it directly.

Invited to share his thoughts on the health and disability report, Mr Jamieson advised that there were some 'knowns' and many 'unknowns'. He expected that there would be some combination of district health boards, and a key factor would be equity of access to healthcare outcomes especially in rural communities. It would be key for WDHSL to play a critical role in localism, interpreting health care needs of the local community.

When asked for insights about how the extended period of no international visitors would impact on the hospital's services and how it might respond when the borders were able to be opened again in the future, Mr Jamieson advised that the hospital was better placed than ever with regard to infection control, hygiene and positive benefits for hospital care in the community. Vigilance would need to remain in place, as what has served the hospital well in the early period would continue to help in the future. Recruitment of doctors was one area that had benefitted, and the hospital would play an active role in the vaccination process.

A breakdown of numbers of people passing through the emergency department was requested. It was noted that visa holders do not have access to health care, so they were waiting until they were very, very sick before presenting at the hospital. Mr Jamieson undertook to provide that information.

It was suggested that having that information to hand ahead of the scheduled visit by the Director of Health Pacific in a few weeks' time would be useful in order to support any funding requests.

ACTION: WDHSL Chief Executive Phil Jamieson, with Group Manager Paul Hope

Mr Jamieson briefed the meeting about how funding from Accident Compensation Commission (ACC) can now be claimed if someone presents to a general practitioner after an accident, where previously WDHSL could only claim ACC where they presented at the hospital only.

Cr Hana Halalele thanked Mr Jamieson for the support from the hospital for members of the Pasifika community.

The Chair thanked WDHSL representatives for their reports, attendance and discussion responses. He acknowledged there had been a positive change and a lot of work that had generated that over an extended period of time. The Chair also acknowledged the attendance of Director Scott Wilson who had joined the meeting via Zoom for this agenda item.

The Chair adjourned the meeting at 12.10pm, and it was reconvened at 1.15pm.

7.9 COUNCIL CONTROLLED ORGANISATIONS - HALF YEAR REPORTS TO 31 DECEMBER 2020 AND DRAFT STATEMENTS OF INTENT FOR 2021 - 2022

The Chair acknowledged the presence of Whitestone Contracting Limited representatives for Agenda Item 7.9 (c) relating to the formal receipt by Council in accordance with legislative requirements the Half Year Report for the period ending 31 December 2020 and the draft Statement of Intent for 2021-2022 for (c) the Whitestone Contracting Limited (WCL).

Chairman Michael de Buyzer discussed the half-year report from WCL, noting that the company was currently in a loss situation but was very confident that that will be addressed in the second half of the year and a profit situation achieved by year end. A number of contracts had been secured but the company had not been able to make a start on some of them because of unresolved consent issues or land access. Mr de Buyzer also provided an update on the plant replacement programme, environmental issues (including the company's carbon credit assessment and a plan to reduce carbon emissions by 5% per annum which was intended to recognise the company's obligation to the community. He added that the company was not expected to be quite as profitable as the previous year, largely due to difficulties the sector has experienced coming out of the COVID pandemic.

Elected members congratulated Mr de Buyzer and the WCL team for their report and also on achieving income that was very close to the previous year, despite the impacts of COVID. Expenses and sponsorships were discussed briefly. A question was raised about whether Council Controlled Organisations (CCOs) could lend from the Local Government Funding Agency.

ACTION: Group Manager Paul Hope to investigate whether CCOs could become an LGFA member

The Chair thanked the WCL representatives and acknowledged Council's appreciation of how much work was done by the company, the challenges during lockdown; and how they were being overcome now with a very busy workload ahead.

The Chair advised that, now that three of the four Council Controlled Organisations had presented their reports and draft Statements of Intent, Council could formally receive those documents.

7.9 COUNCIL CONTROLLED ORGANISATIONS - HALF YEAR REPORTS TO 31 DECEMBER 2020 AND DRAFT STATEMENTS OF INTENT FOR 2021 - 2022

RESOLVED WDC 2021/042

Moved: Cr Jim Hopkins

Seconded: Cr Bill Kingan

That Council:

1. formally receives documents from its Council Controlled Organisations as set out below:
 - a) the Ōmārama Airfield Limited Half Year Report to 31 December 2020; and
 - b) the Ōmārama Airfield Limited Draft Statement of Intent for 2021 – 2022;
 - c) the Waitaki District Health Services Limited Half Year Report to 31 December 2020; and
 - d) the Waitaki District Health Services Limited Draft Statement of Intent for 2020 – 2021; and
 - e) the Whitestone Contracting Limited Half Year Report to 31 December 2019; and
 - f) the Whitestone Contracting Limited Draft Statement of Intent for 2020 – 2021

and

2. instructs the Executive Committee to actively engage with all CCOs on their respective Audit Management Letters and follow up actions.

CARRIED

The meeting was briefly adjourned at 1.25pm and reconvened at 1.29pm.

The Chair directed the meeting to Agenda Item 7.9 (d).

7.9 COUNCIL CONTROLLED ORGANISATIONS - HALF YEAR REPORTS TO 31 DECEMBER 2020 AND DRAFT STATEMENTS OF INTENT FOR 2021 - 2022

The Chair acknowledged the presence of Tourism Waitaki Limited representatives for Agenda Item 7.9 (d) relating to the formal receipt by Council in accordance with legislative requirements the Half Year Report for the period ending 31 December 2020 and the draft Statement of Intent 2021-2022 for (d) Tourism Waitaki Limited (TWL).

Chairman Mike McElhinney spoke to the half-year report and advised that TWL was forecasting to deliver a profit by the year's end. General Manager Margaret Munro summarised the highlights of the year and achievements. The huge contribution of former Director Adair Craik was acknowledged.

In response to a question, Mrs Munro briefed the meeting on the \$400k regional tourism organisation funding that TWL had received, and also noted that an application for future funding was currently with the Ministry of Business, Innovation and Employment with a response yet to be received.

RESOLVED WDC 2021/043

Moved: Cr Ross McRobie

Seconded: Deputy Mayor Melanie Tavendale

That Council:

1. formally receives documents from its Council Controlled Organisations as set out below:
 - g) the Tourism Waitaki Limited Half Year Report to 31 December 2020; and
 - h) the Tourism Waitaki Limited Draft Statement of Intent for 2020 – 2021.
- and
2. instructs the Executive Committee to actively engage with Tourism Waitaki Limited on its Audit Management Letter and follow up action.

CARRIED

The Chair thanked Mr McElhinney and the TWL team and acknowledged that times were tough, and it was simply a matter of getting on with things. He acknowledged that Council was pleased with the level of domestic tourism taking place across the district, but also that the Penguin Colony was reliant on international visitors and attractions like that were challenged by the ongoing border closure. He encouraged the team to keep up the good work of promoting Waitaki.

At 1.49pm, the Chair advised that the public part of the meeting was now completed, and he signalled his intention to move the meeting into Public Excluded session. He thanked members of the public for their meeting participation, either by being present in the Council Chamber or watching the livestream and advised that the livestream would conclude immediately after the next resolution.

9 RESOLUTION TO EXCLUDE THE PUBLIC

RESOLVED WDC 2021/044

Moved: Cr Colin Wollstein
Seconded: Cr Jeremy Holding

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
10.1 - Public Excluded minutes of the Council Meeting held on 16 February 2021	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
10.2 - Public Excluded minutes of the Extraordinary Council Meeting held on 23 February 2021	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
10.3 - Acquisition of Community Building PE	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

<p>10.4 - Update on Aggregate Supplies PE</p>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p> <p>s7(2)(j) - the withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
<p>- Update on Aggregate Supplies PE (revised)</p>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>

	(including commercial and industrial negotiations) s7(2)(j) - the withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage	
--	---	--

CARRIED

10 PUBLIC EXCLUDED SECTION

The Public Excluded Minutes apply to this section of the meeting.

11 RESOLUTION TO RETURN TO THE PUBLIC MEETING

RESOLVED WDC 2021/049

Moved: Cr Kelli Williams

Seconded: Cr Hana Halalele

That Council resumes in open meeting and decisions made in the public excluded session are confirmed and made public as and when required and considered.

CARRIED

12 RELEASE OF PUBLIC EXCLUDED INFORMATION

In accordance with Waitaki District Council Standing Orders, and pursuant to resolutions in the public excluded session of the meeting, Council decided to release the following previously public excluded information in the Public Minutes of this meeting.

10.1 PUBLIC EXCLUDED MINUTES OF THE COUNCIL MEETING HELD ON 16 FEBRUARY 2021

RESOLVED WDC 2021/045

Moved: Cr Jeremy Holding

Seconded: Cr Guy Percival

That Council confirms the Public Excluded Minutes of the Council Meeting held on 16 February 2021, as circulated, as a true and correct record of that meeting.

CARRIED

**10.2 PUBLIC EXCLUDED MINUTES OF THE EXTRAORDINARY COUNCIL
MEETING HELD ON 23 FEBRUARY 2021**

RESOLVED WDC 2021/046

Moved: Cr Ross McRobie

Seconded: Cr Bill Kingan

That Council confirms the Public Excluded minutes of the Extraordinary Council Meeting held on 23 February 2021, as circulated, as a true and correct record of that meeting.

CARRIED

13 MEETING CLOSE

There being no further business, the Chair declared the meeting closed, at 2.28pm.

TO BE CONFIRMED at the Ordinary Council Meeting to be held on Tuesday 11 May 2021.

.....
CHAIRPERSON

4.2 PUBLIC MINUTES OF THE ADDITIONAL COUNCIL MEETING HELD ON 6 APRIL 2021

Author: Ainslee Hooper, Governance and Policy Advisor

Authoriser: Lisa Baillie, People and Culture Group Manager

Attachments: 1. Public Minutes of the Additional Council Meeting held on 6 April 2021

RECOMMENDATION

That Council confirms the Public Minutes of the Additional Council Meeting held on 6 April 2021, as circulated, as a true and correct record of that meeting.

UNCONFIRMED MINUTES

**OF THE ADDITIONAL MEETING OF THE WAITAKI DISTRICT COUNCIL
HELD IN THE COUNCIL CHAMBER, THIRD FLOOR,
OFFICE OF THE WAITAKI DISTRICT COUNCIL, 20 THAMES STREET, OAMARU
ON TUESDAY, 6 APRIL 2021 AT 11.30AM**

PRESENT: Mayor Gary Kircher (Chair), Deputy Mayor Melanie Tavendale (Associate Chair), Cr Jeremy Holding, Cr Jim Hopkins, Cr Bill Kingan, Cr Ross McRobie, Cr Guy Percival, Cr Kelli Williams, and Cr Colin Wollstein

APOLOGY: Cr Hana Halalele

IN ATTENDANCE: Fergus Power (Chief Executive)
Paul Hope (Finance and Corporate Development Group Manager and Acting Assets Group Manager)
Roger Cook (Acting Heritage, Environment and Regulatory Group Manager)
Ainslee Hooper (Governance and Policy Advisor)

IN ATTENDANCE FOR SPECIFIC AGENDA ITEMS:

Mike Searle (Policy and Strategy Manager)
Margaret Mitchell (Corporate Planner)
Joshua Rendell (Assets Operations Manager)
Richard Maher (Finance and Corporate Development Operations Manager)

MEETING OPENING

The Chair declared the meeting open at 11.30am and welcomed everyone present including those present in the Council Chamber and anyone watching the livestream of the meeting online.

1 APOLOGIES

RESOLVED WDC 2021/050

Moved: Cr Jeremy Holding

Seconded: Cr Ross McRobie

That the apology for absence received on behalf of Cr Hana Halalele be accepted.

CARRIED

2 DECLARATIONS OF INTEREST

There were no declarations of interest.

3 DECISION REPORTS

4.1 LONG TERM PLAN 2021-31 - PRE-ENGAGEMENT

The report, as circulated, sought Council's approval of the draft content of the Waitaki District Council 2021-31 Long Term Plan Consultation Document (CD) for community pre-engagement purposes.

Group Manager Paul Hope advised that, whilst the team had hoped to be able to seek Council's approval of the Long Term Plan (LTP) Consultation Document (CD) at this meeting, that was no longer possible following a "hot review" of the CD by the Office of the Auditor-General (OAG) earlier in the day. Feedback from that OAG hot review would need to go to the assigned Audit Director to be incorporated into a final Audit Report on the LTP CD, and it was now hoped that that would be available in time for the Additional Council Meeting to be held on 19 April 2021 for adopt the LTP CD.

The consequences of the delay were discussed (eg consultation would be from late April to late May; the hearings timetable may need to be more compressed). It was noted that the rescheduling of key events would be progressed as soon as dates could be confirmed.

Elected Members were advised that today's meeting discussion would need to focus on the content of the CD, and not the CD itself which was still subject to a final Audit opinion. It was also noted that any changes to the CD would need to correct grammatical and typographical errors only, given that the auditors were already auditing the CD itself.

Discussion then turned to suggested and requested changes to the **content of the CD**, and these were recorded by LTP team members. Some of the key clarifications / action requests from elected members during this discussion are recorded below.

Audit has a legislative role in auditing Long Term Plan Consultation Documents for all local government councils. It takes a conservative approach and – although it may not always help with the consultation process between a Council and its community – Audit's role is to safeguard the community and ensure that any forecasting or assumptions made by Council are clear to the public at large.

Regarding options for rates, the "no smoothing" option was the status quo, and it had to be the preferred option because it is the one that has occurred in reality before the consultation process begins. As part of the consultation process, Council is asking the community whether it wants any smoothing to take place over the LTP years with regard to rates. Council would consider the public's feedback on that as part of its consideration of submissions and subsequent final adoption of the LTP itself.

Audit had required officers to add years 2024/2025 and 2025/2026 to show the reader of the CD what will happen after the smoothing exercise if that was to be adopted. In response, it was noted that the LTP was reviewed every three years, and by year four, the situation may have changed considerably, and decisions made then may be different. A request was made that, on the bottom of page 25, the reference note could be made larger to emphasise this matter, and for text to be added along the lines of "Another LTP will be prepared before year four to try and convey a more complete picture of the real situation in place at that time."

ACTION: Policy and Strategy Manager, with LTP team

Regarding the **Community Engagement Plan**, it was noted that dates would be changed to accommodate the auditing delay, and the consultation period would be from 21 April to 21 May. A series of pre-engagement livestream sessions would also be held on some key topics, such as the Three Waters Reform, Roading, and Waste Management. The Sports and Events Centre was suggested as an additional topic. It was proposed to have midday and evening sessions; they would all be livestreamed, and there would be an opportunity for members of the public to message in with their questions and to get answers 'live'.

Elected Members then suggested changes to layout and formatting, corrections to typographical and grammatical errors, and requested other amendments to help with readability (eg simpler diagrams, acronyms to be written out in full or a glossary to be added at the end). These were recorded by the LTP team for follow up.

Additional requests were made as follows:

- Reference to 'risk analysis' to be added in the planned resilience response.
- Changing the wording referring to "developing a local centre of excellence (page 84), to "considering developing ...", to be more aligned to the current status of Council thinking (ie it had not yet signed off on a designated centre of excellence).

RESOLVED WDC 2021/051

Moved: Cr Colin Wollstein

Seconded: Deputy Mayor Melanie Tavendale

That Council:

1. Approves for pre-engagement purposes, subject to any minor edits arising from this meeting, the content of the draft Waitaki District Council 2021-31 Long Term Plan Consultation Document (Attachment 1) including a proposed rate rise of 8.9% in year one (from 1 July 2021) and an average of 5.6% over the following nine financial years.
2. Approves, subject to any minor changes arising from this meeting, the Community Engagement Plan (Attachment 2) and notes that the pre-engagement period commences on 10 April 2021.
3. Notes that, subject to the receipt of a report from Audit New Zealand, the Waitaki District Council 2021-31 Long Term Plan Consultation Document is to be adopted at the 19 April 2021 Additional Council Meeting and the formal community consultation period will begin on 21 April 2021 and end on 21 May 2021.
4. Notes, that subject to the receipt of a report from Audit New Zealand, the supporting information, listed below, that is relied on for the content of the Waitaki District Council 2021-31 Long Term Plan Consultation Document, is to be adopted at the 19 April 2021 Additional Council meeting:
 - Draft Waitaki District Council Infrastructure Strategy 2021-51 (Attachment 3)
 - Draft Financial Strategy (Attachment 4)
 - The Significant Forecasting Assumptions (Attachment 5).

CARRIED

The Chair thanked Mr Searle and Mrs Mitchell for their great work on managing and facilitating the Long Term Plan process. He also thanked Mr Rendell and his team for the review work that had been done, and Group Manager Paul Hope for masterminding the LTP at the Executive Leadership Team level. He congratulated everyone involved for their time and efforts through what had been a long process and noted for the benefit of the public that there was still a bit more to do before the consultation document could be adopted by Council and then released to the community for feedback.

4 MEETING CLOSE

There being no further business, the Chair declared the meeting closed, at 12.59am.

TO BE CONFIRMED at the Council Meeting to be held on Tuesday, 11 May 2021.

.....
CHAIRPERSON

UNCONFIRMED

4.3 PUBLIC MINUTES OF THE COUNCIL MEETING HELD ON 19 APRIL 2021

Author: Ainslee Hooper, Governance and Policy Advisor

Authoriser: Lisa Baillie, People and Culture Group Manager

Attachments: 1. Public Minutes of the Additional Council Meeting held on 19 April 2021

RECOMMENDATION

That Council confirms the Public Minutes of the Additional Council Meeting held on 19 April 2021, as circulated, as a true and correct record of that meeting.

UNCONFIRMED MINUTES

**OF THE ADDITIONAL MEETING OF THE WAITAKI DISTRICT COUNCIL
HELD IN THE COUNCIL CHAMBER, THIRD FLOOR,
OFFICE OF THE WAITAKI DISTRICT COUNCIL, 20 THAMES STREET, OAMARU
ON MONDAY, 19 APRIL 2021 AT 10.45AM**

PRESENT: Mayor Gary Kircher (Chair), Deputy Mayor Melanie Tavendale (Associate Chair), Cr Hana Halalele (from 10.53am), Cr Jeremy Holding, Cr Jim Hopkins (from 10.58am), Cr Ross McRobie, Cr Bill Kingan, Cr Guy Percival, and Cr Colin Wollstein

APOLOGIES: Cr Kelli Williams (absence); Cr Hana Halalele (lateness) and Cr Jim Hopkins (lateness)

IN ATTENDANCE: Fergus Power (Chief Executive)
Lisa Baillie (People and Culture Group Manager / Deputy Chief Executive)
Paul Hope (Finance and Corporate Development Group Manager)
Roger Cook (Acting Heritage, Environment and Regulatory Group Manager)
Ainslee Hooper (Governance and Policy Advisor)

IN ATTENDANCE FOR SPECIFIC AGENDA ITEMS:

Richard Maher (Finance and Corporate Development Operations Manager)
Joshua Rendell (Assets Operations Manager)
Mike Searle (Policy and Strategy Manager)
Margaret Mitchell (Corporate Planner)

OPENING OF MEETING

The Chair declared the meeting open at 10.45am and extended a warm welcome to everyone present in the Council Chamber and to those watching the livestream online.

1 APOLOGIES

RESOLVED WDC 2021/053

Moved: Cr Colin Wollstein

Seconded: Cr Ross McRobie

That the apology for absence received on behalf of Cr Kelli Williams, and the apologies for lateness received on behalf of Cr Hana Halalele and Cr Jim Hopkins, be accepted.

CARRIED

2 DECLARATIONS OF INTEREST

There were no declarations of interest.

L.1 ACCEPTANCE OF LATE AGENDA ITEM FOR DISCUSSION AT THIS MEETING

RESOLVED WDC 2021/054

Moved: Cr Ross McRobie
Seconded: Cr Colin Wollstein

That Council, pursuant to s.46A (7) of the Local Government Official Information and Meetings Act 1987 and Clause 9.12 of the Waitaki District Council Standing Orders, agrees to accept the Late Urgent Business Item, being "Audit New Zealand Recommended Changes to the LTP 2021-31 Consultation Document and Inclusion of Forecast Financial Statements for Approval", as part of the discussions under Agenda Item 3.1 for consideration at this Additional Council Meeting for the reasons stated below:

- (a) The item was not able to be included in the final agenda papers because Audit New Zealand's suggested changes on the Long Term Plan consultation document were received after the final agenda papers were published for this meeting; and
- (b) The item cannot be delayed until a subsequent meeting because the Long Term Plan Consultation Document and supporting information needs to be changed to reflect the Audit New Zealand changes and adopted at this meeting in order for consultation on the Long Term Plan to commence on schedule on 21 April 2021.

CARRIED

3 DECISION REPORTS

3.1 LONG TERM PLAN 2021-31 - ADOPTION OF CONSULTATION DOCUMENT AND SUPPORTING INFORMATION

The report, as circulated with the original agenda papers, sought Council's approval of the Long Term Plan 2021-31 Consultation Document (CD) and supporting information to enable public consultation on the draft Long term Plan 2021-31 (LTP) to commence.

The Late Business Item, circulated as the Supplementary Agenda and as accepted for consideration at this meeting with the Agenda Item L.1 resolution recorded above, sought to:

- (a) provide Council with the Forecast Financial Statements (in Attachment 1) for consideration here under Agenda Item 3.1 for Council approval as supporting information prior to the approval of the Long Term Plan 2021-31 Consultation Document; and
- (b) report on the recommended changes to the Long Term Plan 2021-31 Consultation Document by Audit New Zealand and provide an updated Consultation Document incorporating those recommended changes for Council approval.

Group Manager Paul Hope advised that the Audit New Zealand opinion on the Long Term Plan had just been received and had been uploaded to LG Hub for elected members. He highlighted that all of the information pertaining to the Consultation Document (eg policies and supporting information) were draft documents, specifically for consultation with the community. There would be an opportunity and a requirement to receive feedback from ratepayers and the wider community, and for Council to consider that prior to adopting the Long Term Plan before the end of June. At today's meeting, Council needed to adopt the documents as they are, because they had been audited and the Audit opinion had now been received.

It was noted that the Audit opinion had a qualification and three matters of emphasis. A 'qualification' relates to a matter or matters where Council and Audit New Zealand have a difference of opinion in what needs to be disclosed in the LTP and how information is summarised. Council formed the view that information contained in the Consultation Document was appropriate

for engaging with the public, but the auditors had formed a different view based on national policy direction from the Office of the Auditor-General (OAG). Audit has chosen to highlight those matters for the readers, because they feel that they needed greater emphasis.

Mr Hope then explained the nature of the qualifications for each of the three areas of emphasis.

Policy and Strategy Manager Mike Searle then explained the changes to the Consultation Document that had been made at the request of Audit New Zealand, as attached to the Supplementary Agenda report. It was clarified that the change to the rates rise in 2024/2025 – from 6.3% to 6.5% — was a correction, and it should have been 6.5% from the outset.

A request was made for more information on the rates table, given that year 3 had been significantly less in the agenda papers for the 6 April Additional Council Meeting and had now increased.

ACTION: Finance and Corporate Development Group Manager

With regard to the attachments, it was highlighted that they provided limited value to the process at this stage, as they would change and evolve as part of the processes leading up to the finalisation of the LTP. This was acknowledged by the meeting.

It was clarified that the “N/A” recorded against property rentals in the 2020/21 budget was a consequence of the need to publish the information in the same way it was published in the annual plan, and there was no further analysis included in the 2020/21 annual plan, therefore they had to be recorded as “N/A”.

The Chair acknowledged the huge amount of work that had gone into the Long Term Plan to get it and the supporting information to this stage of the process. He thanked everyone involved, especially Mr Searle, Mrs Mitchell and the LTP policy team.

MOTION

Cr Ross McRobie moved the supplementary agenda report’s recommendations, and the motion was seconded by Deputy Mayor Melanie Tavendale.

Discussion on the motion:

Invited to comment, Mr Hope advised that the financial statements attached to the supplementary agenda were new information, but the other documents had been presented to Council previously. All of the documents were draft, and all were available to be commented on as part of the consultation process.

The Chair highlighted to the meeting that Council was asking some specific questions of the community, but there was a need to include a great deal of other information (eg the strategies and policies that guided budget decisions) so that members of the public could feel able to comment on the new activities that were being put forward for their feedback.

RESOLVED WDC 2021/055

Moved: Cr Ross McRobie

Seconded: Deputy Mayor Melanie Tavendale

That Council:

1. Receives the Audit New Zealand audit report (Attachment 1) on the Waitaki District Council Long Term Plan 2021-31 Consultation Document and supporting information and notes that the Audit New Zealand audit report is to be included in the consultation document; and
2. Approves, for public consultation purposes, the draft supporting information that is relied upon for the content of the consultation document, subject to any minor amendments arising from this meeting, as follows:
 - Draft Financial Strategy (Attachment 2); and
 - Draft Waitaki District Council Infrastructure Strategy 2021-51 (Attachment 3); and
 - Draft Significant Forecasting Assumptions (Attachment 4); and
 - Forecast Financial Statements.
3. Approves for consultation purposes the Long Term Plan 2021-313 Consultation Document; and
4. Notes that the formal public consultation period commences on Wednesday 21 April 2021 and ends on Friday 21 May 2021.

CARRIED

Mr Searle briefed elected members on the next steps in the consultation process.

In response to a question, Accounting Manager Ian Wells advised the meeting that the audit costs had been budgeted in the region of \$112k, but that could be increased if another invoice was received for the additional audit work required. The Chair noted that the cost was significant, and he hoped the community would feel well served for the extra scrutiny that the audit process provided.

Mr Hope advised the meeting that it was important to understand the difference between Audit New Zealand Director and his team and the Office of the Auditor-General. The Audit Director is required to follow the directions of the OAG, which will have points to emphasise that may not always be agreed with by Council or local Audit New Zealand staff. The Audit opinion on Council's LTP had been delayed in the last few weeks in order for it to go through a review process that was required by the OAG and the central part of Audit New Zealand. The Audit Director for Council and his team had also put in a lot of work to get this document through the process, especially in the very fluid environment in which it had occurred this year, and the driver for that sat elsewhere than Audit New Zealand.

These comments were acknowledged by the Chair who added that it is a reality that Council had to go through processes that are more stringent than a private company and which cost much more. The frustration for elected members was that sometimes Council could lose transparency with some of the requirements from Audit (eg the housing matter). The process was comprehensive, but also very expensive – and like anything that Council does, there was always a question of the value of it that came to mind.

3.2 WHALAN LODGE FUNDING REQUEST

The report, as circulated, sought Council's consideration of a request for loan funding from the Whalan Lodge Trust (the Trust). The purpose of the loan is to provide funding to allow the redevelopment of the aged care facility in Kurow.

MOTION

Deputy Mayor Melanie Tavendale moved the report's recommendations and Cr Ross McRobie seconded the motion.

Discussion on the motion:

Views in support of the motion included that Council was doing a lot of work on housing and this matter fits in well with that work. However, there was insufficient information for Council to yet determine whether the financial and reputation risks were sufficiently spelled out. It was suggested that the best option could be for Council to support the Trust to look for external funding and for Council to add to whatever else could be sourced if required. It was noted that the proposal would provide jobs and keep people in the community, and that the operation was very well managed now, having learnt from a few earlier mistakes, and it was appropriate for Council to help them to progress their project.

With regard to the limited capacity of both parties, it was suggested that third-party assistance may be required, especially given that timeliness would be important to prevent the building costs from increasing further. Mr Hope advised that he would be trying to resource it internally, but believed it was important to raise the possibility of needing to source external assistance to ensure the matter was not delayed from being progressed. He believed the cost of outsourcing should not be too significant.

The Chair noted that another report on this matter would follow in due course.

RESOLVED WDC 2021/056

Moved: Cr Ross McRobie

Seconded: Deputy Mayor Melanie Tavendale

That Council:

1. Agrees to consider providing the Whalan Lodge Trust (the Trust) a loan to help fund the redevelopment of the Whalan Lodge aged care facility in Kurow; and
2. Requires that a more detailed proposal be furnished by the Trust before a decision can be made, with the proposal covering at a minimum:
 - a) Amount
 - b) Term
 - c) Interest rate
 - d) Repayment plan
 - e) Security
 - f) Other funding sought / agreed
 - g) Other conditions; and
3. Instructs officers to work with the Trust to develop this proposal and to explore other funding options that may be available.

CARRIED

4 MEETING CLOSE

There being no further business, the Chair declared the meeting closed, at 11.24 am.

TO BE CONFIRMED at the Ordinary Council Meeting to be held on Tuesday, 11 May 2021.

.....
CHAIRPERSON

UNCONFIRMED

4.4 PUBLIC MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 27 APRIL 2021

Author: Ainslee Hooper, Governance and Policy Advisor

Authoriser: Lisa Baillie, People and Culture Group Manager

Attachments: 1. Public Minutes of the Extraordinary Council Meeting held on 27 April 2021

RECOMMENDATION

That Council confirms the Public Minutes of the Extraordinary Council Meeting held on 27 April 2021, as circulated, as a true and correct record of that meeting.

UNCONFIRMED MINUTES

**OF THE EXTRAORDINARY MEETING OF THE WAITAKI DISTRICT COUNCIL
HELD IN THE COUNCIL CHAMBER, THIRD FLOOR,
OFFICE OF THE WAITAKI DISTRICT COUNCIL, 20 THAMES STREET, OAMARU
ON TUESDAY, 27 APRIL 2021 AT 8.45AM**

PRESENT: Mayor Gary Kircher (Chair), Deputy Mayor Melanie Tavendale (Associate Chair), Cr Hana Halalele, Cr Jeremy Holding, Cr Ross McRobie, Cr Bill Kingan, Cr Kelli Williams, Cr Guy Percival, Cr Colin Wollstein, Cr-elect Jim Thomson (until sworn in); then Cr Jim Thomson

APOLOGY: Cr Jim Hopkins

IN ATTENDANCE: Heather McGregor (Waihemo Community Board Chairperson)
Fergus Power (Chief Executive)
Roger Cook (Acting Heritage, Environment and Regulatory Group Manager)
Paul Hope (Finance and Corporate Development Group Manager and Acting Assets Group Manager)
Bill Chou (Information Services Group Manager)
Ainslee Hooper (Governance and Policy Advisor)

The Chair declared the meeting open at 9.00am and extended a warm welcome to those present in the Council Chamber and everyone watching the livestream online.

1 APOLOGIES

RESOLVED WDC 2021/058

Moved: Cr Jeremy Holding

Seconded: Deputy Mayor Melanie Tavendale

That the apology for absence received on behalf of Cr Jim Hopkins be accepted.

CARRIED

2 DECLARATIONS OF INTEREST

There were no declarations of interest.

3 DECISION REPORTS

4.1 INAUGURATION OF COUNCILLOR-ELECT JIM THOMSON

The report, as circulated, provided a copy of the declaration to be taken by Councillor-elect Jim Thomson to enable him to be sworn in as a new member of the Waitaki District Council for the remainder of the 2019 – 2022 triennium in accordance with statutory requirements.

Cr-elect Jim Thomson took his declaration before Mayor Gary Kircher and then signed it. His declaration was then officially witnessed by Chief Executive Fergus Power pursuant to the Provisions of the Local Government Act 2002, Schedule 7, Part 1, Clause 14.

Cr Thomson was congratulated by the Mayor, the Chief Executive, and the Waihemo Community Board Chairperson Heather McGregor. The Chair officially welcomed him as a full member of the Waitaki District Council, which was then followed by a round of applause as he took his seat at the Council table.

RESOLVED WDC 2021/059

Moved: Deputy Mayor Melanie Tavendale

Seconded: Cr Hana Halalele

That Council hears and receives the official declaration of Councillor-elect Jim Thomson as a new member of the Waitaki District Council at this Extraordinary Meeting of the Waitaki District Council pursuant to the provisions of the Local Government Act 2002, Schedule 7, Part 1, Clause 14.

CARRIED

4.2 WAITAKI DISTRICT COUNCIL COMMITTEE STRUCTURE 2019 - 2022 UPDATE

The report, as circulated, sought Council's adoption of an updated Committee structure, following the recent election and today's swearing in of Cr Jim Thomson as the new Councillor for the Waihemo Ward.

The Chair spoke to the report and explained the changes that had been made to the Committees structure.

A request was made for two omissions from the Committees list (as adopted at the 18 February 2020 Council Meeting) to be reinstated, being Deputy Mayor Melanie Tavendale to be added as a member of the Assets Committee and Cr Bill Kingan to be added as a member of the Performance, Audit and Risk Committee.

ACTION: Governance Advisor

RESOLVED WDC 2021/060

Moved: Cr Bill Kingan

Seconded: Cr Colin Wollstein

That Council:

1. Appoints the new Councillor for the Waihemo Ward, Cr Jim Thomson, to the following Council Committees as a full member or Associate Chair (as referenced):
 - a) **Assets Committee**
 - b) **Community, Culture and Regulatory Committee**
 - c) **Development Contributions Committee (Associate Chair)**
 - d) **Grants and Awards Committee** (all Councillors have the opportunity to be rostered to each funding round annually);
2. Appoints Cr Jim Thomson to the following external entities:
 - a) **Waihemo Community Board; and**
 - b) **Macraes Community Development Trust;**

3. Agrees that Cr Jim Thomson will be remunerated at the “Deputy Chair” level of Waitaki District Council’s Remuneration Determination 2019 (Attachment 2);
4. Notes a further amendment to the updated Committee structure, being a name change on for Cr Kelli Williams (originally elected as ‘Cr Kelli Milmine’); and
5. Adopts the updated Council Committees structure included as Attachment 1 which reflects these new appointments and name change, amended to include previous appointments of Deputy Mayor Melanie Tavendale as a member of the Assets Committee and Cr Bill Kingan as a member of the Performance, Audit and Risk Committee at this meeting.

CARRIED

3 MEMORANDUM REPORTS

5.1 EXPLANATION OF LEGISLATION BY THE CHIEF EXECUTIVE

The report, as circulated, provided the general explanation of legislation by the Chief Executive to the newly elected Councillor for the Waihemo Ward, Cr Jim Thomson, as required under the Local Government Act 2002.

Chief Executive Fergus Power took the report as read and drew particular attention to the section on the Local Authorities (Members’ Interests) Act 1968 relating to contracts and specifically the requirement that any contract entered into by Elected Members that involved Council business of more than \$25,000 requires the prior approval of the Auditor-General. He also highlighted the additional component of this piece of legislation, relating to a spouse of an elected member not being able to hold a shareholding of 10% or above in a company that is contracting with Council.

Mr Power also referred to the requirements and penalties associated with the sections of the Crimes Act 1961 listed in the agenda report, as both were “substantial”, and explained the health and safety at work requirements for elected members.

Cr Jim Thomson acknowledged receipt of the advice from the Chief Executive and had no questions on the contents of the legislation report or the Chief Executive’s presentation to him at the meeting.

RESOLVED WDC 2021/061

Moved: Cr Ross McRobie
Seconded: Cr Jeremy Holding

That the Council receives and notes the information.

CARRIED

4 MEETING CLOSE

The Chair congratulated Cr Jim Thomson on behalf of Council and said he looked forward to Cr Thomson's contributions to Council's discussions over time.

The Chair then declared the meeting closed, at 8.56am.

TO BE CONFIRMED at the Ordinary Council Meeting to be held on Tuesday, 11 May 2021.

.....
CHAIRPERSON

UNCONFIRMED

5 LEADERSHIP REPORTS

5.1 MAYOR'S REPORT - 11 MAY 2021

Author: Gary Kircher, Mayor for Waitaki

Attachments: 1. Mayor's Report - 11 May 2021

RECOMMENDATION

That Council receives and notes the information.

PURPOSE

The following comments are provided to bring Councillors and the public up to date with issues that have arisen since the last Council Meeting on Tuesday, 30 March 2021.

MAYOR'S REPORT – 11 MAY 2021 COUNCIL MEETING

This report is an opportunity for Councillors and the wider community to be informed on a range of issues and happenings in Waitaki and beyond. It is an update since my last report which went to the full Council Meeting on 30 March 2021.

New Chief Executive Officer

Following an extensive process which started last September, our Councillors and I were pleased to announce the appointment of Alex Parmley as our next CEO. Assisted by Equip's recruiting service, we were happy to receive 41 applications, with seven (7) candidates getting to the shortlist interview stage. The final three candidates were, in our opinion, all very capable of leading our organisation, and so it came down to who was the best match overall.



Mr Parmley was successful, and following negotiations and a signed employment contract, he will start work in Oamaru on 19 July. That allows time for him to work out his notice period in his current role as CEO of South Somerset District Council, move his family from there to here, carry out the quarantine period, and get settled in Waitaki.

However, he has already made some steps into the role, with some individual meetings with senior managers, and more to come. He is keen to hit the ground running and establishing some of the key relationships with staff before he gets here is part of that and made easier with Zoom technology.

Before he arrives though, we will farewell Mr Fergus Power, who finishes in the role on 4 June. Closer to that date, we will say more about Fergus and his time here, but there is still plenty to get done in the meantime.

I was also pleased to announce that for the six weeks between Fergus finishing and Alex starting, Mr Paul Hope will be Acting Chief Executive. Given the high level of trust and confidence that elected members have in Mr Hope, we are confident that he will carry out the role very well, ensuring that the transition is a smooth and well-managed one!

This is an exciting time to be in local government for many reasons, including for the future of local government reforms, and I am confident that we have a team to make the most of those opportunities!

Three Waters update

The latest episode in the Three Waters epic featured a meeting in Christchurch on 30 April, attended by many of the Councils in the South Island. Led by the Chairs of Zones 5 and 6, Mayor Sam Broughton and Mayor Bryan Cadogan, the day was a chance to get as many Councils as possible on the same page with the Three Waters discussion. As Mayor Sam put it, it was not about getting all of us to agree on everything, but to get us to identify what aspects of the reform we do all agree on.

It made for some lively discussion during the day, but I do think it was successful in helping us find some common ground, which in itself was an achievement. Attending the meeting with me were Deputy Mayor Tavendale, and Acting Assets Group Manager Paul Hope. I invite them at this Council meeting to also comment on the topic and what they took from the meeting.

Key to the discussion on the day was a set of criteria which we could all agree on – the importance of affordability, the goal of improving water quality, having local input, working with mana whenua, price ‘harmonisation’ and more. There was good agreement by all present that all those criteria were important, but some strong debate when it came to prioritising them against each other.

One of the major topics for the day was regarding what structure a new entity should have. Trying to get a mix of representation from Councils and iwi, defining governance in that structure, and ensuring proper separation of Councils and the operational part of the structure were not easy to get agreement on, and more work has to be done on that. However, we were also told by members of the Three Waters Working Group set up by the Minister for Local Government that there was very little time left before the Minister was to make a decision on the structures for the entities across the country. That has resulted in a number of Mayors, including myself, quickly arranging a meeting with Minister Mahuta to talk about the challenges of getting this right, and making sure that we end up with a structure that Councils can have faith in. That meeting is currently scheduled in Wellington for 12 May.

All-in-all, there is still a great deal of uncertainty and disquiet within local government on the issue. Whether that can morph into a greater belief in a centralised model is yet to be seen. But for now, that looks less likely and will not change unless the government does more to show Councils how our communities can benefit from the proposed change.

LGNZ has of course been working on the issue as well. From an email last week from CEO Susan Freeman-Greene to National Council members, she emphasised how time is critical, but also that DIA is up for the negotiation on how to best make this work. To achieve the greatest gains for our communities, we have to be coordinated with a good understanding of what is needed. LGNZ understands the issues that Councils are having in reconciling possible change with what will work best in each situation. Susan summarised Councils’ concerns as follows:

- Impacts for council people
- Impacts for community
- Immediate balance sheet impacts
- Transitional period and supported process
- Council viability in the longer term
- Accountability for success of reform
- Ongoing governance of entities
- Economic regulation
- Geographical boundaries
- Responding to council-specific/local issues
- Council decision making (on opt in/out)

Support for local authorities

- Any future funding is subject to Budget processes
- Proposal is for water-related debt to be transferred alongside assets
- The Steering Committee has been discussing what a second tranche of funding as part of the reform programme could cover to ensure that no local authority is worse off following reform
- The package will need to consider a range of financial implications local authorities are concerned about, including:
 - stranded overheads
 - balance sheet impacts
 - transfer and transition costs

Economic outcomes under lateral split that aligns with Ngai Tahu takiwa

Lateral split, catchment extended



Entity	Population served	Current estimated average household bill	2051 projected average household bill
A	1,762,747	\$1,120	\$820
B	762,715	\$1,280	\$1,250
C	955,354	\$960	\$1,260
D	864,150	\$1,060	\$1,640

Economic outcomes under 'traditional' lateral split

Traditional lateral split



Entity	Population served	Current estimated average household bill	2051 projected average household bill
A	1,725,853	\$1,100	\$800
B	641,569	\$1,370	\$1,220
C	997,245	\$920	\$1,280
D	980,299	\$1,110	\$1,610

The Future For Local Government (FFLG)

We are really getting into the business end of reforms now that we are discussing the Future For Local Government. The Minister has announced the review panel, with two solid and experienced local government choices on the panel, including Jim Palmer who will chair the panel. That bodes well for us as we look at how we can better serve our communities through local delivery of more services.

I will be dedicating a large amount of my time over the next 6 – 12 months to this FFLG discussion. It is very significant for New Zealand and has huge potential for Waitaki and indeed all rural and provincial Councils. This is the largest change that local government will experience since 1989, and it is certainly my intention that we do all we can to lead the discussion and direction of that change, rather than have it imposed upon us.

It was with that intention that Mr Power and I met with National MP Chris Luxon and Hon Jacqui Dean in Timaru last month to put forward the vision and goals we have for Waitaki. I was pleased with the positive response we received, as this is a crucial time to put aside party politics and for Parliament to have a common, positive view of what local government offers them.

As I write this, I am about to head to Wellington with Deputy Mayor Tavendale and Cr Halalele to meet with a number of Ministers, MPs and government officials on both sides of the house. Our discussions will centre on the future for local government, and more specifically what we in Waitaki think that future might look like. To assist us in those meetings, we will have a document prepared by our team which sets out some of the activities we already carry out – essentially a stocktake of the gaps we fill for central government outside our usual activities but are things we do to make Waitaki a better place.

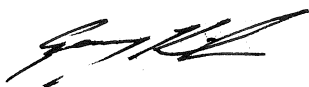
We have meetings scheduled with Minister Nanaia Mahuta who, in her role as Minister for Local Government, is leading the Future For Local Government review. We also have meetings with Hon David Clark, MBIE regarding tourism, Ministry of Health officials and Heritage NZ.

I will be back in Wellington again on 13 May, this time with our Community Development Manager Helen Algar, to meet with Minister Sepuloni in her role as Minister for Social Development and Employment. We will discuss opportunities for Waitaki in her areas of responsibility, along with a more general briefing on the wider opportunities that we can deliver to our community.

On that trip, Mrs Algar and I will also be meeting with MBIE to discuss He Poutama Rangatahi - Youth Employment Pathways. He Poutama Rangatahi (HPR) is a cross-agency initiative aimed at rangatahi (the younger generation) who are most at risk of long-term unemployment and who may need extra individualised and ongoing support to connect to training and employment. This opportunity will follow on from our current contract with the Mayors' Taskforce For Jobs to help get young people into work. It will help break down the barriers which make getting and keeping a job difficult for some youth. We will also meet again with MP for Waitaki Jacqui Dean to update her in more detail on the possible future of local government.

This is all about taking the next step on the pathway to a better future for Waitaki. We are further along that pathway than some Councils, and the more we can lead the way, I believe the greater the rewards will be for Waitaki. Getting this right will help us all make Waitaki the best place to be!

Warm regards



Gary Kircher
Mayor for Waitaki

MEETINGS ATTENDED BY MAYOR GARY KIRCHER

2021

30 March	Real Classic Rock Radio Interview
30 March	Council Meeting
30 March	Councillor Briefing
30 March	Geopark Long Term Plan Discussion
31 March	Site Visit to Selwyn and Ashburton Sports and Events Centres
1 April	Meeting with Faye Ormandy and Mike Gray, Vanished World
1 April	Meeting with Stu Guthrie, Workbridge
1 April	Meeting with Waitaki Valley Medical Centre Chair
1 April	Meeting with Wayne Sim and others re Hazeldean Farm
3 April	Otematata Community Led Development Programme Consultation
6 April	Communications Portfolio Meeting
6 April	Councillor briefing
6 April	Executive Committee Meeting
6 April	Additional Council Meeting
6 April	Tour of Vanished World Sites and Centres
7 April	Corporate Planning Meeting
7 April	Mayor and Chief Executive Meeting
7 April	Meeting with Safiya Hunter – Tuia Programme
7 April	Meeting with Helen Algar QSM and Jenny Bean re Building Capability project
7 April	Sports and Events Centre Working Group
8 April	Meeting re Classic Car Rally
9 April	Meeting with Billy Guyton WBHS Sports Coordinator
9 April	Oamaru North School – Te Pakihi o Maru Blessing
9 April	NZ Institute of Economic Research presentation to LGNZ via Zoom
9 April	Meeting with Planning Manager Hamish Barrell
9 April	School Strike 4 Climate Waitaki
9 April	Cross Regional Three Waters Group Meeting via Zoom
9 April	Meeting with Semisi Tae'iloa – Counsellor course interview
10 April	Opening of the Service Hill Track
10 April	LTP “Getting Back to the Future” Event
12 April	Real Classic Rock Interview
12 April	45 South TV Interview
12 April	Mayor and Chief Executive Meeting
12 April	LTP “Let’s Talk Long Term Plan – Three Waters Live Session”
12 April	CCS Disability Action Meeting re LTP
12 April	Waitaki Youth Council Meeting
13 April	Council Workshops – District Plan Review, Rooding Policy, Duntroon Toilets, Whalan Lodge, Future of Tourism for Waitaki
13 April	Hearings/Deliberations (Awamoa Park Lease Consultation)
13 April	Councillor briefing
14 April	National Council Meeting
14 April	LTP “Let’s Talk Long Term Plan – Rooding Live Session”
15 April	Waitaki Lakes Shorelines Authorities Committee Meeting
15 April	Meeting with Cr-elect Jim Thomson
15 April	Meeting with MoH and Ministry for Pacific Peoples
16 April	Meeting with Plant Manager for Alliance Pukeuri, Phil Shuker
16 April	LTP “Let’s Talk Long Term Plan Financial Impact Live Session”
16 April	Meeting re Immigration case
18 April	Kakanui Spatial Plan and Otago Regional Council Presentation
18 April	Meeting Gary & Kerry Kircher with Alex & Elizabeth Parmley via Zoom
19 April	Draft Agenda Meeting

19 April	Additional Council Meeting to adopt LTP Consultation Document
19 April	Council Deliberations reconvened (Awamoa Park Lease Proposal)
19 April	A20 Governance Workshop – Mackenzie District Council and Waitaki District Council
19 April	Sustainable Building Services Business Case Workshop – Mackenzie District Council and Waitaki District Council
19 April	Mackenzie Basin Alignment Te Mokihi Co-Governance Meeting
19 April	LTP “Let’s Talk Long Term Plan – Waste Management Live Session”
20 April	Real Classic Rock Radio Interview
20 April	LTP Workshop – Budget Review
20 April	Meeting – Labour Weekend at Otematata
20 April	Meeting with Fulton Hogan General Manager South Island, Craig Stewart
20 April	Site Visit to Hazeldean with Councillors
21 April	Mayor and Chief Executive Meeting
21 April	Meeting with Safiya Hunter, Tuia Programme
21 April	Meeting with Finance and Corporate Development Manager Paul Hope and Victoria van der Spek – The Future For Local Government
21 April	Meeting with Tourism Waitaki GM, Margaret Munro
21 April	Meeting with Helen Stead re Railway Station
21 April	Meeting with Jan and Geoff Keeling, Duntroon
21 April	LTP “Let’s Talk Long Term Plan – Sports and Events Centre Live Session”
22 April	Meeting with Helen Stead and Gerard Quinn at Oamaru Railway Station
23 April	Meeting with Chris Luxon MP and Hon Jacqui Dean re Future For Local Government
23 April	Video to support Safer Waitaki Presentation
23 April	Meeting with Whitestone Contracting Chair and CEO, Michael de Buyzer and Glen Campbell
23 April	Meeting with Parks and Recreation Manager Erik van der Spek re TIF Application
23 April	45 South TV Interview
23 April	St Johns North Otago Awards
25 April	ANZAC Day Services – Oamaru Dawn and Main Parade, Alma, Palmerston
27 April	Real Classic Rock Radio Interview
27 April	Extraordinary Council Meeting
27 April	Committee Day Meetings
27 April	Councillor briefing
27 April	Meeting with Simon Neale
28 April	Mayor and Chief Executive Meeting
28 April	Meeting with Perpetual Guardian re Estate Elizabeth Forrester
28 April	Meeting with Potential Property Investors
28 April	LTP Consultation - Ngapara
28 April	LTP “Let’s Talk Long Term Plan – Climate Change Live Session”
29 April	Meeting with Ministry of Social Development Regional Commissioner, Jason Tibble
30 April	South Island Councils’ Three Waters Meeting in Christchurch
3 May	Draft Agenda Meeting
3 May	Funeral for Dave Cull, Dunedin
3 May	LTP Consultation – Hampden
3 May	Waihemo Community Board Meeting

4 May	Real Classic Rock Interview
4 May	Communications Portfolio Meeting
4 May	Council Workshops – Spatial planning, Cultural Facilities update
4 May	WBHS ANZAC Assembly
4 May	Elected Member Strategy Session
4 May	Community Meeting re Carbon Farming
5 May	Meeting with MBIE tourism specialist, Abby Cheeseman
6 May	Meeting with Heritage NZ CEO, Andrew Coleman
6 May	Meeting with Hon Nanaia Mahuta re South Island Councils' Three Waters concerns
6 May	Meeting with Hon Nanaia Mahuta re FFLG
7 May	The Breeze Radio Interview
7 May	Meeting with Safiya Hunter – Tuia Programme
7 May	Meeting with Fr Wayne Healey
7 May	LGNZ Discussion on Rural and Provincial meeting agenda via Zoom
9 May	LTP Consultation – Kurow
10 May	Mayor and Chief Executive Meeting
10 May	Draft Agenda Meeting
10 May	45 South TV Interview
10 May	LTP Consultation – Omarama
10 May	Ahuriri Community Board Meeting
10 May	LTP Consultation – Otematata

5.2 CHIEF EXECUTIVE'S REPORT FOR PERIOD ENDING 11 MAY 2021

Author: Fergus Power, Chief Executive

Attachments: 1. Chief Executive's Report for Period Ending 11 May 2021

RECOMMENDATION

That Council receives and notes the information.

PURPOSE

The attached report is provided to bring the Mayor and Councillors up to date with issues that have arisen since the previous full Council Meeting on Tuesday, 30 March 2021.

Chief Executive

REPORT

UPDATE FOR THE PERIOD ENDING
11 May 2021



Waitaki

DISTRICT COUNCIL
TE KAUNIHERA Ā ROHE O WAITAKI

1. INTRODUCTION FROM THE CHIEF EXECUTIVE



Hello, Kia ora koutou, Mālō e lelei, ofa lava, Kia orana, Ni sa bula vinaka, Fakatalofa atu, Malo Ni, Fakaalofa sahi atu, Mabuhay, Hola, Nǐ hǎo.

The Chief Executive Officer's regular reporting to Council provides an opportunity for elected members and the community to be aware of significant policy and strategic initiatives at international, national, regional, and local levels.

This is my last Chief Executive's Report to Council ahead of my departure on 4 June 2021, at which point Paul Hope will assume the role of Acting Chief Executive.

I have had the privilege of leading a truly spectacular team at Council for the last several years, and I thank each and every one of you for the dedication and professionalism that you display every day.

I particularly wish to thank Paul Hope (Acting Assets Group Manager and Finance and Corporate Development Group Manager) – soon to be Acting Chief Executive upon my departure), Lisa Baillie (Deputy Chief Executive and People & Culture Group Manager), Roger Cook (Acting Group Manager – Heritage, Environment and Regulatory) and Bill Chou (Information Services Group Manager) for their very able support over the past three months as Council's Executive Leadership Team (ELT) dealt with the departures of Neil Jorgensen (former Assets Group Manager) and Lichelle Guyan (former Heritage, Environment and Regulatory Group Manager).

Special thanks also to my Executive Assistant, Glyn Duero, who has ensured that the Office of the Chief Executive has ticked along like a finely tuned Swiss timepiece...

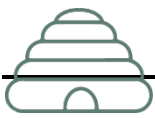
An interim ELT structure has been established and will remain in place pending any decisions regarding organisational structure by the incoming Chief Executive, Alex Parmley. Alex commences with Council on 19 July 2021, and I wish him well in his new role.

The next 18 months will be a transformational period for local government in Aotearoa New Zealand, and I will take great interest in the progress of these reforms from my vantage point on an island in the Andaman Sea, Thailand.

I wish elected members, staff, and the community a safe, healthy, prosperous, and happy future.

Be kind, and kia kaha

Fergus Power
Chief Executive



2. CENTRAL GOVERNMENT UPDATES

The Future For Local Government

An independent review of local government has been announced by the Minister of Local Government, the Hon Nanaia Mahuta. This is one of the most significant developments the sector has seen in decades. It will explore how councils can maintain and improve the well-being of New Zealanders in the communities they serve, long into the future.

The Terms of Reference (TOR) for the review can be accessed here:

<https://www.dia.govt.nz/Future-for-Local-Government-Review>

The overall purpose of the review is to “identify how our system of local democracy needs to evolve over the next 30 years, to improve the well-being of New Zealand communities and the environment, and actively embody the treaty partnership.”

This makes it a complete review of the system of local government, including the following:

- roles, functions, and partnerships
- representation and governance and
- funding and financing.

It is the first such review for approximately 20 years. In some respects, it is wider in scope than the review that rewrote the system legislation in 2001 and 2002 (giving us the Local Government Act, Local Electoral Act and Rating Act of today). That review introduced well-being into the purpose of local government but gave little attention to the specific functions of local government (providing the greater empowerment of section 12). Representation issues were largely untouched – for example, it is only this year that explicit consideration of Māori representation has taken place.

The Cabinet Paper acknowledges the cumulative impact of the ongoing water reform process that will see the establishment of new water services entities and the transferring of service delivery responsibilities, and the upcoming resource management reform processes.

The Government is seeking the following key outcomes:

- a resilient and sustainable local government system that is fit for purpose and has the flexibility and incentives to adapt to the future needs of local communities
- public trust/confidence in local authorities and the local regulatory system that leads to strong leadership
- effective partnerships between mana whenua, and central and local government in order to better provide for the social, environmental, cultural, and economic well-being of communities
- a local government system that actively embodies the Treaty partnership, through the role and representation of iwi/Māori in local government and seeks to uphold Te Tiriti o Waitangi and its principles through its functions and processes.

Taituarā considers the Review provides a positive means of better joining up the conversations currently going on across government. The true transformational opportunities lie, for example, in

using the so-called spatial plans as a vehicle for implementing a set of priorities and investments agreed by central government and local authorities (on behalf of local communities) rather than yet another plan.

The TOR acknowledges the role that the local government sector plays in placemaking and community well-being. The review is an opportunity for central and local government to identify how they can work better together to promote well-being (just as we argued in our Briefing to the Incoming Minister Managing for Community Well-being).

A genuine application of principles well-articulated by agencies, such as the Productivity Commission, is bound to identify opportunities for local government to better influence the design of services and other investment into the community. Programmes such as The Southern Initiative, Rotorua-Lakes Childhood Equity Programme and (more recently) the Hastings Place Based Housing Plan give ample examples of local leadership on issues previously deemed as ‘for the round building to solve’. This is not a purely transactional conversation.

And last but by no means least, the Review has been asked to consider the future funding and financing of the sector. This includes specific reference to the Productivity Commission’s report on Funding and Financing.

Membership

The Review Panel includes a wide variety of members with a background in local government. The members are:

- Jim Palmer (Chair), former Chief Executive Waimakariri District Council and former Chair of the Taituarā Business Performance Working Party and current Independent Chair of the Greater Christchurch Partnership
- Penny Hulse, former Deputy Mayor and Councillor, Auckland Council (and former member of the LGNZ National Council)
- Gael Surgenor, General Manager Community and Social Innovation, The Southern Initiative
- John Ombler, former Deputy State Services Commissioner
- Antoine Coffin, Te Onewa Consultants, Freshwater Commissioner, Specialist Māori Resource Management.

Timetable

The following are the key steps in the review:

- 30 September 2021 – an interim report presented to the Minister signalling the probable direction of the review and key next steps
- 30 September 2022 – draft report and recommendations to be issued for public consultation and
- 30 April 2023 – Review Panel presents final report to the Minister and Local Government New Zealand.

Implications for the Waitaki

This is one of the most significant changes to local government in a generation, and significant staff resources are / will be required to be directed to supporting elected members so that they can be as informed as possible in advance of any consultation / decisions that may be necessary as government implements reform. Naturally, this area of reform will also consume a considerable amount of elected member time, in addition to multiple other sector reforms underway.

Transforming Aotearoa New Zealand's Resource Management System

Since the Government's 10 February announcement that it will repeal the RMA (1991) and enact three new pieces of legislation this parliamentary term, the reform of our resource management system has been in full swing. The Government is using the expert review panel's recommendations (the Randerson Report) as the basis for reform. The three proposed Acts are:

- The **Strategic Planning Act** (SPA)
- The **Natural and Built Environments Act** (NBA)
- The **Climate Adaptation Act** (CAA)

The government believes that these new laws will create a faster, simpler way of protecting the natural environment, enabling development, and helping improve housing supply.

The government believes that they will provide a more effective role for Māori in the system, simplify planning while reducing costs and time, as well as improving our response to the effects of climate change.

Strategic Planning Act progress

The proposed Strategic Planning Act will ensure we have better, more integrated strategic planning for how a region will grow and change over time and how development will be provided for within environmental limits.

The proposed Strategic Planning Act provides for long-term regional spatial strategies that integrate land use planning, environmental regulation, infrastructure provision and funding, climate change responses and natural hazard risk reduction. These strategies will work alongside the proposed Natural and Built Environments Act and other key legislation covering climate change, transport, and local government.

As the new legislation integrates decision-making across a number of portfolios, the Government has decided to use a new way of collaborative working – a formal interdepartmental executive board – made possible under the Public Service Act 2020 to optimise the quality of input to the development of the Strategic Planning Act.

The new Strategic Planning Reform Board was established by the Public Service (Strategic Planning Reform Board) Order 2021 on 29 April. Membership of the Board includes the chief executives of:

- Department of Conservation
- Ministry for the Environment
- Department of Internal Affairs
- Ministry for Culture and Heritage
- Ministry for Primary Industries
- Ministry of Business, Innovation, and Employment
- Ministry of Housing and Urban Development
- Ministry of Māori Development – Te Puni Kōkiri
- Ministry of Transport; and
- Office for Māori Crown Relations – Te Arawhiti

NBA exposure draft – a key milestone

The proposed Natural and Built Environments Act is to be the replacement for the Resource Management Act (1991). The NBA's purpose will be to enhance the quality of the built and natural environments for the wellbeing of current and future generations. The NBA proposes a system of outcomes, limits and targets set through a national planning framework which will be incorporated into a combined plan – one per region – prepared by central government, local government and mana whenua.

The first milestone for the reform package will be the release of the exposure draft of the most important parts of the NBA legislation (an exposure draft is legislation that has not yet formally been introduced into Parliament and which is shared with the public for initial feedback and is designed to help speed up the process). The draft will be subject to a select committee inquiry beginning early in the second half of 2021 and likely to last for 12 weeks.

The exposure draft will include only these parts of the proposed NBA:

- Purpose (including Te Tiriti o Waitangi clause) and related supporting provisions
- Implementation principles
- National Planning Framework (key clauses, but not all that will be needed in the full bill)
- Natural and Built Environments Plan (key clauses, but not all).

The select committee will report its findings to Parliament and any changes will be made to the legislation before the full bill is formally introduced. Other components of the legislation that were not developed in time for the exposure draft will be decided by Cabinet before being included in the full bill.

It is likely that the Climate Adaptation Act will also be subject to a consultation process early in the second half of 2021.

The Strategic Planning Act will be developed in parallel to the NBA and will be closely aligned to the development of the CAA. They will all be subject to a full select committee process early in 2022 once these three bills have been formally introduced into Parliament. The aim is for all three bills to be passed into law this Parliamentary term.

Areas of interest for Taituarā¹

While Taituarā has an interest in the policy settings that the Government is developing, our primary interest is in what the reforms will mean for councils in a practical sense. We are interested in how the changes will be implemented; what the changes mean for existing council plans and processes; how councils will transition to the new system and how central government will support the transition; and how, and by whom, the transition and necessary changes to existing systems and processes will be resourced. We will be looking at the consequences of the reforms for the way councils go about their day-to-day business, and how they will need to adapt.

The success of any system change depends on how it is resourced and implemented, so Taituarā will be advocating strongly for the changes and support that councils need most to make the transition to the new system workable, efficient and cost-effective for their communities.

Taituarā intends to continue to work closely with LGNZ on areas of mutual interest and is also liaising with the New Zealand Planning Institute.

¹ Taituarā is the national membership organisation for Aotearoa New Zealand local government professionals.

Engagement with central government

Cabinet has agreed that select committee processes are the main mechanism for engagement with local government.

However, Taituarā is continuing to engage with central government officials on a regular basis, to keep updated on and contribute to the reforms as they progress, and to encourage and input into opportunities for local government engagement. Taituarā is actively highlighting the importance of central government focusing on how the transition to and implementation of the new system will be supported and resourced. Taituarā is also highlighting the need for councils to be provided with clarity around how to manage and prepare for the transition to the new system now (ie how to manage reviews of existing plans) with some urgency.

Recognising the important role that councils will play in transitioning to and implementing the reforms, the Ministry for the Environment (MfE) and the Department of Internal Affairs (DIA) have recently convened a Local Government Forum of Chief Executives to provide input into policy development (and Waitaki is active in this group). Taituarā continues to engage with the Local Government Forum, which has now met twice. Central government officials are engaging informally with a small group of mayors and are looking to establish additional reference groups to support their work over the coming months.

Review of the Making Good Decisions Programme

The Ministry for the Environment is reviewing the Making Good Decisions Programme – the approved accreditation qualification for hearings commissioners under section 39A of the Resource Management Act – looking at content, delivery, and effectiveness. The review will happen alongside the resource management system reform, including consideration of transitional arrangements to the new system.

- Phase 1 will run from March 2021 to December 2021 and will focus on how the current programme is meeting its objectives and what improvements can be made:
 - the review will explore how to better support Māori to undertake the training and become practising commissioners, increasing the diversity of hearings commissioners and decision makers. A findings report will be delivered in June 2021, based on interviews with council staff and elected representatives, experienced independent commissioners, and those who are accredited and waiting for an opportunity to sit on a hearing panel.
 - from July the review will focus on identifying possible complementary measures to assist commissioners who are aspiring to practise, examine RMA training provided by other agencies and recommend any changes to the structure and content of the training.
- Phase 2 will run from January to December 2022 and look at what changes may be required to the Programme to ensure it meets the needs of hearing and decision-making processes in the new system. For example, ensuring any new governance or decision-making committees have the training required to effectively carry out their functions within the new system.

Implications for the Waitaki

Again – this is a very significant area of reform, with the reform of the RMA being the largest of its kind since 1991. Consultation about, and implementation of, these reforms will also consume a very significant portion of staff and elected member time.

Resource Management updated everyday guides available

The 13 publications in the Ministry for the Environment's everyday guide to the RMA series have been updated to reflect the 2017 and 2020 amendments to the RMA.

The new guides have a refreshed design to make them more accessible and easier to read and will help councils with 'business as usual' as we transition to the new resource management system. They can be downloaded as PDFs from the Ministry website or read as HTML pages on the MfE website: (https://environment.govt.nz/publications/?type=18_169&topic=17_27) – or, under topics click on 'RMA' and under type click on 'Everyday Guides' to see the 13 publications.

Video update on the COVID-19 Recovery (Fast-track Consenting) Act 2020

The Ministry for the Environment's Fast-track Consenting Implementation team has created a series of videos to give an update on how the Act is progressing, as well as two videos that provide potential applicants with tips, tricks, and advice on their application.

They can be accessed here: https://www.youtube.com/playlist?list=PLcJ9Tc_Fo-NamTiv-7YJ185liwp9VKH-X

National Environmental Standard for Sources of Human Drinking Water – proposed amendments

The Ministry for the Environment is progressing work to amend the National Environmental Standard for Sources of Human Drinking Water (DW-NES). To support this programme, officials have been holding discussions with representatives from local government and iwi/Māori, and are planning further engagement.

The proposed amendments are aimed at:

- providing a consistent approach for how councils identify the spatial area where the DW-NES applies
- strengthening the current approach for assessing activities that could pose a risk to source waters
- ensuring that RMA decisions consider risks to source waters
- providing a staged approach for including smaller water supplies in the DW-NES.

To continue refining these proposals, the Ministry has held an online session on 28 April with representatives from regional special interest groups.

Our land 2021 shows impacts of demands on land in Aotearoa



The *Our land 2021* report, released in mid-April, presents new data on New Zealand's land cover, soil quality and land fragmentation.

The report, produced by the Ministry for the Environment and Statistics NZ, provides the most up-to-date estimates of New Zealand's land cover and associated land use and changes.

Our land 2021 explores the impact of New Zealand's growing population, export-driven economic growth, and the demand for housing in the future. Overseas market demands are placing significant and growing

demands on our land use. Most of our agricultural and forestry products are exported and come from about half of New Zealand's land area.

While urban land cover (towns and cities) makes up only around one percent of total land area in New Zealand, it is home to 87 percent of our population. Urban and residential expansion is continuing onto highly productive land (about 15 percent of our land) which creates tension between the use of land for housing and land for agriculture.

This results in complex trade-offs, as using land that is not highly productive for food growing results in lower yields unless more intensive land management approaches are used. Intensive land management brings with it the risks of degrading the quality and health of the soil and the wider environment. Climate change and a growing population are likely to make future choices more difficult.

The area of highly productive land unavailable for agriculture (because it had a house on it) increased by 54 percent since 2002 (from 69,920 hectares in 2002 to 107,444 hectares in 2019).

The report includes new and updated indicators that provide invaluable information on changes to New Zealand's land and soil. There are, however, knowledge gaps and better and more targeted data is needed to understand the impact of intensive land use, particularly on native ecosystems.

Key facts from the report:

- The number of consumers in New Zealand is projected to reach 6.8 million by 2073 having passed 5 million in June 2020. This will continue to drive the demand on land to supply food, housing, and opportunities for recreation.
- About half of the total land area in New Zealand is used for agriculture, forestry, and housing: land cover exotic grassland 40%, exotic forestry 8%, cropping and horticulture 2%, urban 1%, native land cover 49%. (Note: These percentages exclude lakes and rivers.)
- 87 percent of the population live in towns and cities. About 80 percent of our population growth for 2018–43 is expected to be in the main urban centres.
- 15 percent of land is particularly good for food production. This highly productive land has a good climate, suitable soil, and is flat or gently sloping. Here, less irrigation and fertiliser are needed to grow food than in other areas. Highly productive land is often on the fringes of our cities.

-
- Highly productive land became more fragmented between 2002 and 2019, especially through residential development of land sized 2–8 hectares (lifestyle blocks are about 5 hectares on average). The area of highly productive land that was unavailable for agriculture (because it had a house on it) increased by 54 percent during this period, from 69,920 hectares in 2002 to 107,444 hectares in 2019.
 - The total area of land used for agriculture and horticulture has been decreasing since 2002 with an overall reduction of 1,878,409 hectares (14%) between 2002 and 2019, and a reduction of 207,747 hectares (2%) between 2017 and 2019. The number and size of farms has decreased during the same period, with a reduction of 19,980 farms (29%) and 2,028,710 hectares (13%) between 2002 and 2019. However, the export income from farming products has increased, from \$23 billion in 2010 to \$44 billion in 2019 (primary industries export revenue excluding seafood).
 - Dairy cattle numbers have more than doubled since the 1980s, rising from 3 million to almost 7 million in 2015, with more than 6 million in 2019.
 - The use of irrigation, especially on land used for dairy farming, has nearly doubled since 2002. In 2019, 5 percent (735,073 hectares) of agricultural land in New Zealand was irrigated, with dairy farming making up 58 percent of irrigated agricultural land in 2019.
 - The sale of phosphorus fertiliser peaked in 2005 at 219,000 tonnes per year. It has reduced since then, with 154,000 tonnes sold in 2019. The sale of nitrogen fertiliser increased sharply from 62,000 to 452,000 tonnes per year between 1991 and 2019.
 - Nationwide, 80 percent of monitoring sites failed to meet the targets for at least one soil quality indicator. No declining or improving trend in soil quality was observed for 1994–2018.
 - Macroporosity - a measure of pore spaces in soil and a potential indicator of soil compaction - was below the target range in 65 percent of dairy farming sites, 48 percent of drystock farming sites and 46 percent of orchard/vineyard sites sampled between 2014 and 2018. No decreasing trend or improvement in macroporosity was found in drystock farming or in dairy farming from 1995 to 2018.
 - Levels of Olsen phosphorus, an indication of soil fertility, were above the recommended target range for 61 percent of the dairy farming and cropping sites, and 46 percent of orchard/vineyard sites sampled between 2014 and 2018. High levels of Olsen phosphorus in the soil indicate that too much fertiliser has been applied.

The *Our land 2021* report can be accessed here: <https://environment.govt.nz/publications/our-land-2021/>

3. LOCAL GOVERNMENT AND POLICY UPDATES



Computer monitoring of forest water flows

The University of Waikato and Crown Research Institute Scion are working together to improve New Zealand's water quality and availability by unlocking the secrets of how water flows through New Zealand forests.

Using radar technology, developed by NASA, that allows them to scan entire forests by plane, and thousands of wireless sensors in the ground and attached to trees, in seven forests throughout New Zealand, Scion will collect data every hour to understand how water flows through our forests and how we can harness that to improve water quality and availability.

The \$13.7 million project, called Forest Flows, runs over five years, and is funded by the Ministry of Business, Innovation and Employment (MBIE). Scion has signed an agreement with the University of Waikato to set up the data management for the project and for the information to be analysed on a new platform using artificial intelligence and machine learning, also funded by MBIE.

Scion's Programme Leader, Dr Dean Meason, has indicated that, as there was increasing demand to address water quality and availability for both rural and urban populations, how planted forests were operating in our landscapes became part of solving the puzzle.

His view is that, while there is a perception that planted forests are a competitor for water by downstream users, there is some evidence from overseas that they can actually be beneficial.

He has also stated that there is international evidence that planted forests have the ability to act like a sponge to hold water in winter and increase the water flows during the summertime, and that there is also some evidence they have the potential to clean up the water from agriculture.

The missing piece has been having a better hydrological understanding of how water is used by forests and the real time data Forest Flows is collecting, alongside the University of Waikato's expertise in analysing the data, would provide that.

Forest Flows uses P-Band Radar, developed by NASA, that can measure moisture to a depth of 1.5 metres from a plane flying overhead. This, alongside LiDAR imaging which maps the earth's surface and hyperspectral imagery thereby allowing researchers to see beyond what is visible to the eye, will then generate detailed forestry maps.

Wireless sensors on the ground and in the trees in seven forests throughout New Zealand, all connected to each other, then measure factors including the trees' water use and nitrate levels in the water hourly.

The data will be analysed on TAIIO (Time-Evolving Data Science / Artificial Intelligence for Advanced Open Environmental Science), a platform designed to collect huge data sets and allow researchers and scientists to analyse them in ways they have never done before. TAIIO has received \$13 million in funding from MBIE.

Collaborative partners in the Forest Flows project include NIWA, University of Auckland and the University of Southern California. Collaborative partners in TAIIO include University of Auckland, the University of Canterbury, MetService and Beca.

Implications for the Waitaki

It would be helpful if any models generated from the Forest Flows research programme also addressed issues relating to the very different ecosystems operating within North Island, and South Island, forest environments / ecosystems.

Airbnb and the housing crisis

A University of Waikato study² has found that Airbnb is not wholly to blame for the shortage of rental housing in the popular surf town of Raglan, New Zealand. The study was prompted by concern about landlords ousting local tenants before summer to take advantage of high nightly rates via Airbnb.

The holiday rental company has been accused of contributing to housing shortages around the world; however, its impact in Raglan was found to be a symptom of wider social factors. These included population growth outstripping new home builds – during 2007–2017 the town's population increased by 21% to 3,300 people, but available housing increased by only 5%.

Feeling the effects of the housing crisis

Led by Professor Chris Ryan at the University of Waikato, the study investigated 'housing stress' among Raglan residents and homeowners, with 395 survey responses and 25 in-depth interviews.

The survey showed 16.5% of respondents were anxious or very anxious about finding somewhere to live, and 15% had similar levels of concern about meeting either rent or mortgage payments. Almost a quarter of respondents were worried about being able to own a house in Raglan in the next five years, and when asked about their rental arrangements, 62% of those who responded said they did not feel secure.

About 10% of survey respondents were living in something other than a conventional house, such as a shed, car, garage, cabin, or tiny house.

Professor Ryan says the study shows significant levels of housing stress in Raglan. "The results we see are consistent with national levels of concern around housing, but with some particular characteristics owing to this being a holiday town. Raglan's relaxing lifestyle, beautiful landscapes, and proximity to major cities make it very attractive to out-of-town investors. This means approximately one third of homes are now owned by non-residents."

² This research was undertaken within the United Nations World Tourism Organization's programme of the International Network of Sustainable Tourism Observatories. It was funded by the Waingaroa Raglan Accommodation Project, The WEL Energy Trust and the University of Waikato Summer Research Programme for students.

Airbnb an exacerbating factor

Professor Ryan says that, when Airbnb launched in New Zealand in 2015, it initiated a change in the Raglan marketplace for rented accommodation. According to local estate agents, the provision of longer-term rented accommodation effectively dried up as owners took to the internet for summer lets. However, Professor Ryan's research showed that Airbnb was not the principal cause of rental shortages, but that it was exacerbating the undersupply of housing.

Professor Ryan suggested that low interest rates and strong domestic tourism mean Raglan's housing issues look set to continue without active intervention.

What are the solutions?

Professor Ryan has suggested that one obvious solution to relieve the pressure on house prices is to build more housing – but it has to be the right kind of housing – affordable housing.

A new development of up to 500 homes on Raglan's Rangitahi Peninsula is unlikely to ease the shortage, with prices well beyond the budget of most local first-home buyers, and anecdotal evidence suggesting 50% of purchasers were from outside Raglan.

Government intervention could also help incentivise long-term rental. Professor Ryan has noted that other studies have proposed restrictions on the number of days a property may be rented for short-term stays, and differential property taxes that distinguish between rentals for long-term versus short-term stays.

The Whaingaroa Raglan Accommodation Project (which commissioned the study) has considered several approaches to address housing stress. These include 'rent to buy' proposals, reverse mortgages so elderly people can use their existing property to pay for care while releasing a home for rental, and the involvement of charitable groups such as Habitat for Humanity.

The research paper relating to the above can be accessed here:

<https://www.tandfonline.com/eprint/ND7AKBGKNRRQC3IMGVWY/full?target=10.1080/09669582.2020.1860073>

Other research papers relating to Airbnb can also be located here:

Queenstown, Aotearoa New Zealand:

<https://www.tandfonline.com/doi/full/10.1080/09669582.2020.1802469?src=recsys>

World-wide

<https://www.tandfonline.com/doi/full/10.1080/13683500.2018.1504899?src=recsys>

On 26 May 2021, Infometrics published a graphic showing the change in rental property prices for various districts (on next page):

Rise in residential rents from 2015 to 2020

Median rents December 2015 and December 2020

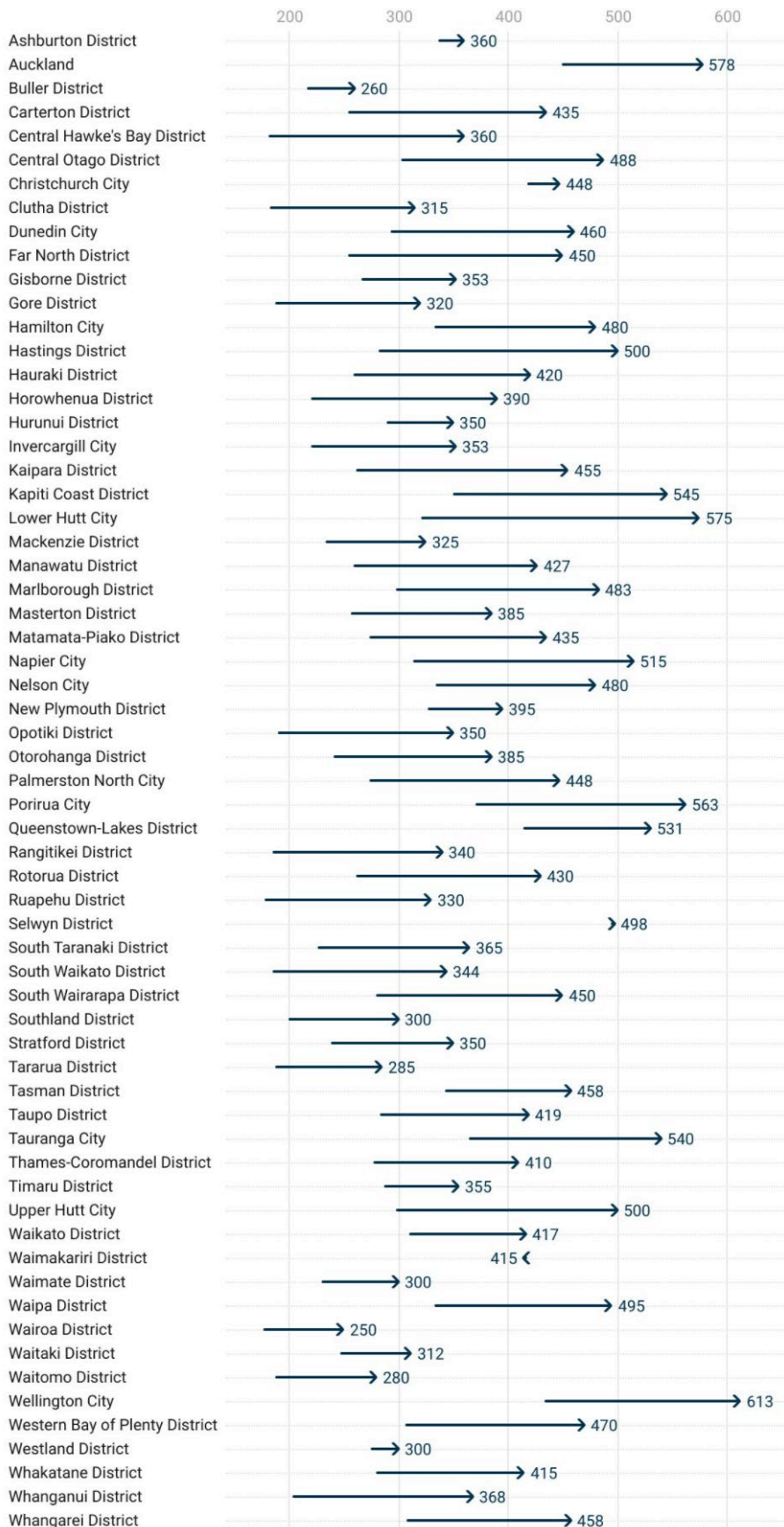


Chart: Nick Brunsdon • Source: MBIE • Created with Datawrapper

Implications for the Waitaki

Council should continue to monitor Airbnb activity within the district in order to judge whether any intervention is necessary in the future.

Discovery of southern-most kumara pits

Research has been undertaken into the age of kumara pits discovered 30 kilometres north of Dunedin led by Associate Professor Ian Barber of the University of Otago's Archaeology Programme, the input of radiocarbon expert and co-author Professor Tom Higham of Oxford University, and in consultation with mana whenua. Statistical modelling has dated the Pūrākaunui pits by radiocarbon to the very tight range of 1430–1460 CE at 95 per cent probability, making it some of the most accurate carbon dating to have taken place in New Zealand. The dating adds weight to local Māori oral tradition of kumara existing in the North Otago Huriawa Peninsula headland and the findings are welcomed by mana whenua.

Further information can be accessed here:

<https://www.otago.ac.nz/news/news/releases/otago827001.html>

Licensed Building Practitioners scheme

MBIE seeks feedback on the discussion document Licensed Building Practitioners Regime to find out if the key elements of the scheme are working. The scheme was introduced in 2007 to ensure practitioners undertaking residential building work are competent. Feedback is sought on Licensed Building Practitioner's (LBP's) ability to supervise non-LBPs undertaking restricted building work; licensing classes; and if the minimum standards of competency remain appropriate. Amy Moorhead (Building Policy Manager) said that, based on feedback, MBIE will strengthen the scheme where necessary to keep it fit for purpose.

Further information can be accessed here: <https://www.mbie.govt.nz/dmsdocument/14129-lbp-scheme-supervision-licence-classes-and-minimum-standards-for-competence>

Submissions close on 31 May 2021.

Independent Review - Lead in the Water

The public health response to the Waikouaiti water supply lead contamination was 'timely and appropriate' according to an independent review. Researchers Dr Heather Unwins-England and Dr Jill McKenzie found that communication and community engagement by Public Health South (PHS) and Dunedin City Council were good, and internal procedures were followed by PHS and the Ministry of Health, ensuring excellent management of the event. The report makes 12 recommendations, mainly for Taumata Arowai, the national water regulator which will begin operating early July. Director-General of Health Dr Ashley Bloomfield agreed to contact registered drinking water suppliers and laboratories to remind them of requirements and expectations, in line with four recommendations. Associate Minister of Health Ayesha Verrall forwarded the researchers' concerns about plumbing standards to Building and Construction Minister, Poto Williams. The review is accessible here:

<https://www.health.govt.nz/system/files/documents/publications/final-report-health-response-into-waikouaiti-water-supply-lead-contamination31mar2021.pdf>

Implications for the Waitaki

Officers will continue to monitor implementation of the report's recommendations to Taumata Arowai and proactively implement changes where necessary.

Dawn Aerospace benefits from space collaboration with Germany

At the 2018 International Astronautical Congress in Bremen, a Letter of Intent was signed between MBIE and the German Aerospace Centre to enable joint research collaboration. Research, Science and Innovation Minister Megan Woods has now announced that 12 New Zealand organisations (including Dawn Aerospace) have been chosen to work with experts at the German Aerospace Centre to complete feasibility studies related to propulsion, space communications, and remote sensing technologies. Woods said the feasibility studies will lead to some larger collaborations as well as closer to home benefits, noting that remote sensing technologies have potential for monitoring the change in oceans and searching for vessels, pollutant spills, and sea ice. The Minister said that MBIE's \$28 million Catalyst Fund has allocated approximately \$900,000 in funding to the 12 space technology projects. Woods said the recipients range from universities and research organisations to start-up enterprises and the funding will contribute to studies that are essential for research and innovation. A list of the 12 projects can be accessed here:

<https://www.mbie.govt.nz/science-and-technology/science-and-innovation/funding-information-and-opportunities/investment-funds/catalyst-fund/catalyst-strategic-new-zealand-dlr-joint-research-programme-december-2020/>

Hydrazine has been the main fuel used in orbital and launcher propulsion systems for 50+ years. The technical heritage and industry-use of this fuel is extensive, but it is deadly toxic and extremely bad for the environment. According to Airbus, hydrazine represents a \$2B per annum problem for the European space industry as the EU is likely to ban its use soon. There are no viable alternatives that meet customer needs. Dawn Aerospace is fast on track to implement a solution to this problem, having demonstrated a high chance for commercial success.

Replacement fuels, like ADN (LMP-103S) or HAN, were once considered promising substitutes. Due to significant design and operational problems, large manufacturers are not selecting them as viable replacements. Dawn Aerospace has developed technology that uses commonly available fuels to not just replace hydrazine, but to significantly enhance customer capabilities too.

Dawn Aerospace first developed safe, reliable and affordable propulsion technology for the nanosatellite industry, an industry that is rapidly growing and unable to use Hydrazine-based systems. Dawn's technology is quickly gaining international traction and exposure to the wider satellite industry and NASA, but there are several technical barriers currently halting broad industry adaption. This project aims to take away those barriers.

With pressing interest from space agencies and the world's largest satellite manufacturers, Dawn's CubeDrive and SatDrive propulsion technology has the most potential to solve this looming problem and become the space industry's most viable hydrazine alternative.



Implications for the Waitaki

Dawn Aerospace has selected Ōamaru Airport for operational testing of its DAWN Mk-II AURORA space planes. MBIE / Ministerial recognition of the potential of the company bodes well for both the company, and for the ongoing relationship between Council and Dawn Aerospace.

4. GENERAL MANAGEMENT

Personnel Management

Since my last report, the following staff movements have occurred:

Comings:

Debbie Holmes – Aquatic Centre Customer Liaison Representative

Goings:

Marina Benade – Library Assistant

Tracey Marshall – RAMM Data and Systems Support

Wendy Gillett – Regulatory Administrator

Victoria O'Toole – Business Administrator (Three Waters)

Vernon Hayes – Building Maintenance Tradesperson (Retirement)

5. HEALTH AND SAFETY

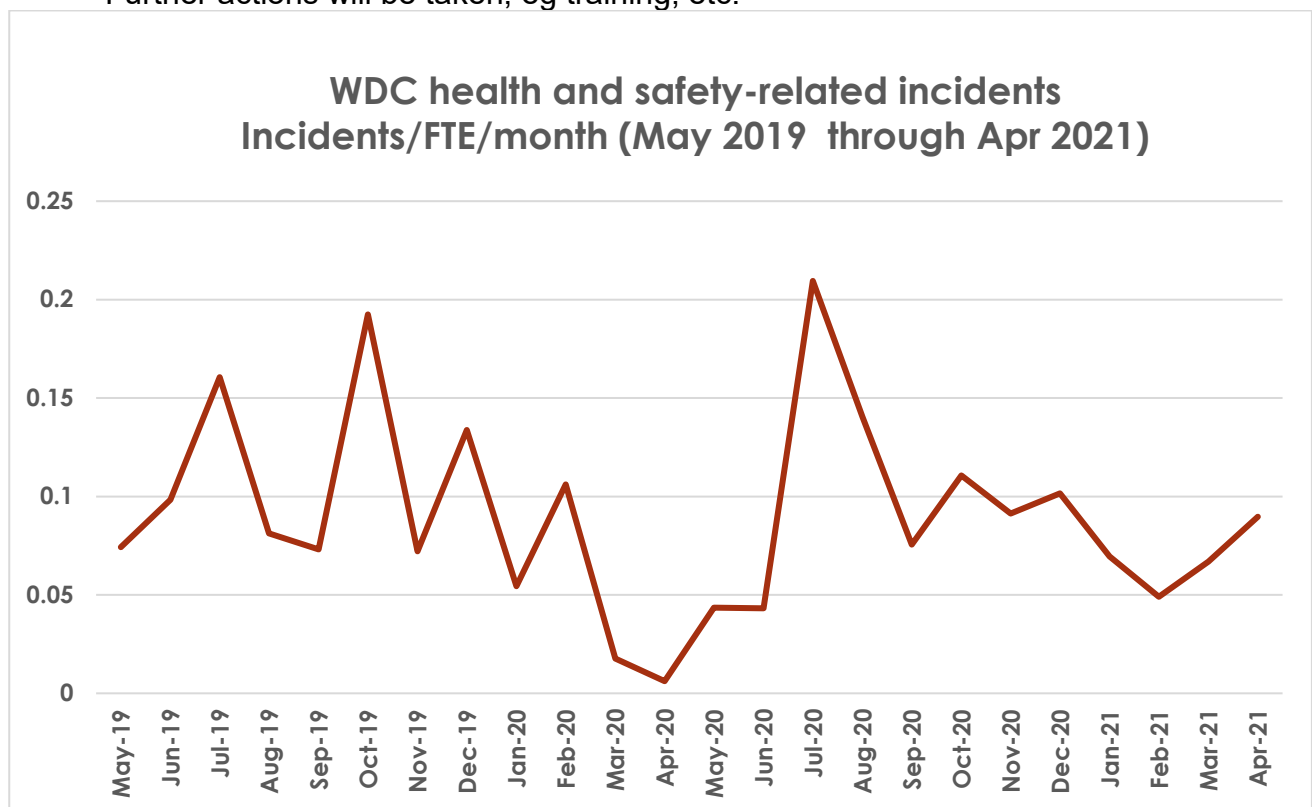
Category	March	April
Near Miss	0	0
Injury - Clients	6	13
Injury - Workers	5	2
Incident Only	0	1
Environmental	0	0
Property	1	0

Notes re March incidents:

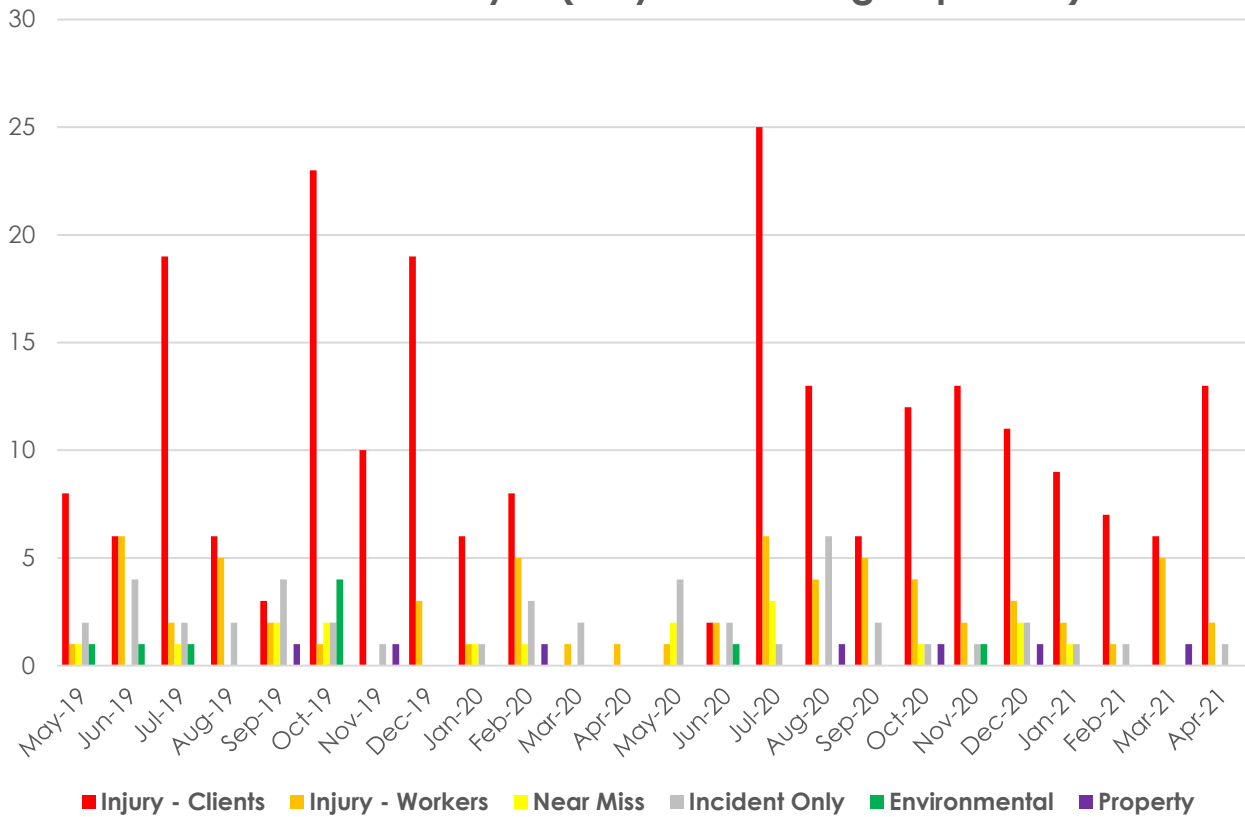
1. Injury to clients – most are pool related minor injuries.
2. Injury to workers – 4 were abuse incidents and 1 slip and fall incident.
3. Property – vandalism picking off paint at the pool. The CCTV was reviewed.

Notes re April incidents:

4. Injury to clients – 12 injuries were pool related and 1 at the Ōamaru Library.
5. Injury to workers – both incidents are abuse related and have been investigated. Further actions will be taken, eg training, etc.



WDC Health & Safety-Related Incident Analysis (May 2019 through Apr 2021)



6. PROPERTY SETTLEMENTS

There were no property settlements between the period of the last report to date.

7. EXTERNAL MEETINGS ATTENDED

31 March	Meeting with Glen Perham (owner of the <i>Kapa</i>) and Richard Cruice
8 April	Meeting with Margaret Munro, GM Tourism Waitaki
12 April	Meeting with Suzette van Aswegen, Mackenzie District Council CEO via Zoom
14 April	Te Mōkihi Programme - Mackenzie Chief Executives via Zoom
14 April	Waka Kotahi National Land Transport Programme Zoom Meeting
15 April	Meeting with Tim Mulcock, Mackenzie District Council and Erik van der Spek
15 April	Meeting with Suzette van Aswegen, Mackenzie District Council CEO
16 April	Meeting with Richard Cruice
23 April	Meeting with Chris Luxon MP, Timaru
23 April	Meeting with Sarah Gardner, Steve Rushbrook (ORC) and Renee Julius
27 April	Ōamaru Whitestone Civic Trust Annual General Meeting
28 April	Meeting with Simon Neale (independent Member, PAR Committee)
29 April	Meeting with Alex Parmley (incoming CEO) via Zoom
29 April	Meeting with Jason Tibble and Kathy Gibbs, Ministry of Social Development
29 April	Teleconference with Glen Perham, owner of the <i>Kapala</i>
29 April	Meeting with Jamie Stodler,
29 April	Meeting with Dave Eggers (ICT Leader at Methodist Mission Southern), Helen Algar, Paul Hope
30 April	Long Term Plan Drop in Sessions (Duntroon and Waitaki Bridge)
3 May	Canterbury Chief Executive's Forum, Selwyn
4 May	Otago Chief Executive's Meeting via Zoom

6 RECOMMENDATIONS FROM COMMITTEES REPORTS

6.1 RECOMMENDATIONS OF THE ASSETS COMMITTEE MEETING HELD ON 27 APRIL 2021

Author: Ainslee Hooper, Governance and Policy Advisor

Authoriser: Lisa Baillie, People and Culture Group Manager

6.1.1 ROAD STOPPING – 136 AND 144 HAVEN STREET, MOERAKI

RESOLVED AC 2021/016

Moved: Deputy Mayor Melanie Tavendale

Seconded: Cr Colin Wollstein

That the Assets Committee recommends:

That Council:

1. Agrees to stop a portion of the road on Haven Street, Moeraki, as described in Attachment 1, and transfers the land to the adjoining owners James Barrie McMillan and Stephanie Jayne McMillan (Section 1 and 2) as well as BTB Enterprises Limited (The Moeraki Tavern) (Section 3); and
2. Delegates authority to the Chief Executive to negotiate the disposal of the associated land.

CARRIED

6.1.2 ROAD STOPPING – 1146 SMITH ROAD, LIVINGSTONE

RESOLVED AC 2021/017

Moved: Mayor Gary Kircher

Seconded: Deputy Mayor Melanie Tavendale

That the Assets Committee recommends:

That Council:

1. Agrees to stop a portion of the unformed road on Smith Road, Livingstone, adjacent to OT166/275, as outlined in Attachment 1, and transfers the land to the adjoining owners' title; and
2. Delegates authority to the Chief Executive to negotiate the disposal of the associated land.

CARRIED

6.1.3 PALMERSTON PROPERTY DISPOSAL

RESOLVED AC 2021/018

Moved: Deputy Mayor Melanie Tavendale

Seconded: Mayor Gary Kircher

That the Assets Committee recommends:

That Council:

1. Approves the fee simple land situated at 24 Runbrake Street (Palmerston) described as Section 1, Block XIX, Town of Palmerston and 38 Stromness Street, Palmerston described as Section 2, Block XIX, Town of Palmerston is made available for sale, and
2. Authorises the Chief Executive to take the relevant action.

CARRIED

**6.2 RECOMMENDATIONS OF THE WAIHEMO COMMUNITY BOARD MEETING HELD ON
1 MARCH 2021**

Author: Ainslee Hooper, Governance and Policy Advisor

Authoriser: Lisa Baillie, People and Culture Group Manager

6.2.1 PALMERSTON A&P LEASE FOR STOCKYARDS

RESOLVED WCB 2021/003

Moved: Mr Paul Roy

Seconded: Mrs Carol Watson

That the Waihemo Community Board recommends:

That Council:

1. Agrees to consider leasing part of Palmerston Domain to the Palmerston A&P Association for the construction of Horse Yards, subject to agreement on lease terms and conditions and public notification.
2. Considers any submissions from the public notification process before giving final approval.
3. Agrees to charge a peppercorn rent.

CARRIED

ABSTAINED: KATRINA DODD

Officer Update: The lease was subsequently notified, and no submissions were received.

7 DECISION REPORTS

7.1 ROAD NAMING - HOLMES HILL ESTATE SUBDIVISION

Author: Emily Somerfield, Planner

Authoriser: Roger Cook, Acting Heritage, Environment and Regulatory Group Manager

Attachments: 1. Holmes Hill Estate Subdivision Plan

RECOMMENDATION

That Council approves the recommended road name for the section of road created by the subdivision at 95A Wansbeck Street, Ōamaru 9401, being Royal Oak Crescent.

DECISION OBJECTIVE

To approve the naming of the section of the road created by the subdivision at 95A Wansbeck Street, Ōamaru 9401.

SUMMARY

It is proposed that Council approve a name for the section of the road created by the subdivision at 95A Wansbeck Street, Ōamaru 9401.

Daniel Carson approached the Waitaki District Council on behalf of the applicant (McBrimar Homes) for road naming.

DECISION-MAKING EXPECTATIONS

Governance Decision-Making:	For Council to approve a new road name for the section of road created by the subdivision at 95A Wansbeck Street.
-----------------------------	---

Operational Decision-Making:	N/A
------------------------------	-----

Communications	N/A
----------------	-----

SUMMARY OF DECISION-MAKING CRITERIA

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

BACKGROUND

Section 319 of the Local Government Act 1974 gives Council authority to name roads, and the Waitaki District Council Road Naming Policy 2017 outlines the requirements for selecting names for new roads.

Holmes Hill Estate was granted subdivision consent 202.2019.1343 in October 2019 to subdivide land at 95A Wansbeck Street. The land is legally described as Lot 13 DP9433 (CR OTA2/1152), Lot 1 DP 302133, Pt Lot 1 DP 5893, and Lot 2 DP 11323 (CR 8439). The site is shown below in Figure 1.

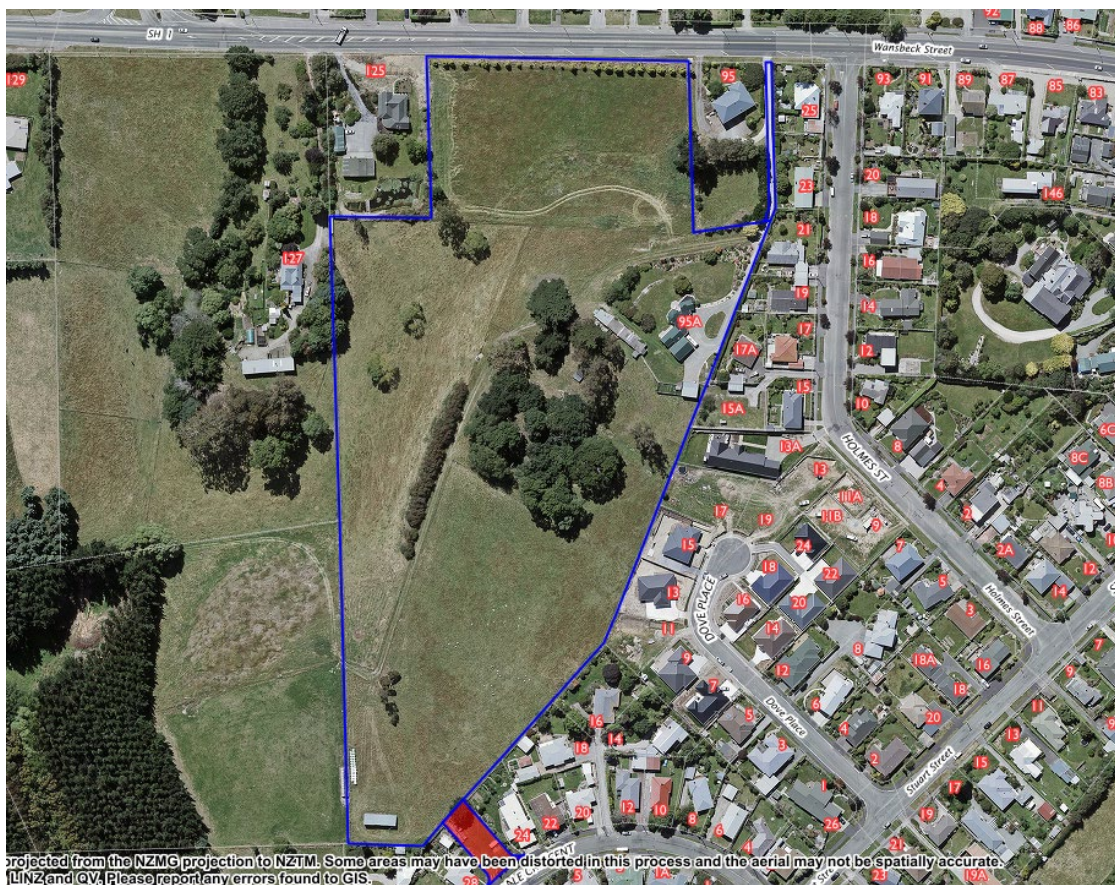


Figure 1. Site of the subdivision and associated new road.

Under Rule 14.4.2.3(1)(c) of the District Plan, any vehicle access to a road serving more than 10 residential units needs to occur directly via a legal road. As part of the subdivision consent, two Lots (Lot 100 and Lot 102) were vested as road to Council and named 'Clydesdale Drive' by Councillors as per Council's road naming process in December 2020.

Subsequent variations to the original subdivision (Resource consent 201.2019.1343/4) have resulted in a further road being created (Lot 103). Lot 103 will be a one-way street, with vehicles entering only from its southern junction with Clydesdale Drive, and exiting via the northern junction with Clydesdale Drive. A site plan is provided in Attachment 1.

This new road now requires naming, in accordance with the Australian New Zealand Standard – Rural and Urban Addressing 4819:2011. The Planning Department required the developer to start the process for road naming prior to obtaining a section 224 certificate for the subdivision, as per conditions 7.19 and 7.20 of their subdivision consent (202.2019.1343/4).

The developer is waiting for a road name to be approved by Council so that the post and name sign can be ordered, and the bond currently held by Council can be refunded.

As per the Council's Road Naming Policy 2017, the applicant was asked to provide three names in a preferential order of high to low.

The applicant has proposed three names for the main Holmes Hill Estate road (Lot 103) in a preferential order:

- Royal Oak Crescent
- Cheviot Crescent
- Nobleman Crescent

SUMMARY OF OPTIONS CONSIDERED

Holmes Hill Estate was once part of Awamoa, a 4,000-acre estate owned by the Honourable Matthew Holmes in the late 1800s. The main homestead is known today as "The Manor" on Perth Street, and the land Holmes Hill Estate encompasses once housed a stable and yards. The applicant has researched the history around Holmes Hill Estate and suggests the following road names for consideration:

Option 1 – Royal Oak Crescent

As well as being a runholder and politician, the Honourable Matthew Holmes also imported and bred pedigree stock, including long-woolled sheep and Clydesdale horses. The first of the imported sires for his Clydesdale Stud was named *Royal Oak* and is the preferred road name for the new road being created as part of the subdivision.

Option 2 – Cheviot Crescent

The second road name option refers to a ship called the Cheviot. The Cheviot was one of two large ships that arrived with full cargoes of station implements and stock for the New Zealand and Australian Land Company, of which Mr. Holmes was general manager for New Zealand. He acquired extensive properties for the company in Canterbury, Otago and Southland and purchased Awamoa in 1861 for himself for £1-2 pounds an acre.

Option 3 – Nobleman Crescent

Nobleman was the name of the first horse which appears on record and is the applicant's third suggestion for the new road name.

ASSESSMENT OF PREFERRED OPTION

The applicant's preferred road names have been checked against the requirements of the Road Naming Policy and against Council's Road Assessment and Maintenance Management Software (RAMM) and by the Roding Department. They have also been reviewed by Land Information New Zealand (LINZ). The applicant's road name preferences meet the policy requirements, and they do not interfere with the internal 'RAMM' review. LINZ has also confirmed that the proposed names are all acceptable.

The need for specific consultation with Takata Whenua regarding the proposed road names has been considered. As the land in question is not identified as being within or near an area of cultural significance, is not a statutory acknowledgement area, and the proposed road names themselves contain no reference to Te reo Māori or Tikanga Māori, such consultation is not considered to be warranted.

In accordance with the Road Naming Policy, Council will lodge the new road names with the Registrar-General of Land and the Surveyor-General and the applicant will pay for the required signs and installation.

Therefore, it is recommended that Council approves the name “Royal Oak Crescent” for the section of the road created by the subdivision at 95A Wansbeck Street, Ōamaru 9401.

CONCLUSION

The developer of the subdivision at 95A Wansbeck Street, Ōamaru 9401, has applied for a road name for the road that is created as part of the Holmes Hill Estate. It is recommended that Council approves the name ‘Royal Oak Crescent’ for the new road.

ADDITIONAL DECISION-MAKING CONSIDERATIONS

Outcomes

We keep our district affordable

We enable opportunities for new and existing business

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

We understand the diverse needs of our community

Waitaki’s distinctive environment is valued and protected

We maintain the safest community we can

Policy and Plan Considerations

The Waitaki District Plan requires any road serving more than 10 residential units to be vested in Council as a road under Rule 14.4.2.3(1)(c). As the subdivision at 95A Wansbeck street is creating 57 allotments, Lot 103 of this subdivision is to be vested as road in Council. It now requires naming in accordance with Council’s Road Naming Policy 2017.

As conditions of consent, the applicant must vest Lot 103 as road in Council, name this road in accordance with the Waitaki District Plan and Road Naming Policy, and install a specified post and name blade before applying for section 224 certification (Conditions 7.19 and 7.20).

Community Views

The applicant has chosen three preferred name options for the new road in accordance with Council’s Road Naming Policy 2017. These names reflect the history of the area and of the previous occupiers of the land.

Financial Considerations

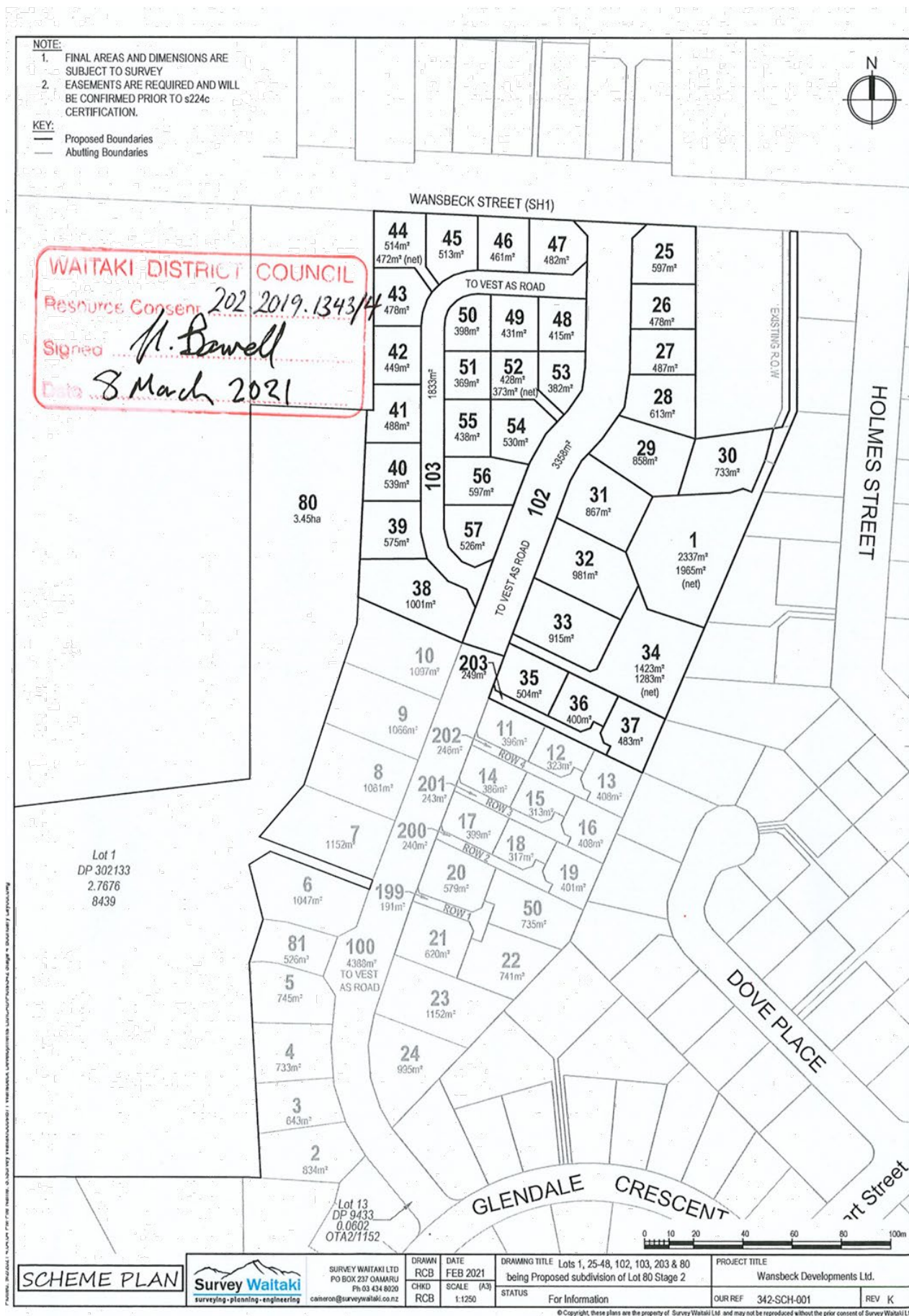
As per Condition 7.20 of the applicant’s subdivision consent, the consent holder is responsible for the costs associated with installing the specific post and name blade.

Legal Considerations

The proposed road names have been checked against Council’s Road Assessment and Maintenance Management Software (RAMM) and have been reviewed by LINZ. In both cases, the proposed road names are considered acceptable.

Publicity and Community Considerations

As a large subdivision in the centre of Ōamaru, there is public interest in the subdivision at 95A Wansbeck Street, and consequently in the name of the new road.



7.2 ADOPTION OF UPDATED LOCAL GOVERNANCE STATEMENT - MAY 2021

Author: Ainslee Hooper, Governance and Policy Advisor

Authoriser: Fergus Power, Chief Executive

Attachments: 1. Local Governance Statement 2019 - Revised for Adoption on 11 May 2021 - DRAFT

RECOMMENDATIONS

That Council:

- (a) Adopts an updated Waitaki District Council Local Governance Statement (with effect from 11 May 2021), based on the attached draft with any amendments agreed at this meeting; and
- (b) Instructs officers to make the adopted updated version publicly available on its website, and from the Office of the Council in Ōamaru and the Waihemo Service Centre in Palmerston.

DECISION OBJECTIVE

To seek Council's approval for an updated Local Governance Statement (effective 11 May 2021) to incorporate recent changes to the membership of Council in the Waihemo Ward and to the Committees' structure.

SUMMARY

Under Section 40 (1) of the Local Government 2002 Act, councils must prepare and make publicly available, following the triennial election of members, a local governance statement which includes information on:

- (a) The functions, responsibilities, and activities of the local authority; and
- (b) Any local legislation that confers powers on the local authority; and
 - (ba) the bylaws of the local authority, including for each bylaw, its title, a general description of it, when it was made, and, if applicable, the date of its last review under section 158 or 159; and
- (c) The electoral system and the opportunity to change it; and
- (d) Representation arrangements, including the option of establishing Maori wards or constituencies, and the opportunity to change them; and
- (e) Members' roles and conduct (with specific reference to the applicable statutory requirements and code of conduct); and
- (f) Governance structures and processes, membership, and delegations; and
- (g) Meeting processes (with specific reference to the applicable provisions of the Local Government Official Information and Meetings Act 1987 and standing orders); and
- (h) Consultation policies; and
- (i) Policies for liaising with, and memoranda or agreements with, Maori; and
- (j) The management structure and the relationship between management and elected members; and
 - (ja) The remuneration and employment policy, if adopted; and
- (k) Equal employment opportunities policy; and
- (l) Key approved planning and policy documents and the process for their development and review; and
- (m) Systems for public access to Council and its elected members; and
- (n) Processes for requests for official information.

- (2) A local authority must comply with subsection (1) within 6 months after each triennial general election of members of the local authority.
- (3) A local authority must update its governance statement as it considers appropriate.

Council first adopted its Local Governance Statement for the 2019 – 2022 triennium at an Additional Meeting of the Waitaki District Council on 9 April 2020. The adoption process for the 2019 version was deliberately delayed until the very end of the allowable six months' period after the Local Elections of 2019 in order that Council's new strategic framework, the (then) new structure for the Executive Leadership Team and key extracts from the 'Briefing to the Incoming Council' document could be incorporated following their finalisation in the first quarter of 2020.

Following the resignation of former Cr Peter Newton on 9 December 2020, Council did have the option, under point (3) above, to adopt an updated version of the Local Governance Statement at that time. Following consultation with the Mayor and Chief Executive, it was agreed to postpone the development of an updated version until after the Waihemo Ward by-election had been held and the Mayor had decided to which Committees the new Waihemo Ward Councillor would be appointed.

The updated version attached to this report includes reference to the newly-elected Cr Jim Thomson of the Waihemo Ward, and the updated Committees structure that was adopted by Council at the Extraordinary Meeting of the Waitaki District Council held on 27 April 2021 following his swearing in.

The Local Governance Statement is a compliance requirement, and it brings together information which has already been considered and adopted by Council. There is an opportunity at the meeting for Council to decide to amend the updated document further, prior to its finalisation.

Once adopted, the updated Local Governance Statement (11 May 2021) will be made publicly available via Council's website, its office building in Thames Street, Oamaru and at the Waihemo Service Centre in Palmerston.

ADDITIONAL DECISION-MAKING CONSIDERATIONS

Outcomes

We keep our district affordable

We enable opportunities for new and existing business

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

We understand the diverse needs of our community

Waitaki's distinctive environment is valued and protected

We maintain the safest community we can

Legal Considerations

The Local Governance Statement is a legal requirement under Section 40 of the Local Government Act 2002. It must be produced within six months of the last triennial election, and Council must update it as it considers appropriate. A decision was taken in December 2020 to postpone the updating of the Local Governance Statement 2019 adopted on 9 April 2020 until after the Waihemo by-election had been held and the newly elected Councillor had been appointed to Committees by the Mayor.



Waitaki District Council

Local Governance Statement 2019

(revised and
proposed for adoption
on 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.

Table of Contents

Local Governance Statement	3
Electoral System	4
Representation Arrangements	4
Members' Roles and Conduct	5
Governance Structure	7
Council Organisations and Council Controlled Organisations	10
Meeting Processes	10
Consultation	10
Management Structure	11
Equal Employment Opportunities	12
Key Approved Planning and Policy Documents	13
Long Term Plan	13
Annual Plan	13
Annual Report	13
Revenue and Financing Policy	15
Funding Impact Statement	15
District Plan	15
Policy on Significance	15
Public Access to Council and Elected Members	15
Official Information Requests	16
Bylaws	17
Legislation	18
Mayor and Councillors Contact Details	20

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, Ōmārama 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:

- Ōamaru Town Management Ordinance 1872
- Ōamaru 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
- Ōamaru 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

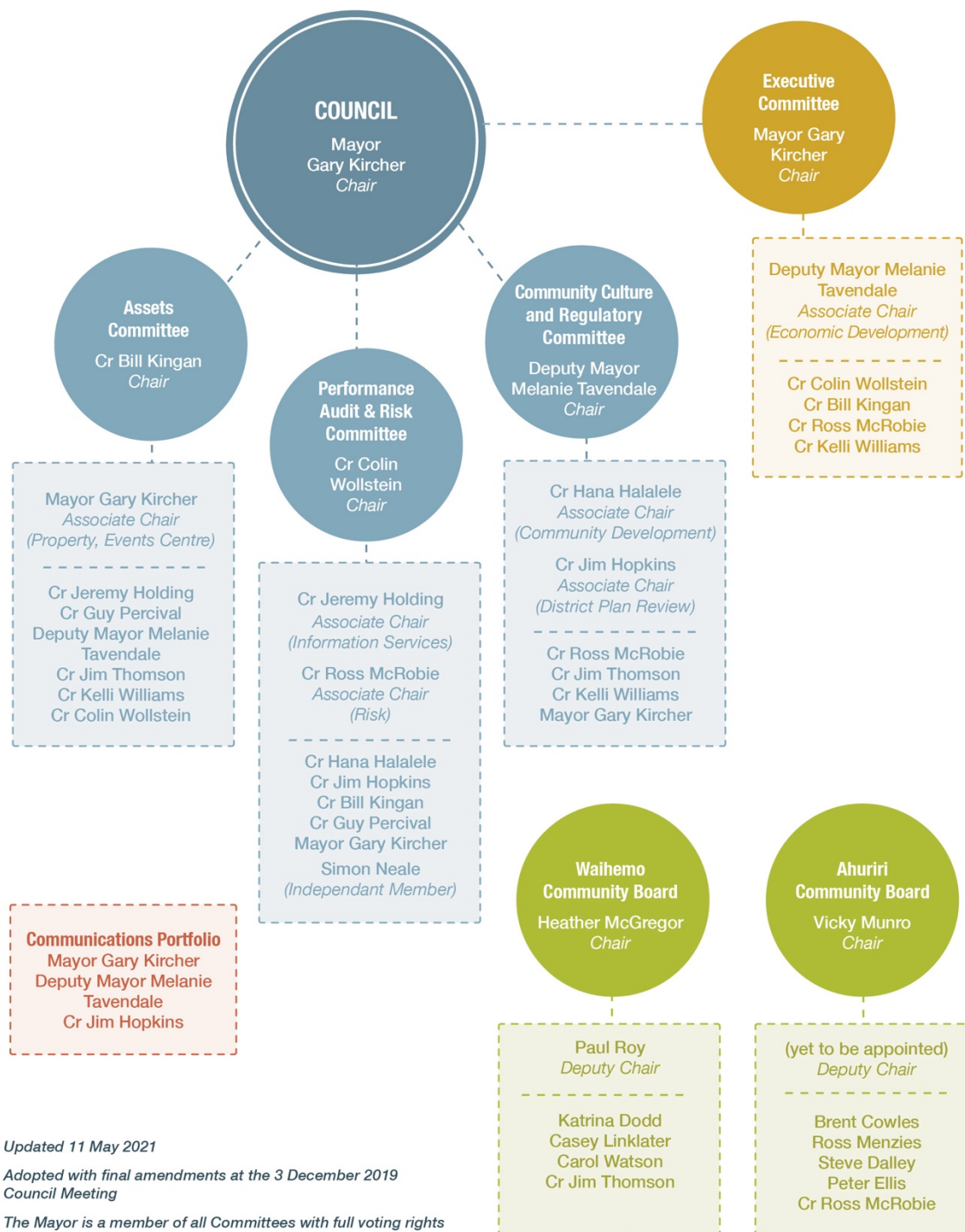
Council reviews its committee structures after each triennial election. At the first review in October 2019, Council established three main standing committees, an Executive Committee and five other committees. Two Community Boards, a communications portfolio, and a number of External and Joint Committee 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 Waihemo Ward Councillor.

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



Updated 11 May 2021

Adopted with final amendments at the 3 December 2019
Council Meeting

The Mayor is a member of all Committees with full voting rights
[LGA 41a(5)]

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 Ōamaru 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 Ōmārama 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.

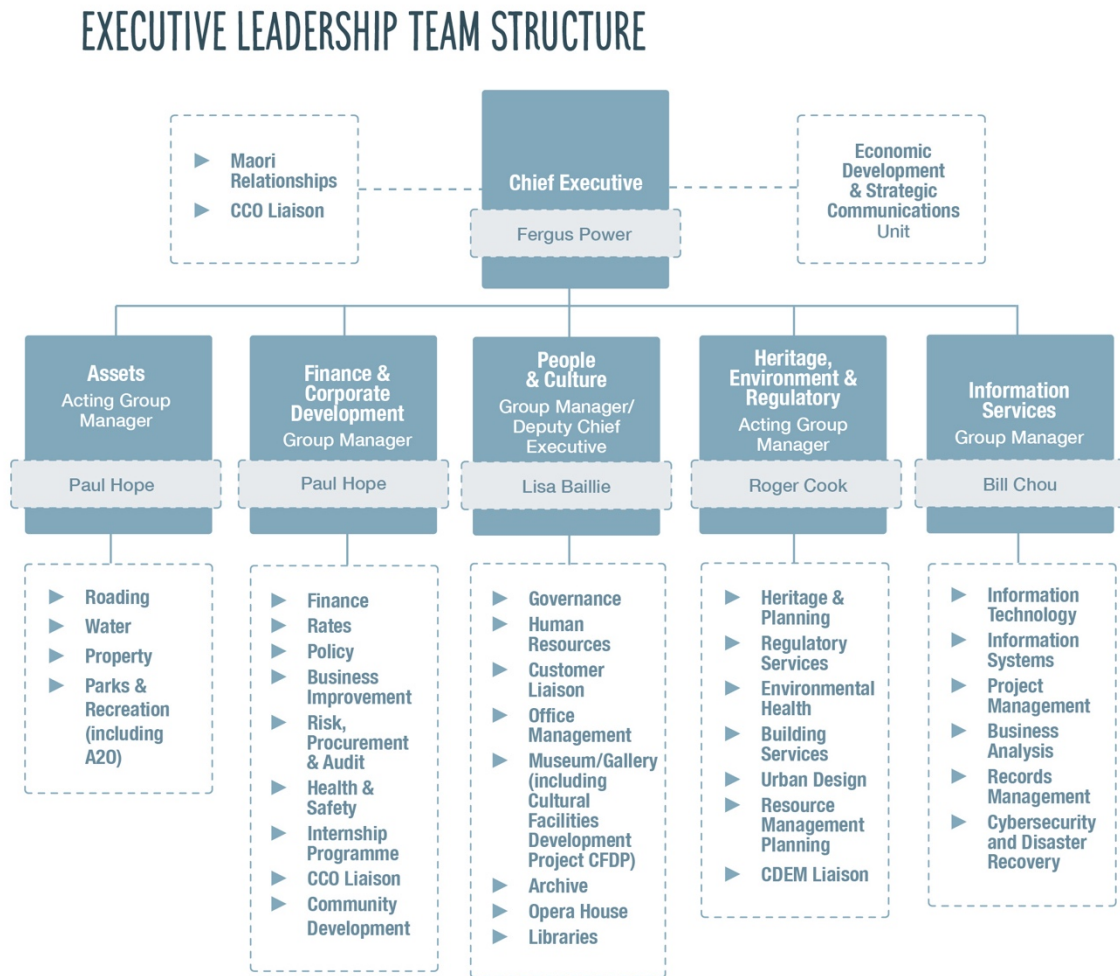
There are five core groups of activities which report through to the accountable Group Manager, namely:

- 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 leadership 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.

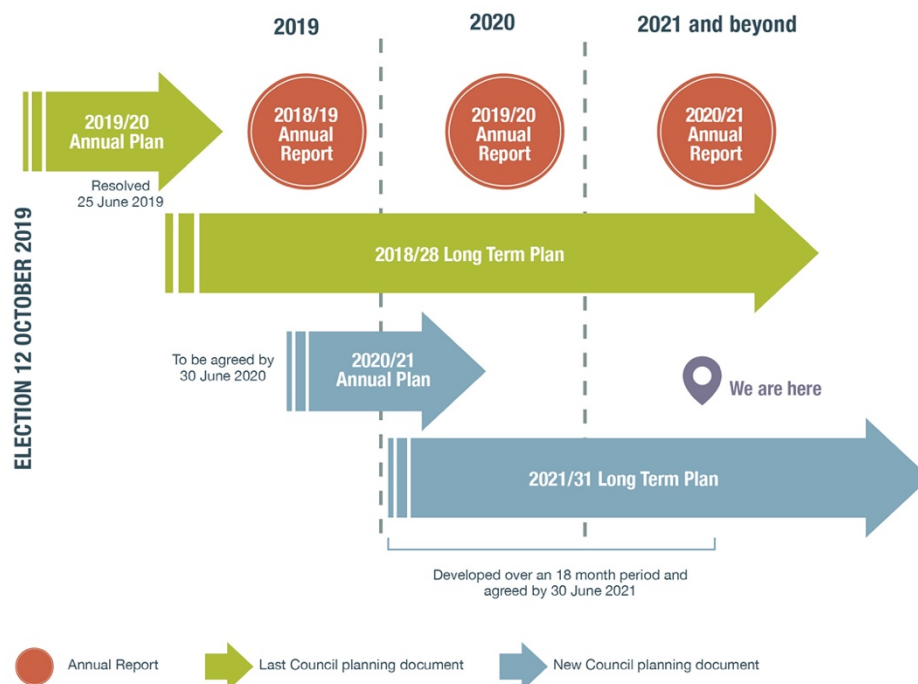
Annual Report

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



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 Ōamaru:

Office of the Waitaki District Council
20 Thames Street
Private Bag 50058
Ōamaru 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

• 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, Ōamaru 9491
Deputy Mayor	Melanie	Tavendale	03 439 5243	022 123 9870	mtavendale@waitaki.govt.nz	19 Burnett Street, Kakanui, Ōamaru 9495
Councillor	Hana	Halalele		027 415 2129	hhalalele@waitaki.govt.nz	9 Warwick Street, Ōamaru North 9400
Councillor	Jeremy	Holding	03 434 2265	027 565 7873	jholding@waitaki.govt.nz	40 Tyne Street, South Hill, Ōamaru 9400
Councillor	Jim	Hopkins	03 434 9410	021 114 3189	jhopkins@waitaki.govt.nz	16 Tamar Street, South Hill, Ōamaru 9400
Councillor	Bill	Kingan	03 432 4247	021 146 9612	wkingan@waitaki.govt.nz	71 Wellington Street, RD 2C, Ōamaru 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, Ōamaru 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, Ōamaru 9400
Councillor	Colin	Wollstein	03 434 7017	027 944 5405	cwollstein@waitaki.govt.nz	43c Hull Street, South Hill, Ōamaru 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, Ōmārama 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.

7.3 REQUEST FOR EXTENDED LEAVE OF ABSENCE

Author: Ainslee Hooper, Governance and Policy Advisor

Authoriser: Fergus Power, Chief Executive

RECOMMENDATIONS

That Council:

1. Notes that an application for an extended leave of absence from 3 May to 3 November 2021 for personal reasons from Ahuriri Community Board Elected Member Peter Ellis was received by the Mayor and Chief Executive on Monday 3 May 2021;
2. Notes that Mr Ellis' application requires the approval of Council pursuant to Clause 13.3 (Leave of Absence) of the Waitaki District Council Standing Orders 2019 – 2022 triennium;
3. Notes that Mr Ellis' application meets the Remuneration Authority's eligibility criteria for an extended leave of absence without pay by a local government elected member; and
4. Notes that Council's approval of Mr Ellis' application will not cause an Extraordinary Vacancy on the Ahuriri Community Board because he will be on approved leave for the six-month period and will be recorded as an apology at each Ahuriri Community Board Meeting during that period in accordance with legislative requirements; and
5. Approves the request from Elected Member Mr Peter Ellis for an extended leave of absence without pay for six months from 3 May 2021 to 3 November 2021 from his position as elected member to the Ahuriri Community Board for the reasons stated.

DECISION OBJECTIVE

To seek Council's consideration of an application for an extended leave of absence from an elected member of the Ahuriri Community Board, in accordance with legislative requirements.

DECISION-MAKING EXPECTATIONS

Governance Decision-Making:	Approve the request for an extended leave of absence for an elected member to the Ahuriri Community Board
Operational Decision-Making:	Implementation of Council's decision in relation to the extended leave request by an elected member
Communications	Media Releases – contributed to by officers and Elected Members Media/public enquiries regarding governance decision-making topics above can be addressed by governance Media/public enquiries regarding operational decision-making topics above can be addressed by officers

SUMMARY OF DECISION-MAKING CRITERIA

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

BACKGROUND

In early December 2020, Ahuriri Community Board Member Peter Ellis had a change of personal circumstances which meant he would spend more time residing out of the Waitaki district. He still intended to continue to be a ratepayer in Kurow. Mr Ellis had felt he would need to resign from his position on the Board. However, after discussions with the Mayor and Chief Executive, Mr Ellis agreed not to resign at that time, so as to avoid triggering a third by-election in the Ahuriri Ward in this current triennium and incurring further costs to the Waitaki district ratepayers that would be associated with it if it had to be held.

The costs of by-elections in particular Wards are spread across ratepayers of the whole district. The first by-election in the Ahuriri Ward was held on 23 December 2019 to fill a vacant position on the Ahuriri Community Board that was not filled during the Local Body Election in October. Mr Ellis was the only nomination for the position, so he was elected unopposed and no election was held. The overall cost associated with that first Ahuriri by-election in this triennium was \$3,590.74. The second Ahuriri by-election was held on 1 September 2020 following the resignation of former Board member Dr June Slee. Mr Steve Dalley was elected to that extraordinary vacancy on the Board. The overall cost associated with that second Ahuriri by-election was \$13,833.19 (because there were two nominations received and an election had to be held).

Relevant Legislation

Clause 117 (1) of the Local Electoral Act 2001 states: *If a vacancy occurs in the office of a member of a local authority or in the office of an elected member of a local board or community board more than 12 months before the next triennial general election, the vacancy must be filled by an election under this Act.*

To avoid creating such a vacancy and triggering the need for another expensive by-election, Mr Ellis agreed to consider submitting an application for an extended leave of absence in late April / early May instead of resigning.

Current Status

On Monday 3 May 2021, an application was received from Mr Ellis via email for an extended leave of absence for a period of six months (from 3 May to 3 November 2021) due to changing personal circumstances that were not anticipated at the time he put himself forward to be considered for election to the Ahuriri Community Board. The email was addressed to the Waitaki District Council.

PROCESS REQUIREMENTS

Under Clause 13.3 (Leave of Absence) of Waitaki District Council Standing Orders, “A council may grant a member leave of absence following an application from that member. The council may delegate the power to grant a leave of absence to the Mayor in order to protect a member’s privacy. The Mayor may approve a member’s application, and the Council may approve an application from the Mayor. The Mayor will advise all members of the council whenever a member has been granted leave of absence under delegated authority. Meeting minutes will record that a member has leave of absence as an apology for that meeting”.

Pursuant to that Clause 13.3, Waitaki District Council has not delegated the power to grant a leave of absence to the Mayor, and therefore Mr Ellis’ application must be considered by the full Council.

The Remuneration Authority has provided guidance on Local Government Elected Members’ Leave of Absence, and key points from that guidance are set out below:

“Local authorities may grant an extended leave of absence without pay to an elected member. ... An extended leave of absence could be for personal reasons such as family/parental leave, prolonged holiday, illness or, in some cases, when standing for another public office.

Eligibility for an extended leave of absence

Individual local authorities will need to resolve and adopt their own rules for granting an extended leave of absence to an elected member, mayor or regional council chair.

As a general rule of thumb for all elected members (including the mayor or regional council chair):

- the period must be longer than a single cycle of council meetings, whether that be monthly or six weekly or whatever meeting cycle is set by the council.
- the leave of absence without pay can be granted for a period of up to six months (maximum) by formal resolution of the council.
- the period of leave must involve total absence. The elected member cannot be present for any duties either formal or informal – this includes council meetings, meetings with external parties and constituent work. Nor can the elected member speak publicly on behalf of the council or represent it on any issues.

Cessation of remuneration, allowances and benefits while on an extended leave of absence

The payment of the elected member’s (including mayor or regional council chair) remuneration and allowances ceases during the whole of period for which the leave of absence is granted.

All other benefits (including the use of a council provided vehicle for the mayor or regional council chair) will also be unavailable to the elected member during the whole of period for which the leave of absence is granted.

Mr Ellis’ request for an extended leave of absence meets the Remuneration Authority’s criteria. It is addressed to the Waitaki District Council which is the approving entity for such a leave request. The leave period is for six months (which is longer than the two-month meeting cycle for Waitaki’s community boards and is the maximum allowed), and the finish date (3 November 2021) is within 12 months of the expected date of the next Local Body Elections (ie in October 2022). Mr Ellis has acknowledged his understanding that the leave, if granted, will be without pay for the whole period.

If Mr Ellis was to decide to resign from his position on the Ahuriri Community Board upon the expiry of the leave period (if approved), it would not trigger another by-election in the Ahuriri Ward in this triennium.

SUMMARY OF OPTIONS CONSIDERED

Option 1 – Approve the elected member’s request for an extended leave of absence (preferred option)

Option 2 – Approve the elected member’s request for an extended leave of absence for a period less than the six months being sought

Option 3 – Decline the request

ASSESSMENT OF PREFERRED OPTION

Option 1 is the preferred option. Mr Ellis’ request for an extended leave of absence is the consequence of changed personal circumstances that were unforeseen when he put himself forward for election to the Ahuriri Community Board. He has had discussions with the Mayor, Chief Executive and Governance Advisor to identify the most appropriate option for his new arrangements and to act in a way that causes minimum cost and disruption to the Ahuriri Community Board, Council and the ratepayers of the Waitaki district. It will avoid triggering another by-election in the Ahuriri Ward in this current triennium which would happen if he was to resign before early November 2021 (ie inside 12 months from the expected date of the next Local Body Elections in October 2022). The leave, if granted, will be without pay.

Option 2 is not recommended because a period of less than six months could fall outside of the 12 month period before the Local Body Elections may be held in 2022, which would create another extraordinary vacancy on the Ahuriri Community Board and require a by-election to fill that vacancy.

Option 3 is also not recommended as Mr Ellis would still be able to submit an apology for each Ahuriri Community Board Meeting throughout the proposed leave period and not attend, but Council would still be required to continue to remunerate him and to provide access to Council-provided equipment and contact arrangements. There is the potential for reputational risk to Council if that were to occur, given that ratepayers can justifiably expect to see an elected member undertaking their role and responsibilities if they are continuing to be remunerated for it.

CONCLUSION

Approving Mr Ellis’ application for an extended leave of absence for the six months from 3 May 2021 to 3 November 2021 will avoid triggering an extraordinary vacancy on the Ahuriri Community Board if he was to resign instead. That will ensure that the ratepayers of the Waitaki district are not required to cover the costs of a third by-election in the Ahuriri ward in this triennium. Democracy will still be well served in the Ahuriri Ward through the Chair, other members of the Ahuriri Community Board and the Mayor who directly represents the whole district.

ADDITIONAL DECISION-MAKING CONSIDERATIONS

Outcomes

We keep our district affordable

We understand the diverse needs of our community

Legal Considerations

These have been discussed in the body of the report.

Publicity and Community Considerations

A media release announcing Mr Ellis' leave of absence and the avoidance of another costly by-election is recommended.

8 MEMORANDUM REPORTS

8.1 LOWER WAITAKI SOUTH COASTAL CANTERBURY ZONE COMMITTEE ANNUAL REPORT 2020

Author: Ainslee Hooper, Governance and Policy Advisor

Authoriser: Lisa Baillie, People and Culture Group Manager

Attachments: 1. Lower Waitaki South Coastal Canterbury Zone Committee Annual Report 2020

RECOMMENDATION

That Council receives and notes the information.

PURPOSE

The purpose of this memorandum is to attach, for the Council's consideration, the 2020 Annual Report of the Lower Waitaki South Coastal Canterbury Zone Committee.

SUMMARY AND BACKGROUND

Lower Waitaki South Coastal Canterbury Zone Committee

The Lower Waitaki South Coastal Canterbury (LWSCC) Zone Committee is a joint committee of Waitaki and Waimate District Councils and Environment Canterbury and was formed in partnership with local rūnanga and Te Rūnanga o Ngāi Tahu to facilitate the implementation of the Canterbury Water Management Strategy (CWMS) in its zone. The Lower Waitaki South Coastal Canterbury Zone Committee is required to report annually to its partner councils, rūnanga and Te Rūnanga o Ngāi Tahu Committees.

The LWSCC Zone Committee is pleased to present to the Waitaki District Council its annual report for 2020 (attached).

LWSCC Zone Committee Chairperson Bruce Murphy will be attending the meeting to present the report and to answer any questions from elected members. He will be accompanied by Zone Committee Facilitator Dave Moore.

Upper Waitaki Zone Committee

The Upper Waitaki Zone Committee's Annual Report for 2020 was presented to Council's 30 March 2021 meeting.

Lower Waitaki South Coastal Canterbury Water Zone Committee

2020 Progress Report

Protecting our local biodiversity



Bruce Murphy, Lower Waitaki
South Coastal Canterbury
Water Zone Committee Chair

Kia ora, what a challenging year we have had! Thanks to all who helped me transition to the role of Chair this year – and thanks to Kate White for her tireless efforts representing the community.

Challenges this year included meeting virtually and contending with erosion on the Waitaki River, which eroded parts of the riverbanks, leaving an expensive problem.

The floods of 2019/20 caused erosion to the tune of a \$1.04 million repair bill. After conversations and surveys with affected landowners we're pleased to have secured funding from the MBIE's Provincial Development Unit towards the repairs. We have also secured \$500k to tackle weeds in the river.

We've talked to folks in the northern area about setting up a catchment group. The group would be community leaders for

education and environmental projects in line with the committee's Zone Implementation Plan Addendum.

The zone committees' review means we have new interim goals; guidance on purpose and priorities from councils and rūnanga; and a new direction: facilitating solutions to uphold the mana of the freshwater in our zone. The committee is creating action plans on how we can do this in the future.

Looking to 2021, I can see another big year with policies and regulations being handed down, and our new action plan landing. We will also be looking for community members to join the committee – so keep your eyes peeled for information on social media and in our local papers.

Ngā mihi nui,
Bruce

Key achievements 2020

- Engaged with farming leaders in the Northern Streams area to explore setting up a catchment group to focus on environmental improvements within the area. There is strong interest from a small group of farmers and discussions will continue in 2021.
- Supported the Collaborative Hill Slopes Project in the Otaio area. This research project is showing great potential to enable farmers to better manage water efficiency, nutrient management, irrigation system management and improve water quality.
- The committee is investigating funding options to better support the existing Waihao-Wainono and Hakataramea environmental protection groups.
- Supported the Waihao-Wainono Community Catchment Group's restoration initiatives for Waihao River at McCullochs Bridge.
- Became aware of erosion at several sites of on the North bank of the Waitaki River. This erosion was threatening important infrastructure and farmland. The committee assisted with bringing parties together to work towards a solution and remedial action.

The zone committee's implementation programme includes the protection of culturally important locations like Duntroon's Elephant Rocks.



Lower Waitaki South Coastal Canterbury Water Zone Committee

Delivering the community's vision for freshwater

The Canterbury Water Management Strategy (CWMS) puts finding solutions for freshwater management in the hands of the community, with support from councils, Ngāi Tahu, and others. The strategy sets out freshwater goals and targets to deliver the community's vision for freshwater.

"To gain the greatest cultural, economic, environmental, recreational and social benefits from our water resources within a sustainable framework both now and for future generations."

Each of the ten community-led water zone committees work collaboratively to develop freshwater recommendations to ensure council plans give effect to these goals and targets.

Within each target area there are several specific time-bound targets to be achieved and these are monitored and reported on to ensure progress is being made.

The target areas are shown below – read some of the stories about what is being done in the zone to achieve deliver on these on the next page.

CWMS Targets

	Ecosystem health and biodiversity		Kaitiakitanga		Recreational and amenity opportunities		Irrigated land area		Regional and national economies
	Natural character of braided rivers		Drinking water		Water use efficiency		Energy security and efficiency		Environmental limits

Extraordinary year provides a chance to pause and reflect

2020 has been an extraordinary year in more ways than one.

This time last year we had not heard of Covid-19 or the exceptional lengths governments from around the world would take to slow its spread. Keeping any group working productively together in such circumstances can be a challenge but each committee has embraced new technology to communicate, adapted their work programmes and continued their commitment to improve water management in their zone. The committee's year in review report highlights their achievements in what has been a challenging year.

2020 has provided an opportunity to pause and reflect on the achievements of the last ten years of the Canterbury Water Management Strategy and in particular the progress that had been made to put a Resource Management Act planning framework in place (Land and Water Regional Plan). A plan, however, is only as good as the actions that follow. The Canterbury Mayoral Forum asked councils to work in partnership with Rūnanga and committees to refocus their work more on facilitating action on the ground with their local communities. This review of the zone committees has taken longer than expected, because

of Covid disruptions, but we expect to have a new Terms of Reference completed by the end of the year. Councils have also taken the opportunity to clarify their three year priorities, and where they would like support from committees, in a Letter of Shared Priorities.

The next few years is going to continue to be challenging for many local communities as they grapple with the implementation of the new National Policy Statement for Freshwater and National Environmental Standards. Furthermore, the government has announced its intention to repeal the Resource Management Act and Ngāi Tahu has sought a declaration in the High Court seeking Rangitiratanga over freshwater in its rohe. These changes will be unsettling and uncomfortable for many local communities.

The new Terms of Reference and Letter of Shared Priorities will give committees a clear focus for future action and an ability to support their local communities to navigate this next wave of change designed to further improve the mauri and health of our freshwater and the way it is managed.

Increasing flow to the Waihao Box, which feeds Wainono Lagoon, was discussed earlier in the year by the zone committee.





Community bands together to plant out Waihao River

The Waihao Wainono Catchment Community Group, made up of volunteers, set upon McCullochs Bridge in October for a planting day which saw nearly 700 natives planted.

The group was well supported by about 60 community members, Lower Waitaki South Coastal Canterbury Water Zone Committee members and Councillors Elizabeth McKenzie and Peter Scott, who turned up to lend a hand.

Planting native trees and grasses can help riverbank areas by filtering runoff, stabilising soils and creating a more diverse habitat for invertebrates, birds and lizards.

The enthusiasm from the community helped deliver the committee's vision for restoring and enhancing the area back to the former glory as a highly valued recreation site.

One of the goals of the committee is for the community to take widespread ownership of catchment health to help improve water quality and biodiversity.



About 40 community members attended a workshop on protecting and enhancing wetlands in Otematata.



Mahinga kai facilitator leading the way

With elements of science, land management, Māoritanga and even art conservation, Rosemary Clucas is relishing her new role as South Canterbury's Poū Matai Kō mahinga kai facilitator.

Rosemary's aim is to help farmers protect and enhance native plants, animals – and precious Māori rock art – on their properties. Working closely with Ngāi Tahu Rock Art Trust, rūnanga and landowners, Rosemary will dedicate part of her role to advising on the potential impact of irrigation and farming on ancient limestone rock art, called tuhituhi o neherā.

Hundreds of drawings in South Canterbury, some of which could be up to 1000 years old, are susceptible to damage or destruction from changes to land use, exposure to the elements and environmental changes.

Rosemary's appointment as mahinga kai facilitator aligns with the zone committee's goals of kaitiakitanga as well as ecosystem health and biodiversity in the wider zone.

2020 Progress Report



The Waihao Wainono Catchment Community Group planted nearly 700 seedlings at McCullochs Bridge this year.



Wetlands workshop benefits wider community

The Lower and Upper Waitaki water zone committees joined forces at Otematata Station, to show that wetlands can be an asset to a farm, if treated correctly.

NZ Landcare Trust is running a series of on-farm events in conjunction with farmers, to share knowledge on the benefits wetlands offer farmers and the wider community.

Environment Canterbury's principal biodiversity advisor for wetlands, Jason Butt, led the discussions around wetland identification and protection and said he was pleased with how the events have gone so far.

"The enthusiasm of the landowners is an asset to the project. I look forward to more farmer-led projects in future," he said.



Rosemary Clucas is the new southern zones mahinga kai facilitator.



The Lower Waitaki South Coastal Canterbury Water Zone Committee left to right: Kate White, Barney Hoskins, Bruce Murphy (chair), Brent Packham, Emily Anderson, Cr Fabia Fox, Keiran Whyte, Cr Jim Hopkins, Cr Nicole Marshall, Michael McMillan, and Jared Ross (deputy chair). Absent: Suzanne Eddington, Daniel Isbister.

Zone description

The zone covers the area south of the Pareora River at its northeastern border and to the Waitaki River as its southeastern border. The zone includes all of the Waimate District and part of Waitaki District (including the rural towns of Duntroon and Kurow). It is a joint committee of the Waimate and Waitaki District Councils and Environment Canterbury. It is in the rohe of Kāti Huirapa.

Key Zone contacts

Chris Eccleston – Southern Zones manager
chris.eccleston@ecan.govt.nz | 027 562 2492

Peter Burt – Lower Waitaki zone delivery lead
peter.burt@ecan.govt.nz | 027 688 2013

Dave Moore – Lower Waitaki zone committee facilitator
dave.moore@ecan.govt.nz | 027 604 3908

Zone committee membership 2020

Rūnanga representatives

Michael McMillan –
Te Runanga o Arowhenua

Suzanne Eddington –
Te Runanga o Waihao

Keiran Whyte –
Te Runanga o Moeraki.

Community members

Bruce Murphy (chair)
Jared Ross (deputy chair)
Barney Hoskins

Kate White

Brent Packham

Daniel Isbister

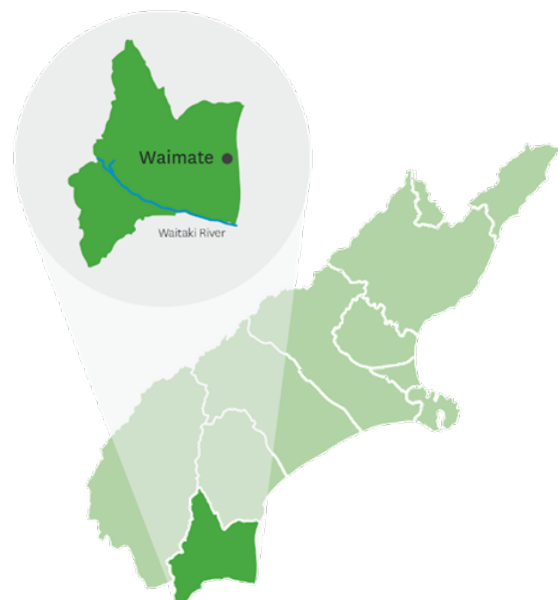
Emily Anderson (on secondment)

Council representatives

Cr Jim Hopkins
(Waitaki District Council)

Cr Fabia Fox
(Waimate District Council)

Cr Nicole Marshall
(Environment Canterbury)



R20/8925

The Lower Waitaki South Coastal Canterbury Water Zone Committee is a community led committee supported by councils.

fb.com/canterburywater



9 RESOLUTION TO EXCLUDE THE PUBLIC

RECOMMENDATION

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
10.1 - Public Excluded minutes of the Council Meeting held on 30 March 2021	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
10.2 - New Zealand Airline Academy Limited Update PE	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

10 PUBLIC EXCLUDED SECTION

11 RESOLUTION TO RETURN TO THE PUBLIC MEETING

RECOMMENDATION

That Council resumes in open meeting and decisions made in public excluded session are confirmed and made public as and when required and considered.

12 RELEASE OF PUBLIC EXCLUDED INFORMATION

In accordance with Waitaki District Council Standing Orders, and pursuant to resolutions in the public excluded session of the meeting, any previously public excluded information that Council decides to release will be included under this agenda item in the Public Minutes of this meeting.

13 MEETING CLOSE