



# Waitaki

DISTRICT COUNCIL  
TE KAUNIHERA Ā ROHE O WAITAKI

## Notice of Meeting

and

## AGENDA

of the

## *Waihemo Community Board*

Waihemo Service Centre, Tiverton Street,  
Palmerston

**6.30pm**

**Monday 4 March 2019**

# Waihemo Community Board

Waihemo Service Centre, Tiverton Street, Palmerston

Monday 4 March 2019 at 6.30pm

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• Cr Guy Percival	
• Group Manager Paul Hope	

## Waitaki District Council

### Waihemo Community Board

#### UNCONFIRMED MINUTES of a Meeting of the Waihemo Community Board held in the Waihemo Service Centre, Tiverton Street, Palmerston on Monday 10 December 2018 at 6.30pm

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<b>Present</b>	Ken Brown (Acting Chair), Carol Watson, Heather McGregor, Paul Roy, and Cr Jan Wheeler
<b>Apologies</b>	Kathy Dennison (Chairperson)
<b>In Attendance</b>	Mayor Gary Kircher Cr Jim Hopkins (rostered Councillor) Lisa Baillie (People and Culture Group Manager) Ainslee Hooper (Governance Advisor) Bill Campbell (Media – East Otago Review – from 7.15pm)

The Acting Chair opened the meeting at 6.30pm and welcomed everyone present. A minute's silence was observed out of respect for the Community Board Chairperson and her family following the tragic death of Donald Dennison over the weekend.

#### 1. Apologies

RESOLVED  
WCB 2018/074

Heather McGregor / Carol Watson  
That the Waihemo Community Board accepts apologies for absence from Chairperson Kathy Dennison.

CARRIED

#### 2. Declarations of Interest

There were no declarations of interest.

#### 3. Public Forum

Speaker 1: Ms Jan Cohan asked if there would be some sort of event to acknowledge that the town clock was now working again. In response, the Acting Chair noted that there were intentions to have some sort of event, but no specific date had yet been set. He issued an invitation to members of the public to forward suggestions about how to commemorate the occasion to the Board Secretary Ainslee Hooper via email ([ahooper@waitaki.govt.nz](mailto:ahooper@waitaki.govt.nz)) to by post to: Waihemo Community Board Secretary (Ainslee Hooper), Waitaki District Council, Private Bag 50058, Oamaru 9444.

#### 4. Confirmation of Previous Meeting Minutes

RESOLVED  
WCB 2018/075

Paul Roy / Cr Jan Wheeler  
That the Waihemo Community Board confirms the minutes of its previous meeting held on 5 November 2018, as circulated, as a true and correct record of that meeting.

CARRIED

## 5. **Waihemo Community Board Discretionary Funding Request – East Otago High School**

The report, as circulated, sought the Board's approval to make a contribution of \$400,000 (GST exclusive) to the East Otago High School Year 7/8 Classes to assist with the provision of hanging baskets in the Palmerston shopping area, payable from the Waihemo Community Board Discretionary Fund.

RESOLVED

WCB 2018/076

Cr Jan Wheeler / Paul Roy

That the Waihemo Community Board approves a contribution of \$400 (GST exclusive) to the East Otago High School Year 7/8 Classes to assist with the provision of hanging baskets in the Palmerston shopping area, payable from the Waihemo Community Board Discretionary Fund.

CARRIED

## 6. **Meeting Schedule 2019 – Waihemo Community Board**

The report, as circulated, sought the Board's formal adoption of the Schedule of Meetings for 2019.

A Board Member asked if workshops in between meetings would be organised by Council, or whether Board members could suggest topics. Mayor Gary Kircher suggested Board members should put forward their ideas via the Governance Advisor, and third tier managers would also submit their views on what workshop topics would be beneficial to the work programme. He reminded Board members that no formal decisions could be made at workshops (a legislative requirement), but instead they should focus on engaging with officers to progress projects and provide guidance and feedback on reports that would be put to future formal meetings.

The Acting Chair said he was concerned that the Community Board would now meet only six times a year, because it could impact on the ability of local ratepayers to stay in contact with community board members.

RESOLVED

WCB 2018/077

Cr Jan Wheeler / Carol Watson

That the Waihemo Community Board formally adopts its Schedule of Meetings for 2019.

CARRIED

## 7. **Joint Community Boards' Workshop, 4 February 2019 – Request for Agenda Items**

The report, as circulated, sought the Board's agreed recommendations for agenda items for the joint community boards' workshop scheduled to be held on 4 February 2019 at the Office of the Waitaki District Council in Thames Street, Oamaru.

The Acting Chair said the Board was pleased that this workshop was being held again, as last year's one had been very fruitful. He undertook to email suggested agenda items to the Board Secretary once Board members had had a separate discussion.

## 8. Assets Update

The memorandum, as circulated, sought to update the Board on issues, operations and projects managed by the Assets Group, occurring within the Waihemo Ward since the last Board meeting.

The following action points were requested:

- (a) What is Council's policy on the willow trees which were in the way when there is a flood?
- (b) What was the outcome of the meeting with Oceana Gold? Horse Flat Road was now "messy", and an update on whether there was now permission to use it and what was being done to monitor damage would be helpful.

**ACTION POINT: Group Manager Lisa Baillie to follow up with officers and email Board members**

RESOLVED

WCB 2018/078

Heather McGregor / Cr Jan Wheeler

That the Waihemo Community Board receives and notes the information.

CARRIED

## 9. Recreation Update

The memorandum, as circulated, sought to update the Waihemo Community Board on routine work, maintenance issues and progress on minor projects for the period 25 October to 30 November 2018.

Mill Domain's nomination by the community as the preferred location for the Motor caravan dump station was noted, but the question of where the additional \$40,000 of required funding would be coming from was raised. Mayor Gary Kircher offered to investigate and try and get an answer back during the meeting.

With regard to the Palmerston Walking Improvements, it was noted that Council had approved the proposed boundary adjustment at its meeting on 4 December 2018.

There was a request for an update on funding for the Palmerston bike park, and in particular what the total cost was going to be. The Mayor advised that a reasonable amount had come from existing funds; and there had also been some success with sourcing Community Trust funding. The Board's own discretionary fund would also be able to be used, but there could be other Council options too (eg the RMA fund, spare Whitestone dividend). The Acting Chair advised that this would be an important project for the youth of the community, and getting the funding sorted was a priority.

**ACTION POINT: Group Manager Lisa Baillie to follow up and advise Board members**

There was brief discussion on the Palmerston showgrounds, and drainage options. It was noted that staff were looking into this, but there appeared to be no urgency at this time – horse-riding for children had been carried out on the grounds yesterday, and it was believed to be sound and safe for that activity, despite the recent rains.

RESOLVED

WCB 2018/079

Paul Roy / Carol Watson

That the Waihemo Community Board receives the information.

CARRIED

## 10. Building Consents Issued in Waihemo Ward for October and November 2018

The memorandum, as circulated, provided the Waihemo Community Board with a list of building consents issued in Waihemo Ward for the months of October and November 2018.

RESOLVED

WCB 2018/080

Cr Jan Wheeler / Heather McGregor

That the Waihemo Community Board receives and notes the information in the building consent report for October and November 2018.

CARRIED

## 11. Chairperson's Report

The Acting Chair acknowledged that there would be no formal report from the Chairperson Kathy Dennison at this meeting.

## 12. Community Board Members' and Councillor's Reports (verbal)

### Paul Roy

He had been talking to Recreation staff about the pavilion.

He was in the process of organising a meeting with NCI regarding the lease.

He had had further discussions with the mine.

Mr Roy noted that the grader had been around the roads in good time after the rain event.

### Carol Watson

Nothing to report.

### Heather McGregor

Meetings attended: Puketapu Radio, RSA Charitable Trust, and Palmerston Bowling Club

- 10 November – the Palmerston clock was installed.
- 11 November – Armistice Day was well attended by the community, marking 100 years.
- 14 November – attended the Posthumous Award for Stefan Witehira for his outstanding work during Civil Defence emergencies in the Waihemo Ward.
- East Otago High School Ignite programme - the group of year 7 and 8 students have achieved some great results with their ideas about how to improve the outlook in the town. Their energy and enthusiasm for this project are commendable.
- 29 November – The Chair and I visited the school to present a scooter that was donated from the Skate Jam. All students involved in the Ignite project were in the draw for this prize; Camrym Sharp was the winner – congratulations!
- Last week – NZTA has completed work on Ronaldsay and Tiverton Street. The rest of Ronaldsay Street will be completed in January.
- The recent floods created some roading and water issues.
- 10 December – visited the students at Centennial Park who were planting plants and placing the bird feeders.
- 10 December – Planting was done at the cemetery, and graffiti removed from the Puketapu Cairn.
- Received several requests from residents for a Christmas tree for the town centre. This has been provided in the past and had been well received.

**Ken Brown**

- He had received several complaints regarding flooding, but all had been pointed in the right direction to submit CRMs to Council for follow up.
- Palmerston showgrounds had a drainage problem which is being followed up by Recreation staff and a report would follow in due course.
- Palmerston High School was doing a great job promoting the community.

**Cr Jan Wheeler:**

12 November – Webinar – Good Employer Governors  
 13 November – WDC Council Meeting, Councillors' Shareholder Workshop with Waitaki District Health Board  
 20 November – WDC Committees Day Meetings  
 21 November – attended evening public meeting of Waitaki District Health Board about service changes and plans  
 26 November – Council Citizenship Ceremony  
 27 November – WDC Councillors and Managers visit to Kuriheka; Meeting with Tourism Waitaki Board  
 30 November – Met with Waitaki Resource Recovery Trust at Chelmer Street, Oamaru  
 4 December – Council Meeting

- Assisted with the dissemination of information regarding water supply restrictions to many contacts in Herbert, Hampden and Moeraki.
- Received complaints regarding access to roads and flooding problems in the Palmerston area, and regarding the need for weeding and spraying around the town centre gardens and footpaths.
- There has been a request for a Christmas tree to be erected in Palmerston.

*(Media representative joined the meeting at 7.15pm.)*

Regarding a Christmas tree for the Palmerstone town centre, Mayor Kircher noted that it was possible something could be organised for 2019, but not for this year as it was too close to Christmas. The Acting Chair thought it would also be appropriate to have input to the project from members of the local community.

RESOLVED

WCB 2018/081

Cr Jan Wheeler / Paul Roy

That the Waihemo Community Board receives the update reports from the Community Board Members and Councillor.

CARRIED

### 13. Information Report – Mayor, Chief Executive, and Health and Safety Updates

The Information Report, containing updates as set out below, had been circulated with the agenda and was taken as read:

- Mayor's and Chief Executive's Report to the 4 December 2018 Council meeting
- Health and Safety Update to the Finance, Audit and Risk Committee Meeting, 6 November 2018.

Mayor Kircher took his Mayor's Report as read, and highlighted the following:

- Discussions with the Department of Conservation (DoC) was improving and there were good opportunities for leveraging off initiatives to benefit local communities (eg the Moeraki Boulders car park toilet – there had been one there in the past and it had been taken away; there were now discussions to share the cost, and potentially seek funding from the Tourism Infrastructure Fund.
- Regarding the flooding in Palmerston – there had been some damage, due to a pipe bringing water in instead of taking it away. That matter was being investigated.
- There was no overall cost figure for the floods yet, but it was expected to be around \$1 million. There had been a reasonable amount of damage to the Alps 2 Ocean trail –

probably around \$250k. It was expected that MBIE funding, and perhaps also insurance claims, might help offset those costs, once the final total was known.

“Ignite” programme at East Otago High School – It had been great to visit the students and talk to them about their ideas. Many were expected to be progressed. The Mayor sought to publicly recognise their initiative in putting forward ideas to help around the community and to support them.

Council would be supporting the Community Board Chair in any way it could in these difficult times, as well as Mr Brown as Acting Chair and other Board members.

RESOLVED

WCB 2018/084

Heather McGregor / Carol Watson

That the Waihemo Community Board receives the Information Report.

CARRIED

**Rostered Councillor Jim Hopkins**

The last two months had been a very busy time. Cr Hopkins said he was very pleased to see the community getting involved in consultation discussions about the Oamaru HarbOUR Space, and encouraged those who had not got involved, to do so. He wished everyone a fantastic Christmas, and best wishes for an enjoyable break during the holidays before returning for productive meetings next year.

**Rostered Executive Management Team member – Group Manager Lisa Baillie**

Mrs Baillie provided additional comments to supplement the contents of the Chief Executive’s Report, as follows:

- The flood event had put more focus on the Communications team, and it had gone well once there was momentum.
- Two staff members were this month celebrating 40 years of employment with Council – David Blair (in It) and Max Murphy (in the Library).
- The new Health and Safety Advisor Bill Nelson had started work at Council today. He had a wealth of experience and Council was very pleased to have him on board.
- The Executive Management Team had recently met with counterparts from the Otago Regional Council, and there had been agreement to strengthen the relationships between them. Regular meetings between the two organisations would occur in future.
- Regarding the “Ignite” Palmerston initiative, Mrs Baillie said she had been impressed by the questions the students were asking and how they were going about promoting and progressing their ideas.
- Councillors would participate in a Library workshop the following day, to look at current practices across the district and compare those with national best practice.

Mayor Kircher thanked Board members for their work and contributions to their communities throughout the year and wished them and members of the public a good Christmas and 2019.

The Acting Chair endorsed the Mayor’s remarks and thanked all present for their contributions to the community and the meeting.

There being no further business, the Acting Chair thanked everyone for attending, and declared the meeting closed, at 7:29pm.

TO BE CONFIRMED at the Waihemo Community Board meeting to be held on the 4<sup>th</sup> day of March 2019 at the Waihemo Service Centre, Palmerston.

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Chairperson



# Waihemo Community Board Memorandum

**From** Assets Group Manager

**Date**

4 March 2019

## Assets Update

### Recommendation

That the Waihemo Community Board receives and notes the information.

### Summary and Purpose


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

### Roading

The Christmas period was quiet and routine patrols were the main activity over this holiday period. Vegetation growth has increased around the district and that is a focus of the contractor currently. The November rain event repairs have been ongoing and there are still works to be completed around the Waihemo district. The Roothing team has set a three-month target for repairs for the whole district and the contractor is progressing well. However, it should be noted that some of the maintenance activities which would currently be focused on have been delayed whilst the rain event repairs are being completed.

Extra resources are being sourced to catch up on road maintenance from the beginning of March. With regard to the Waihemo Township amenity budget, 90% is allocated to maintenance, with a current balance of \$7,000 left for mowing or customer request responses until 30 June 2019. There has been an increase in service level requests, particularly around drainage and litter collection, along with an increase in vegetation growth which has required more mowing in the townships. Any works between now and the end of June will be prioritised, with safety being the most important concern.

<b>Customer Request Management (CRM)</b>	Twenty (20) customer requests (CRMs) have been received during this reporting period. A variety of requests and information was received including dumped litter, drainage in Hampden, four requests regarding road conditions, one horse riding query, two reports of dying trees, and an abandoned car.
<b>Road Maintenance (up to 31/01/2019)</b>	Edge break repairs (735m) have been completed on sections of Horse Range Road, Macraes Road, Shag Point Road, Nenthorn Road, Norwich Street, Lincoln Street and Appleby Street.  Uneven surfaces (38.2m <sup>2</sup> ) found on Macraes Road, Tiverton Street, Stour Street, Stromness Street and Runbrake Street West have been levelled.  In total, 7km of grading has been completed across various roads. The grader will continue to operate in the area throughout February.  Repairs have also taken place due to the November rain event.
<b>Township Maintenance</b>	Mowing in this area has been undertaken (112 km).
<b>Road Rehabilitation</b>	The drainage works have been completed on Tenby Street, Moeraki. The cuts and side benching have been completed. Whitestone Contracting is carting in the materials for the pavement rehabilitation construction and seal widening the week of 18 February.

	<p>There are also three traction seals (850m) happening on Lighthouse Road. Two have been completed and the last one will be sealed shortly.</p> 
<b>Bridges and Structures</b>	<p>Repairs to the Pringles Road bridge have been completed at a cost of \$30k. The abutments were undercut during the November rain event (the highest recorded flow in the Shag River), requiring concrete work to reinstate and support the bridge structure.</p> <p>Requests to clear trees and slash debris have been received and Council staff are passing these onto the Otago Regional Council (ORC) as it is responsible for clearance of debris outside of the 5m bridge envelope in the Shag River.</p>
<b>Road Markings and Signage</b>	<p>Two signs have been replaced.</p>
<b>Road Resurfacing</b>	<p>This programme for Waihemo has now been completed for next season and the pre-reseal repairs are underway.</p>
<b>Street Lighting</b>	<p>The LED upgrades are progressing well.</p>
<b>Other</b>	<p>Oceana Gold has reinstated the washed-out culvert on its haul road and vehicle movements have moved away from Horse Flat Road. The company completed some maintenance of Horse Flat Road after its vehicles had ceased using the road.</p> <p>The slips on Goodwood Road and Horse Range Road have all moved again. The Roading department are currently evaluating a report from Stantec in regard to what can be considered to manage the slippages which are similar in nature to Haven Street.</p> <p>The increase to a seven-day-a-week service level for the three Hampden litter bins is an additional \$9,500 pa. This is being funded from the Refuse Disposal budget, part of the Waihemo amenity budget.</p> <p>At 2 Copinsha Street, there is a culvert that appears to be buried. The contractor is currently onsite unravelling the issue.</p>

	<p>The Roding unit is considering installing a new culvert at a new level to make maintenance of the drain easier.</p> <p>Asphalt millings from Oamaru were laid and compacted on a couple of patches along Haven Street to provide dust suppression and fill new areas of pavement settlement.</p> <p>The Earthquake Commission (EQC) and the Waitaki District Council (WDC) are collaborating to develop a comprehensive repository of geological data (managed by EQC) around the Moeraki area by bringing together information contained in a myriad of reports concerning the geology of this peninsular.</p>
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## Water

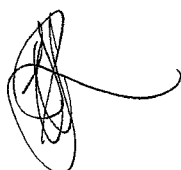
### Water Supply

The Moeraki zone has fared very well over the summer, a time that has been plagued with supply issues in recent years. The old Hampden water-take consent has been surrendered to ORC, and final tidy-up works will be undertaken at the old intake and reservoir following similar works at the Herbert intake. These works will be completed before 1 July as part of completing the Hamnak water supply project.

### Waste Water

The switchboard at the Stour Street sewage pumping station in Palmerston has been replaced with a modern unit. The switchboard that has been removed no longer met electrical safety standards which meant electrical contractors would not work on it.

Officers are working with David Fleming (landowner) to eradicate areas of ponding in the irrigation disposal area. Works are likely to include shaping and disc-cutting of the land, fine-tuning of irrigation sequencing and possible expansion of the irrigation area.



Neil Jorgensen  
**Assets Group Manager**

### Attachment

SouthRoads Summary Report for January 2019

# WDC 642 Summary Report January 2019

**Note: This report is prepared and created by the SouthRoads Team for the purposes of reporting against the maintenance contract, primarily for the road team. It is provided as an "FYI" attachment to the Community Board.**

Welcome to 2019! We hope everyone has had a great break and managed to find some time to relax and enjoy the beautiful weather we have been having.

The majority of the team arrived back on deck on the 7th January after a couple of weeks off. We did have a few work through to keep on top of the litter bins, street sweeping and some reactive tasks.

The siteworks crews have been completing footpath work on Thames Hwy and Regina Lane. The second crew have been working on the new kerb layout for the roundabout going in at the Eden/Reed Street intersection.

The drainage crews have been busy filling scouring of the road shoulders and unblocking culverts throughout the district. We have one digger crew in the Waihemo area and three digger crews in the Oamaru/Corriedale area.

The Maintenance Metalling truck has been responding to washed out sections of roads and working with the graders filling scouring. This unit has been based out of the WDC's pit at Robbs Crossing.

The premix crew has shifted onto the pre-reseal repairs focusing on the Waihemo area, spending a lot of their time on the Macraes Rd.

Our graders have been busy working on their monthly beats while completing urgent flood repairs along the way. The North grader has been working in the Ahuiriri ward for the month. The South grader has been completing flood repairs in the Dunback/Macraes area.

Delta have been focusing on noxious spraying around the district which they are aiming to complete by the end of February. They have also started a spray round of the unsealed network and township spraying.

The stabilisation crews have been busy completing sealed pavement repairs on the Oamaru plains and then shifting to the Island Cliff area. Once this area is completed they will head South to complete the remaining seal damage from the November 18 flood.

## PERFORMANCE

			Last month	January
CRM's	Structures	Monthly	2	-
	Culverts/Side drains	Monthly	21	16
	Fallen Trees	Monthly	-	2
	Flooding Roads/Footpaths	Monthly	5	3
	Frost and Ice Response	Monthly	-	-
	Grading/Metalling	Monthly	10	11
	Kerb and Channel	Monthly	2	2
	Road Litter	Monthly	5	14
	Signs Missing/Damaged	Monthly	3	9
	Roadside Vegetation	Monthly	7	36
	Safety Road Condition	Monthly	18	8
	Sealed Road Failures	Monthly	2	5
	Potholes	Monthly	4	14

TEAM SAFETY	Medical Treatment Intervention - #	Monthly	0	0
	Lost Time Injury - #	Monthly	0	0
	Near Miss/IOF	Monthly	17	168
	Incidents	Monthly	7	32
	Safety Audits/Tours completed	Monthly	13	65

## PROGRESS

Item	Completed	Comments
Stabi's	1,683m <sup>2</sup>	6,859m <sup>2</sup> YTD
Maintenance Metaling (20,000m <sup>3</sup> )	736m <sup>3</sup>	21,074m <sup>3</sup> YTD
Grading (250km target)	259.8km (MTD)	2,277km (YTD)
Road Sweeping	15 (MTD)	94 (YTD)
Signs	Cleaned 3 (MTD) Straightened 2 (MTD)	272 (YTD) 135 (YTD)
Roadside Litter Collection	16 (MTD)	105 (YTD)
Seedlings	25 (MTD)	35 (YTD)
Traffic Counts (300 per year)	51 (MTD)	207 (YTD)

### Inspection Table

Activity	Completed MTD	Completed YTD	Remaining Quantity
Culvert Inspections (240/month)	222	1,422	1,458 (50.6%)
Bridge Inspections (15/month)	8	74	106 (58.9%)

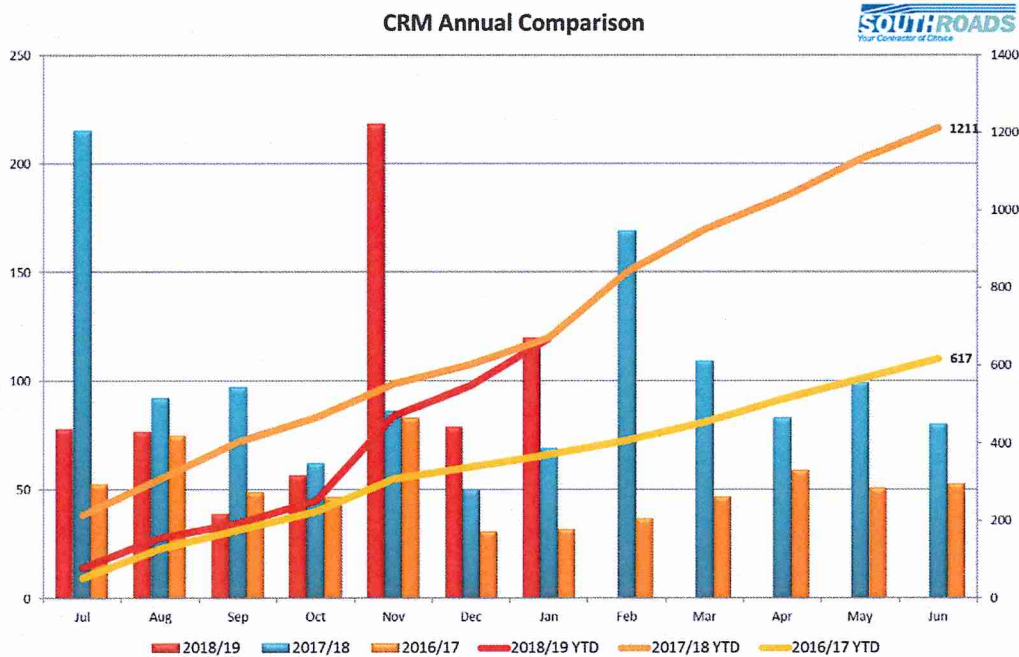
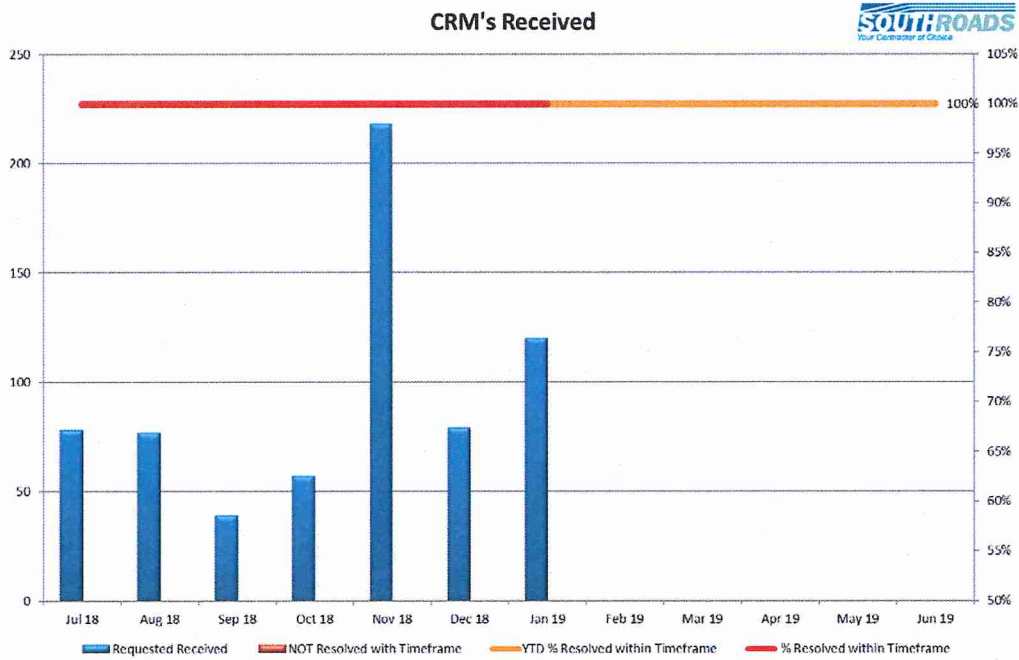
## RISK & STRATEGY UPDATES

Identified Risks		Update
Roads	Henburn Road	This road has been metalled in June 2018. We will monitor this over the winter to see how it holds up with the increased traffic volumes
	Coal Pit Road	Road is holding up still. Would pay to remove the hedge blocking the road from sunlight over the winter
	Waianakarua Road	Coastal erosion work has been completed in 2016. This section of road will be monitored for any other movements.
	Horse Range Road	More movement was detected at the slip sites in May 18, Sep 18 and Dec 18. Levelling work has taken place in July & January to remove the immediate lip this has caused
Slips	Haven Street - Moeraki	Continually moving. This will continue to be monitored.
Strategic	RAMM Data	Pocket RAMM devices are being used to capture data in the field and programme repairs while onsite.
	Reseal sites	Reseal sites have been released for the 2019/20 season. These sites will then be inspected, and repairs programmed to get repairs underway before next season.

## CUSTOMER SERVICE MANAGER REPORT

We received 120 CRM's for the month of January. This is up 41 on last month, majority of the difference is 29 more roadside vegetation requests. Some of these included trees from private properties coming out onto the footpaths. The other increase was 10 more pothole requests than December, this was caused by a combination of the event and the Christmas break where some high-volume roads had potholes missed.

## CRM GRAPHS



## PERFORMANCE MEASURE RESULTS

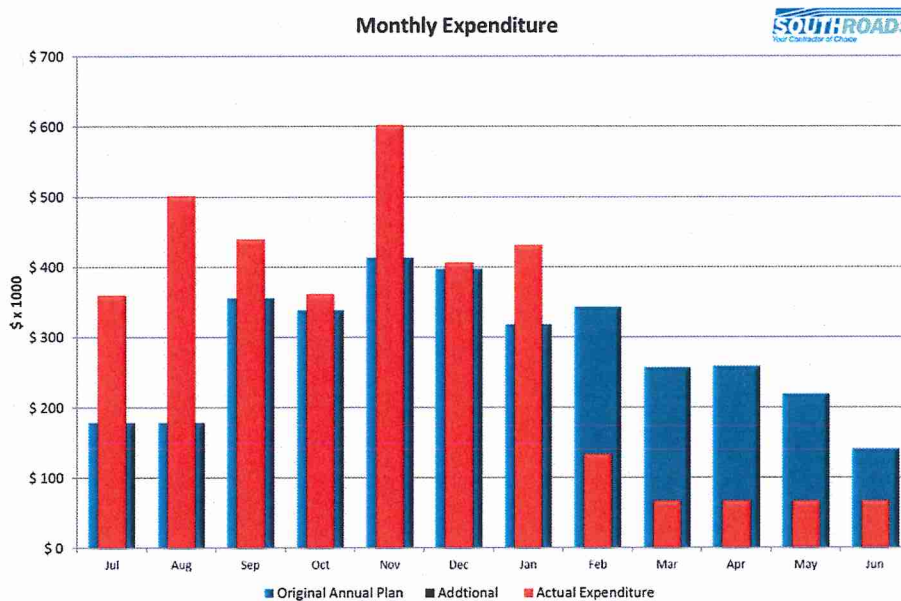
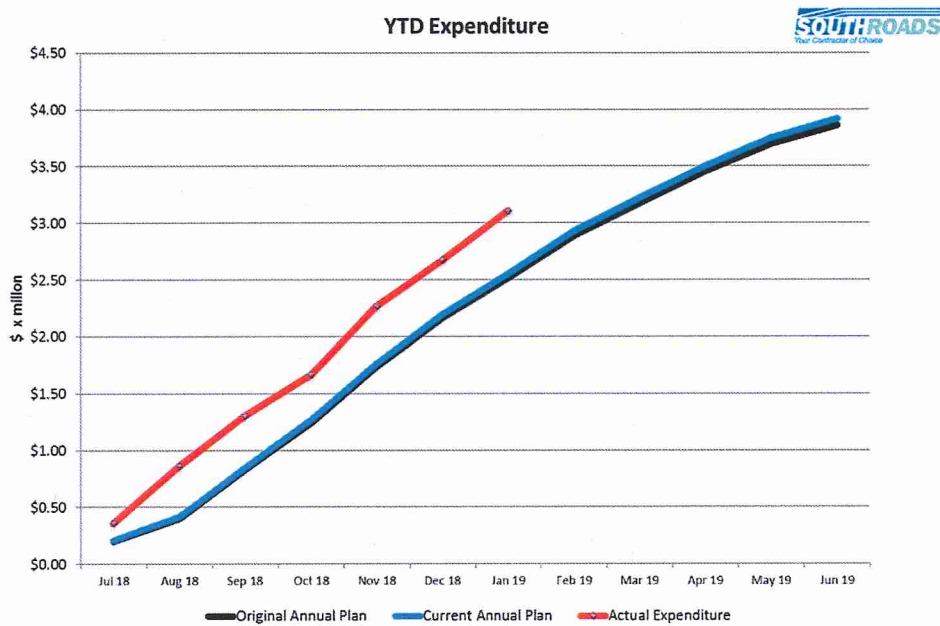
For January the Management Performance Measures we have scored 90% compliance. Focus will be put into improving traffic count data and sending it to the WDC monthly.

The Operational Performance results are at 74% compliance. Focus will be put into vegetation control and pest plant control to get these back on track. Also, we scored ourselves down on drainage with the number of blocked culverts still to be cleared from the November flood.

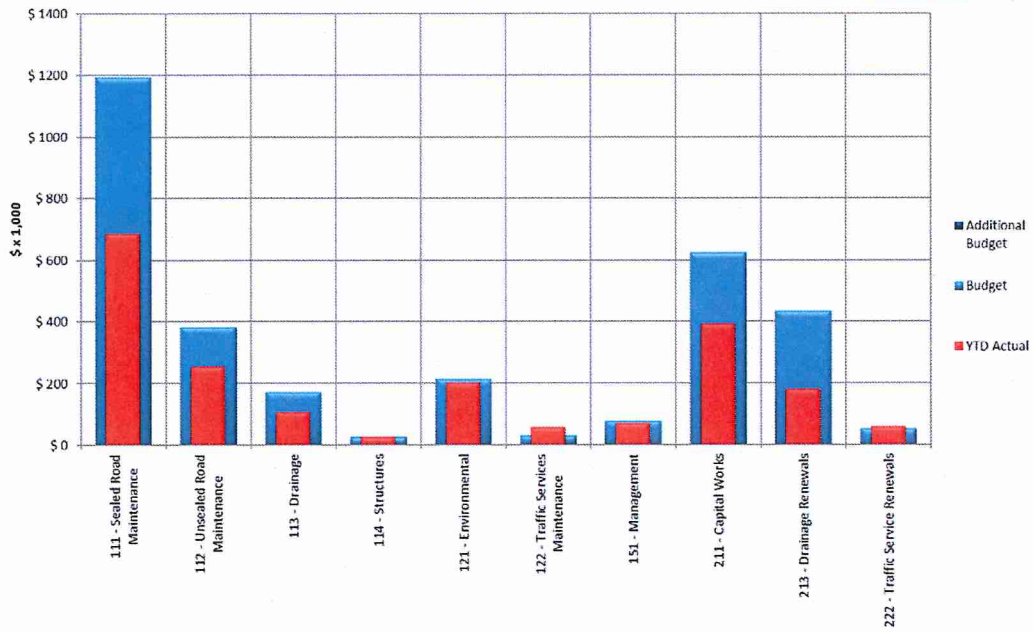
## GOLD STAR INITIATIVES

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

## FINANCIAL GRAPHS



### Expenditure by Category



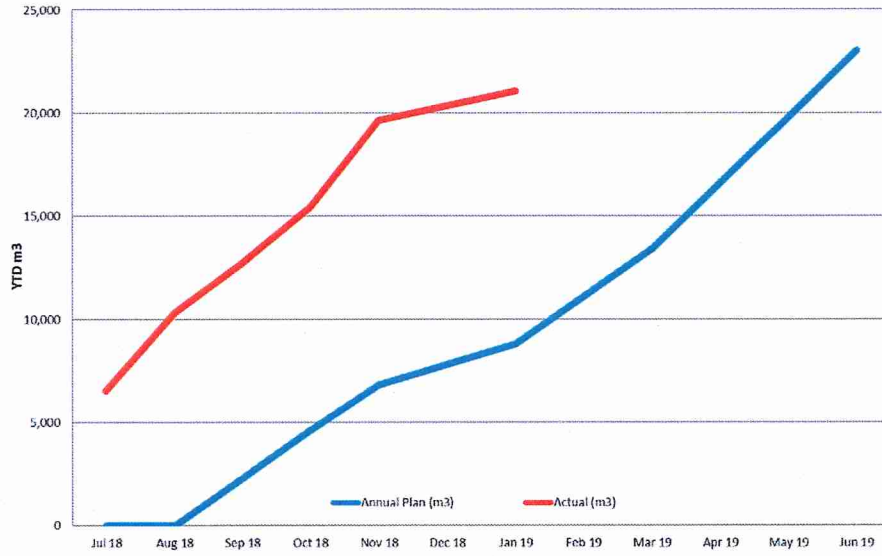
## KEY PERFORMANCE INDICATOR GRAPHS

### Grading

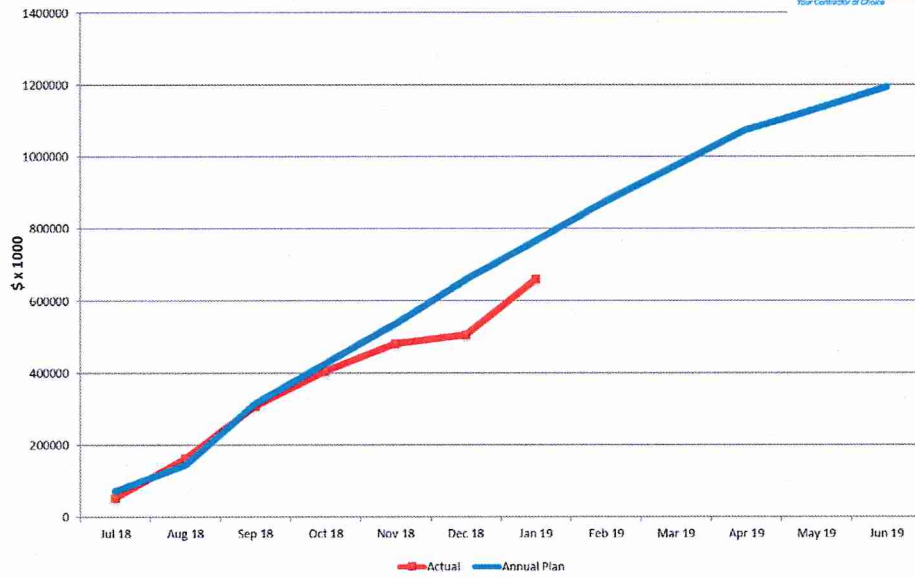




### Metalling



### Cat 111 - Sealed Road Maintenance



## FINANCIAL SUMMARY

All Works Summary	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	Under(-ve)/ Over (+ve)	%age Under(-ve)/ Over (+ve)
Original Annual Plan	201406	201406	426285	415316	493249	427571	348888	372498	286177	281161	242007	163310	3859273		
Additional	0	0	0	0	0	0	0	0	0	0	0	0	0		
Current Annual Plan	206211	206211	431091	420121	498055	432377	353694	377303	290982	285966	246812	168115	3916936		
YTD Revised Annual Plan	206211	206211	431091	420121	498055	432377	353694	0	0	0	0	0	2547758		
Actual Expenditure	360728	501722	439750	362494	602189	407226	431704	134141	67991	67991	67991	67991	3511919	-405017	-10%
Remaining Cyclic	0	0	0	0	0	0	0	0	0	0	0	0	0		
Tasked Forward Work	0	0	0	0	0	0	0	529221	537233	337581	255004	170687	1829727		
Projected Expenditure	360728	501722	439750	362494	602189	407226	431704	663362	605225	405572	322996	238679	5341645	1424709	36%

### FINANCIAL COMMENTARY

The year completed expenditure is \$3,105,812.00. The claim for the month was \$431,704.00(including township works) and consisted of mainly programmed works and maintenance activities.

# Waihemo Community Board Memorandum

**From** Recreation Manager

**Date** 4 March 2019

## Recreation Update

### Recommendation

That the Waihemo Community Board receives and notes the information.

### Purpose

The purpose of this memorandum is to update the Waihemo Community Board on routine work, maintenance issues and progress on minor projects for the period 1 December 2018 to 18 February 2019.

### Toilets

#### *Palmerston Dump Station*

The Council approved Mill Domain as the preferred site as its meeting on 19 February 2019. Tenders for design and build will be sought. It is anticipated that work will commence around May / June 2019.

#### *Hampden Town Toilet*

The Recreation department continues to remove waste water from the site while also investigating disposal options. Part of this is confirming volumes from the toilet and the community housing.

#### *Katiki Straight*

Norski toilets have been ordered for installation at the north and south ends of the straight. These are funded through the successful MBIE Tourism Infrastructure Fund application. Building consent is being sought. It is anticipated that these will be installed in March/April 2019.

### Parks

#### *Maintenance*

The contractor undertaking the parks maintenance has struggled with the prolific growth through spring 2018 and into summer 2019. The team has been addressing this with the contractor. The contractor is taking the following actions to rectify these issues:

- Purchasing a trial unit (there are none in New Zealand at this time) to pick up grass. Once landed, the unit will come to Waitaki. It will assist with the issue of clippings on reserves. This allows a separate tractor to tow, thus not losing the main tractor.
- A Team Leader position is being advertised, in order to provide the greater leadership, support and technical knowledge to the team.
- Implementing a new work programming tool to give better transparency.
- A review of frequencies and duties.
- Review of the mowing plant in replacing one of the out-front mowing units with a more versatile and efficient Wide Area Mower (WAM).

#### *Moeraki*

The eroded outlet for stormwater at the western end of the Millennium walkway will be reinforced with rock in the coming weeks. Old Man's Beard and Passionfruit have been the focus for undesirable species control through the walkway this year.

Otago Regional Council (ORC) is preparing to consult with the community about a coordinated approach to rabbit control in the Moeraki and Hampden areas.

*Macraes Domain*

Macraes Domain has been exceptionally wet. Council has agreed to supply materials, with specialists undertaking the installation of a new field drain.

A draft lease agreement is being prepared for the Macraes Pavilion.

*Streetscape Improvements*

Some of Dunback's streetscape planting was lost with the flooding. Some plants have been replaced recently and officers plan to meet with the community to review the design.

Hampden streetscape has been completed apart from the suggested bulbs and a few trees that did not get planted due to objections from neighbours and areas influenced by the New Zealand Transport Agency (NZTA).

*Improvements*

At its 19 February 2019 meeting, Council approved a proposed boundary adjustment. A sale and purchase agreement and an easement agreement are being prepared.

*Ignite*

Officers met with students to progress their ideas and will be involving them in the site meetings for the Waihemo Bike Park project.

*Palmerston Bike Park*

Two tenders were received for the Palmerston Bike Park, with the contract being awarded to M3Contracting. The asphalt track will be completed prior to Easter 2019, and the clay track and remaining work completed by the end of June 2019. A further \$15,000 of fundraising is required to ensure all works can be completed to a satisfactory standard. Students involved with the Ignite programme will be meeting with officers and contractors to help decide on a layout of the track.

*Palmerston Showgrounds*

Officers intend to replace the existing failed drain with a new one that runs along the south side of the field and along the western side of the Palmerston Hall before discharging onto Gilligan Street where the previous drain discharged.

*Hampden Camp Discharge Fields*

In accordance with the sale and purchase agreement, the Hampden campground owner is planning to improve the wastewater system for the camp and will be applying for resource consent.

**Waihemo Reserve Improvements Budget**

The improvement budget for this year is \$112,000, of which \$50,000 is allocated to the bike park, \$50,000 allocated to walkway connections, \$7,000 allocated to Hampden Beach Bollards along with rubbish bins and picnic tables (carried forward from last year), and \$1,000 to a sign for Palmerston Skate Park, which leaves \$4,000 to be allocated.



Neil Jorgensen  
**Assets Group Manager**

Erik van der Spek  
**Recreation Manager**

# Waihemo Community Board Memorandum

**From** Building Services Manager

**Date** 4 March 2019

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## Building Consents Issued in Waihemo Ward for the Months of December 2018 and January 2019

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**Recommendation**

That the Waihemo Community Board receives the information.

**Purpose**

To provide the Board members with a list of building consents issued in Waihemo Ward for the months of December 2018 and January 2019.

December 2018 – No consents were issued in the Waihemo ward during December.

January 2019

<b>Project Address</b>	<b>Project Description</b>	<b>Value of Work (\$)</b>
Haven Street, Moeraki	Marquee for a wedding	1,500

Roger Cook  
**Building Services Manager**



Lichelle Guyan  
**Heritage, Environment and Regulatory Group Manager**

# Waihemo Community Board Memorandum

**From** Accounting Manager

**Date** 4 March 2019

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## Waihemo Community Board Financial Update – March 2019

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### Recommendations

That the Waihemo Community Board:

1. receives and notes the balances of separate rate accounts within the Waihemo ward; and
2. receives and notes the report detailing movements and the balance of funds available for distribution to community projects within the Board's ward.

### Background

#### Separate Rate Accounts

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

Several targeted rates relate directly to communities within the Community Board's oversight, so it is appropriate that the Board is kept informed of their status. This information is updated quarterly, at 30 September, 31 December, 31 March and 30 June in each financial year. The information attached is current at 31 December 2018.

#### Community Funding

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

- **Discretionary Fund**


At the request of the Community Board, Council made no allocation in the first year of the 2018-28 Long Term Plan, so the Board has only unspent funds brought forward from the 2017/18 and prior periods with which to fund small community projects. As usual, any balance remaining unspent at year end may be carried forward and combined with the budget for the 2019/20 financial year. Current year's expenditure is detailed in the report.

- **Community Grants**

The Community Board has an annual budget for "Community Grants", including \$5,000 "tagged" for the Palmerston Museum and a further sum for general community groups. As with the Discretionary Fund, any unspent balances can be carried forward until spent.

### Conclusion

Any questions related to the information provided in these reports should be directed to Council's Financial Services unit via the Board's Chair.



Ian Wells  
Accounting Manager



Paul Hope  
Finance and Corporate Development Group Manager

### Attachments

- Appendix (a) Separate Rate Accounts, balances at 31 December 2018  
Appendix (b) Funds Available for Distribution at 22 February 2019

## Appendix (a) – Separate Rate Accounts at 31 December 2018

### Waihemo Community Board

Separate Rate Accounts 1 July 2018 - 31 December 2018

	Rate Account		Depreciation Reserve		Internal Loans	
	Balance 01-Jul-18	Balance 31-Dec-18	Balance 30-Jun-17	Balance 31-Dec-18	Balance 30-Jun-17	Balance 31-Dec-18
<b>Ward Services</b>						
Waihemo Ward Services	365,565	<b>331,209</b>	148,918	<b>178,817</b>	(155,556)	<b>(131,323)</b>
<b>Specific projects to fund</b>						
Streetscape - Hampden		20,000				
Ward discretionary fund		20,000				
Waihemo reserve improvements		8,000				
Discretionary fund		7,176				
Community grants		25,854				
<b>Total committed</b>		<b>81,030</b>				
<b>Township Amenity</b>						
Hampden	66,310	<b>34,459</b>				
<b>Specific projects to fund</b>						
Septic Tank cleaning		<b>29,804</b>				
Moeraki	35,403	<b>37,987</b>	331	<b>397</b>	-	-
Palmerston	131,543	<b>107,341</b>	90,363	<b>94,031</b>	-	-
Shag Point	(1,795)	<b>(1,045)</b>	-	-	-	-
<b>Hall</b>						
Dunback	7,000	<b>7,992</b>	-	-	-	-
Hampden / Moeraki	40,548	<b>40,966</b>	-	-	-	-
Macraes	457	<b>667</b>	-	-	-	-
Moeraki	24,427	<b>21,455</b>	-	-	-	-
Palmerston	10,646	<b>10,032</b>	66,901	<b>39,302</b>	-	-
Waianakarua	6,064	<b>6,124</b>	-	-	-	-
<b>Water</b>						
Hampden - now with Oamaru	-	-	-	-	-	-
Stoneburn	68,739	<b>56,873</b>	179,447	<b>192,836</b>	-	-
Waihemo	(148,265)	<b>(179,327)</b>	(456,392)	<b>(421,630)</b>	(854,390)	<b>(790,653)</b>
<b>Sewerage</b>						
Moeraki	(3,306)	<b>(30,256)</b>	97,728	<b>111,104</b>	(37,771)	<b>(35,751)</b>
Moeraki Reticulation Loan	-	<b>(103)</b>	-	-	(26,896)	<b>(13,224)</b>
Moeraki Treatment Loan	-	<b>(137)</b>	-	-	(16,088)	<b>(7,915)</b>
Palmerston	89,935	<b>76,352</b>	512,591	<b>562,732</b>	(135,820)	<b>(129,037)</b>

Note - Council has commenced the programme of septic tank cleaning in Hampden

Note - Hampden Water is now a zone of Oamaru Water, and will no longer be reported separately to the Board

Note - the two Moeraki Sewer loans finish at 30 June 2019

## Appendix (b) – Funds available for distribution at 22 February 2019

### Waihemo Community Board

#### Funds available for community purposes

	Balance 01-Jul-18	Annual Rates	Operating Expenditure	Available 22-Feb-19
<b>Community Grants</b>				
Palmerston Museum (specific)	10,000.00	5,000.00	-	<b>15,000.00</b>
Other	21,465.00	4,000.00	14,611.69	<b>10,853.31</b>
			Restore town clock	14,611.69
<b>Discretionary Fund</b>				
	7,576.00	-	400.00	<b>7,176.00</b>
			Hanging baskets project	400.00
Total available	<u>39,041.00</u>	<u>9,000.00</u>	<u>15,011.69</u>	<u>33,029.31</u>



# Waihemo Community Board Memorandum

**From** Board Chairperson

**Date** 4 March 2019

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## Chairperson's Report

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### Recommendation

That the Waihemo Community Board receives and notes the information.

### Discussion

The Chairperson's report will be presented verbally at the meeting.

The content of the report will subsequently be included in the meeting minutes under the relevant agenda item.



pp.

**Kathy Dennison**  
Waihemo Community Board Chair

# *Waihemo Community Board Memorandum*

**From** Waihemo Community Board Members

**Date** 4 March 2019

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## **Community Board Members' Reports**

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### **Recommendation**

That the Waihemo Community Board receives the Community Board Members' reports.

- **Community Board Members' Reports (verbal reports at meeting)**

# Waihemo Community Board Report

**From** People and Culture Group Manager

**Date** 4 March 2019

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## Waihemo Community Board Workshops 2019 – Forward Planning Schedule

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### Recommendation

That the Waihemo Community Board receives the information and confirms where possible dates and timeframes, topics, and venues for its workshops during 2019.

### Purpose

The purpose of this information is to provide the Waihemo Community Board with the proposed schedule of workshops for 2019, and to seek the Board's confirmation of workshops details to enable officers to prepare workshop papers and their workshop attendance at the relevant times.

### Summary

At the Joint Community Boards' Workshop on Monday 4 February 2019, there was discussion about the proposed workshop sessions that would be held by each Community Board on the alternate months between their scheduled formal meetings. It was agreed that the same pattern of dates would be used for these workshops as has been used for the meetings – that is, the Waihemo workshops would be held on the first Monday of the month, and the Ahuriri workshops on the second Monday of the same month. The Waihemo Community Board Chair also expressed her preference to keeping the timeframe for the workshops to 1.5 hours each time, from 6.30pm to 8.00pm.

Taking account of the aforementioned discussions, an initial outline of the Schedule of Workshops for the Waihemo Community Board during 2019 is provided below (refer next page). Some date and time details have been highlighted (in yellow) because they differ from the schedule pattern and therefore require Board confirmation. At the time of writing, the first workshop on 1 April has been allocated completely to the 10 Year Community Plan, unless the Board decides to extend the timeframe to allow other topic/s to be discussed there.

To assist officers with planning and information for report-writing, it would be helpful if Board members could provide their suggestions for workshop topics and timings. That information will then be 'stored' in the final row of the table for ease of reference.

It has been agreed with the Board Chair that this paper will become a permanent agenda item for each Board meeting. It will provide Board members with the opportunity to discuss and agree on workshop topics, dates, times, and venues for inclusion in the relevant row of the table. It will also enable action managers/officers to propose their workshop requirements as part of the agenda production process, for confirmation by the Board at the meeting. In this way, the document will become a "rolling" schedule, where items are proposed and agreed from workshop to meeting.



Ainslee Hooper  
Governance and Policy Advisor



Lisa Baillie  
People and Culture Group Manager

*Attachment: Waihemo Community Board Workshops 2019 – Forward Planning Schedule*

## Waihemo Community Board Workshops 2019

### Forward Planning Schedule

Date/Time/Venue	Workshop Topic/s and time required	Action Manager
Monday 1 April 2019 6.30pm – 8.00pm Waihemo Service Centre	1. 10 Year Community Plan (1.5 hours) <b>FULL (unless workshop timeframe extended by Board)</b>	Mike Searle
Tuesday 4 June + 2019 6.30pm – 8.00pm Venue TBC		
Monday 5 August 2019 6.30pm – 8.00pm Venue TBC		
Monday 7 October 2019 6.30pm – 8.00pm Venue TBC		
Monday 9 December + 6.00pm – 6.30pm+ Waihemo Service Centre		

*Key: + date or times vary from usual scheduling pattern (eg due to a public holiday or a variation in the meeting schedule for the final meeting of the year)*

**Potential Waihemo Community Board Workshops – to be discussed and confirmed for scheduling into the table above at a formal Board meeting following receipt of the proposal**

Proposed Day / Time / Venue	Proposed Workshop Topics	Proposed by Board Chair / Officers

# Waihemo Community Board Memorandum

**From** People and Culture Group Manager

**Date** 4 March 2019

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## Information Report to Community Boards – March 2019

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### Recommendation

That the Waihemo Community Board receives and notes the information.

### Summary

The following reports present information prepared by the Mayor and Chief Executive, and the Finance and Corporate Development Group Manager:

- Mayor's and Chief Executive's reports to the 19 February 2019 Council Meeting
- Health and Safety Update to the Finance, Audit and Risk Committee Meeting, 19 February 2019.

### Purpose

The purpose of this information is to bring Community Boards up to speed with matters considered by Council over the preceding period.

Community Board Chairs and members may have already received this information.



Ainslee Hooper  
Governance and Policy Advisor



Lisa Baillie  
People and Culture Group Manager

# Waitaki District Council Memorandum

From Mayor Gary Kircher

Date 19 February 2019

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## Mayor's Report

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### Recommendation

That Council receives and notes the information.

### Purpose

The following comments are provided to bring Councillors and the public up-to-date with a number of issues and happenings that have arisen since the last Council meeting on 4 December 2018.

### Oamaru Hospital

As one of our Council Controlled Organisations, we have a higher-than-usual interest in our local hospital. In recent times, we have met with the board and management where they have shared their vision for a better hospital offering more services, safely and efficiently.

At the moment, there is a lot of angst, and even anger in the community as the board carries out what they see is necessary to get them into that position. This is due to the extensive restructure proposal that the hospital management has come up with and put to staff. Understandably, it is an upsetting time for staff and by extension, the community. The health system is a complicated beast and this restructure proposal reflects that. It is difficult to understand the workings of the hospital with its many departments, its 24-hour operation, the wide range of roles within the hospital, and the qualifications and abilities required to carry out the varied tasks.

Unfortunately, the Council is getting drawn into the debate as we are both the owners (on behalf of the community) and the elected leaders of the community. My vision for the hospital is simple – To provide the best possible health services for the people of Waitaki. It is why we own the hospital, it is why we monitor its performance and spend the time on it that we do, and it is why we have been very involved in the development of the Observatory Retirement Village. Like many in our community, I will fight for the future of the hospital!

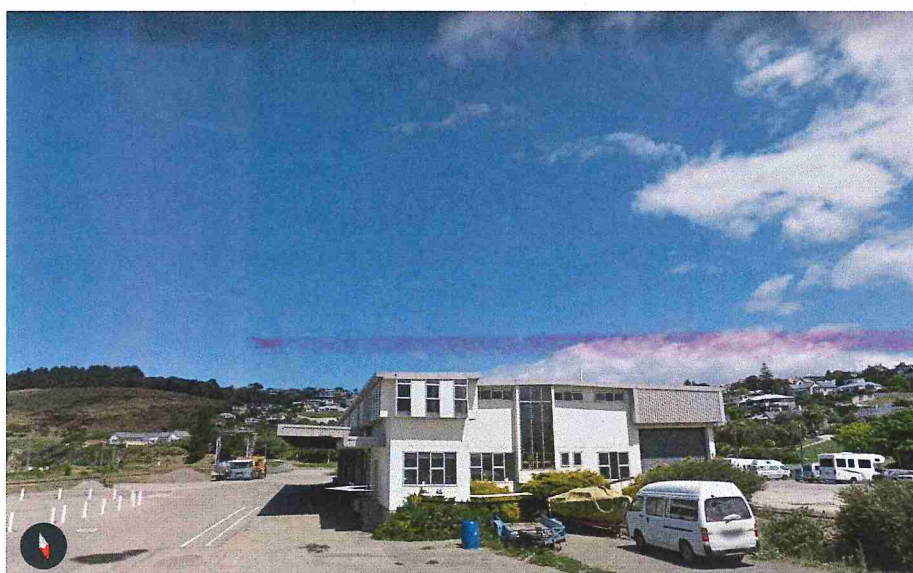
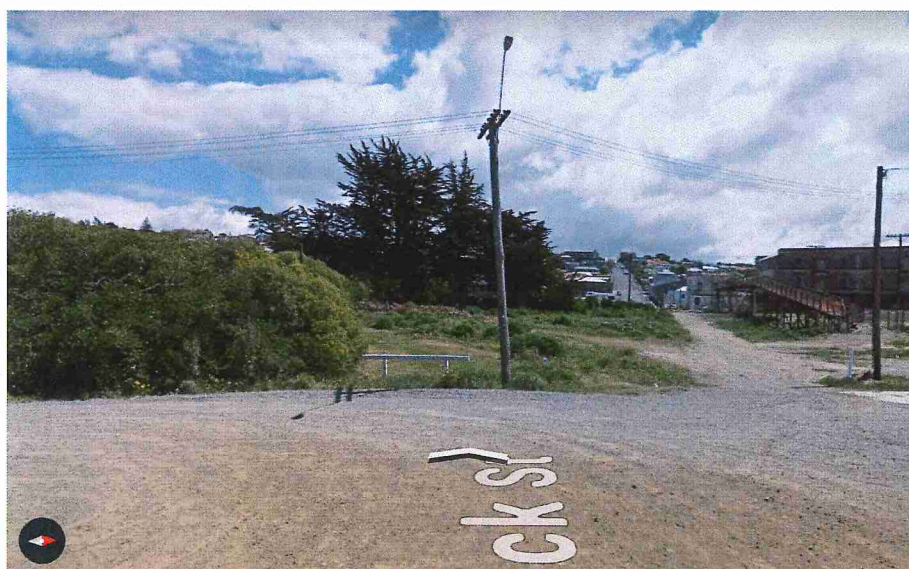
However... the angst at the moment is because our community does not know what the vision of the board is. It has not been communicated to the wider public, and actions are being taken which seem to be in opposition to achieving better, safer services for the hospital. More has to be done to convey the vision, and to tie in actions being taken to how they will help achieve it. I am doing what I can to help, but when the Council has appointed a board to get on with delivering the service, we are limited in what we can do. We will continue to monitor the situation and do what we can to help the board provide a better service for our community than what we have.



## Oamaru Harbour and Heritage Quarter Strategy – Update

Having gone through a very successful initial engagement process, we are now faced with some hard decisions to make on how we now mould all of that information into a draft plan to go out to the public for consultation and feedback. As I have told our community, it is important for them to have a say in the final document. The question is – to what level of detail do we go to in the masterplan? – because essentially this is a case of having to decide how long the piece of proverbial string is.

At today's Council meeting, we have a number of options to consider around that level of detail, and the professional services required to get it. I have to admit that it was a surprise to find out that this was not included in our original project, but the cost of getting a good job is the cost, and we need to complete this job. I look forward to going out to the public with a comprehensive plan which has good guidelines, good protections, and which will help inform us and the next Council when decisions have to be made. It will of course require updating from time to time, but it should become the guiding document for the next twenty years or more.



A reminder of how it used to be...

### Our parks contract

In my last Oamaru Mail column, I was critical of how poor a number of our parks and gardens were looking. After more than two years of defending our decision to change contractor, it was another growth period where our contractor just could not keep up. I was frustrated, our staff were frustrated, the public was frustrated; it reflected poorly on Council and enough was enough. My comments were aimed at the contractor's management, as I acknowledged the good people they have on the ground

here in Waitaki, and the good people we have working for us in our Parks and Recreation department. Unfortunately, it did not come across that way to everyone and I apologise to those who felt that way.

There are some great things happening – North Otago Cricket tells me that its grounds have never been better in the past ten years, and I have been told that N.O. Tennis is also very happy with how its courts have been maintained.

The further good news is that there has now been some action at the contractor's head office and I had a meeting with their national manager for open spaces contracts. He acknowledged some of the shortcomings and apologised for the situation getting to where it did. We talked about how we can avoid this situation arising again and how we can work together more closely to manage the challenges of high-growth periods. I came away from the meeting feeling more confident that this can be sorted, that we get what was agreed in the contract, and that our public get the level of amenities they are paying for.

I want to thank Erik van der Spek and his team for their good work which includes many parks, reserves, public toilets, sports grounds, rubbish bins and more across Waitaki. It is a huge job, and it is very appreciated by many.

### **Tuia Programme**

The Tuia Programme is being run under the umbrella of the Mayors' Taskforce for Jobs. It is a leadership mentoring programme targeted at young Maori and has been running for the past several years. I have decided to participate this year, because of the value that other Mayors are telling me they get out of it. Although it is about the Mayor mentoring the young person, it is in fact a two-way exchange with many Mayors saying they get as much out of it as they put in.

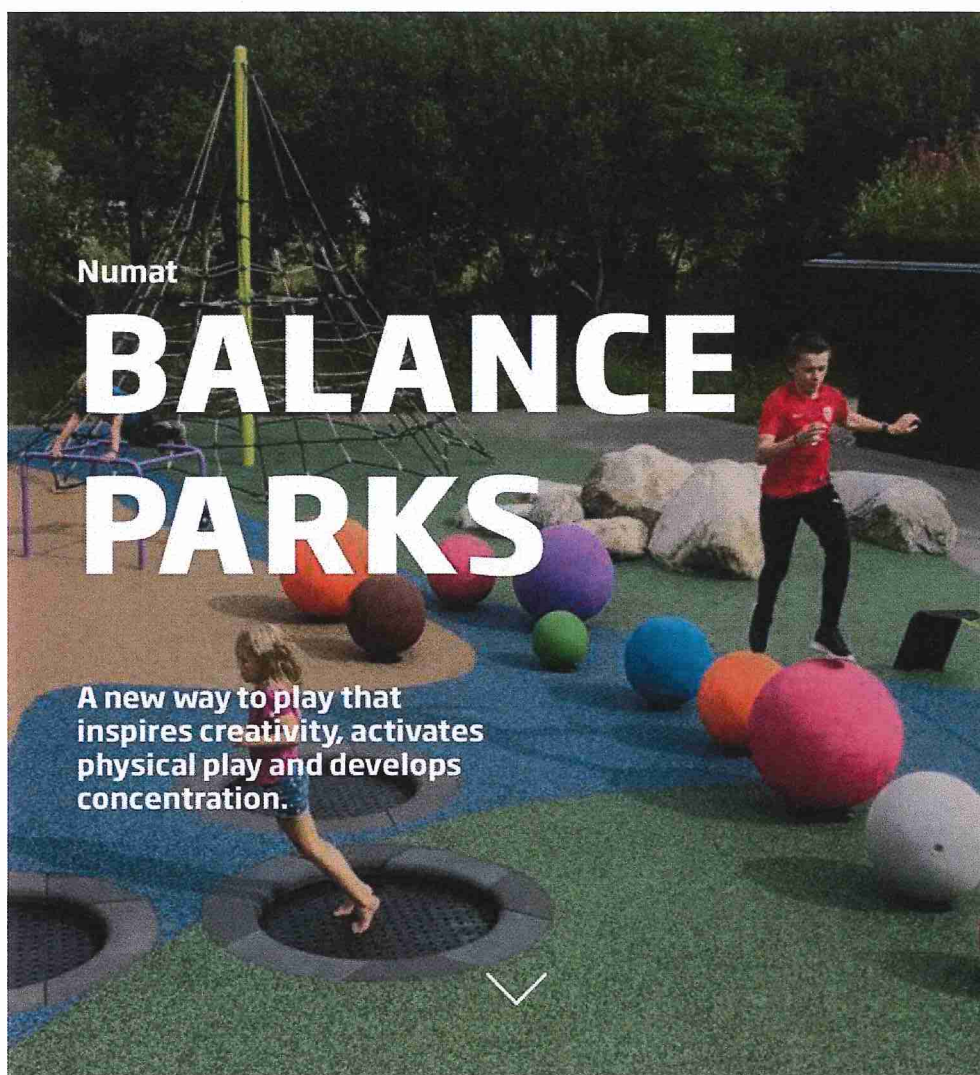
In addition to the mentoring, there are several wananga (leadership training sessions) that the rangatahi (young person) goes to, getting to meet all of the other participants and learning how to become better leaders in their communities.

To select a local rangatahi, I asked a couple of local contacts for potential applicants, and was pleased to get a list of around a dozen names. That was then whittled down, and I met with three young people. All showed good promise and it was actually a much more difficult decision than I had expected. In the end, Irihapeta Parker-Davies was chosen and she was pleased to accept. Iri, as she is known, was head girl at Waitaki Girls' High a few years ago and is employed locally as a dental assistant. She is of Ngai Tahu descent and regularly attends Te Runanga O Moeraki meetings. I look forward to introducing Iri to Councillors soon.

### **Thanks Numat!**

Although you all know about the new balance park play area at the Steampunk Playground, I want to again thank Numat for their generous donation to our community. This innovative, local company has made a name for itself through its excellent products, originally in the farming industry, but more recently with its brightly coloured safety matting for playgrounds. The balance park concept is an imported one and it promises to be an excellent addition to their range. It is a lot of fun, it is challenging, and as we have seen with our example, it is very versatile. Numat has been able to come up with more muted colours to suit the Steampunk Playground and the new area is being well used and enjoyed by young and old! Just as our community relies on many wonderful volunteers to help make it great, we also are lucky to have some very generous companies that add value to what we have.





### Waitangi Day

In recent years, Waitangi Day in the southern region has been celebrated by Ngai Tahu in one location, with the venue moving to a different location each year. This year it was the turn of Queenstown to host the event, the first time there, and the first time it was held away from the coast. As a sign of the significance of celebrating the day as a region, the Mayors of Southland and Otago have agreed to take part whenever possible, and whilst it takes us away from our own districts on the day, it is a great sign of solidarity for the south.

The weather was excellent in Queenstown, the scenery from the rugby ground venue was spectacular, and given that we walked to the ground, the traffic was tolerable. We were welcomed onto the ground in the traditional way, and the welcome and speeches were made. The Crown was represented by MPs from Labour, National, and New Zealand First, and Mayors and regional Chairs were almost all there.

The entertainment was excellent, as was the kai. One of the good opportunities of these events is of course the chance to cement the partnership we have with Maori, and our presence was appreciated. I managed to have a number of good discussions, including with Mark Patterson who represented New Zealand First. As the party which essentially is responsible for the Provincial Growth Fund, it was a valuable opportunity to discuss that fund and to invite Mark to Waitaki to show him some of the great projects we have on the go, or in the pipeline. I am looking forward to hosting him here soon.

The day itself went off really well and it was a true celebration of the partnership we enjoy with Ngai Tahu. It certainly is a very good contrast to the political activism which features in some other parts of the country.



The welcome and some of the entertainment, including a very good speech by David Higgins from Te Runanga O Moeraki

#### Meetings Attended:

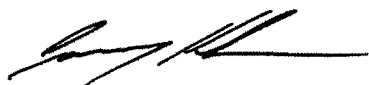
26 November	Mayor and CEO catch-up
26 November	Meeting with Directorship candidate
26 November	St Kevin's College Assembly Presentation – Harbour Area Engagement
26 November	Interview 45 South TV
26 November	Citizenship Ceremony
26 November	Community Meeting, re Duntroon Fire Unit
27 November	Draft Agenda Meeting
27 November	Business Visit to Kuriheka
27 November	Councillors' Meeting with Tourism Waitaki Board
27 November	Annual Plan update Workshop
27 November	Councillor briefing
28 November	Meeting with April Dickson re potential exhibition
28 November	Meeting re Hospital Issues
28 November	Corporate Planning Meeting
28 November	Observatory Retirement Village Presentation – Harbour Area Engagement
28 November	Meeting with Mark Julius – Oamaru Mail
28 November	Meeting and Site Visit with Mr and Mrs Lough, Grove Avenue
28 November	Opening of the new Oamaru PlaceMakers Store
29 November	Meeting with Gerard Quinn, EDM
29 November	Phoenix Mill Water Wheel Meeting
29 November	Meeting with Thelma Bear and others – Hospital concerns
29 November	Meeting with Ken McKeown re harbour matters
29 November	Meeting with Heather Bauchop re heritage matters
29 November	Lennox Sharp's Retirement – East Otago High School
29 November	Meeting with Waikouaiti Museum Trust
29 November	Meeting with Palmerston Museum representatives
29 November	Meeting with Mr Hall, re flooding
30 November	Radio Interview with OJ on The Breeze
30 November	Waitaki Resource Recovery Trust – Presentations and Site Visit
30 November	Meeting with Waitaha representatives
30 November	Otago Business Awards
1 December	Kakanui School Beach Day
1 December	Heritage Celebrations – catch-up
3 December	Newshub Interview
3 December	Mayor and CEO catch-up
4 December	Meeting with Mitre 10 Mega representatives
4 December	Council Meeting

4 December	North Otago Riding for the Disabled – Presentation of Trust Power Award
4 December	Councillor Briefing
4 December	Forget Me Not – Remembrance Service
5 December	Meeting Network Waitaki Team – Wellington
5 December	Meeting Hon Megan Wood – Parliamentary Office
6 December	Meeting Gerard Quinn – EDM
6 December	Meeting with NZ Whiskey Collection
6 December	Meeting re St Paul's renovations
6 December	Visit to Iona Home
6 December	Canterbury Mayoral Forum working dinner
7 December	Canterbury Mayoral Forum
10 December	Interview with Real Radio
10 December	Mayor and CEO catch-up
10 December	Meeting with Dan Lewis re Radio
10 December	Waitaki Whitestone Geopark Trust Meeting
10 December	Meeting Tourism Strategy Discussions
10 December	Interview 45 South TV
10 December	Waihemo Community Board Meeting
11 December	Infocouncil/LG Hub Installation and Training
11 December	Workshop – Coastal Hazards
11 December	Workshop – Oamaru Harbour
11 December	Workshop – Library Review with Steven Finlay LGNZ
11 December	Councillor briefing
11 December	Meeting with North Otago Tennis
11 December	North Otago Hospice Opening
11 December	Youth Council End of Year Event
12 December	Workshop – Engagement via Social Media
12 December	Workshop – Local Government Funding and Financing
12 December	Meeting with Pamela Peters re governance
12 December	Executive Committee Meeting
12 December	East Otago High School Prizegiving
13 December	Iona Residents and Family Christmas Party
14 December	Phoenix Mill Water Wheel – Site Visit
14 December	Meeting Tuia Programme and Prospectus
14 December	Meeting with Pam Kennedy and Chelmer Street Residents
14 December	Carol Melville's Retirement Party – Dunedin
16 December	Christmas in the Park
17 December	Mayor and CEO catch-up
17 December	Oamaru Police Station – Presentation of bravery awards
17 December	Ahuriri Community Board Meeting
18 December	Workshop – Recreation Centre
18 December	Workshop – Oamaru Gardens Playground Redevelopment
18 December	Workshop – Campbells Bay Toilet Renewal
18 December	Workshop – Annual Plan update
18 December	Site Visit to Observatory Hill Retirement Village
18 December	Site Visit to Oamaru Whitestone Civic Trust
18 December	Mayoral Christmas Function
19 December	Meeting with Ruth Kibble, Oamaru Hospital
19 December	Oamaru Library – Volunteers Morning Tea
19 December	Corporate Planning Meeting
21 December	Meeting Observatory Hill Retirement Village Trust

#### 2019:

7 January	Mayor and CEO catch-up
9 January	Interview Oamaru Heritage Radio
9 January	Meeting with Ruth Kibble, Oamaru Hospital
9 January	Meeting and Lunch with Dunedin Airport representatives
10 January	Meeting with Bruce Comfort re safety concerns
10 January	Meeting with Rebecca Ryan – ODT
10 January	Meeting with Ian and Gloria Hurst
11 January	Meeting with Lisa Scott – Communications Specialist
11 January	On-site briefing – Tyne Street Tree Removal
11 January	Poshtel Tour
14 January	Mayor and CEO catch-up
14 January	Site visit to River-T Winery
14 January	Meeting with Waitaki Valley Winegrowers Association

14 January Interview with 45 South TV  
15 January Meeting with re Skate park issues  
16 January Meeting with Kathy Dennison, Waihemo Community Board  
16 January Corporate Planning Meeting  
24 January Interview with Oamaru Mail  
25 January Interview OJ – The Breeze  
25 January Meeting with Mayor Donna Favel re newcomers programme  
28 January Mayor and CEO catch-up  
28 January Draft Agenda Meeting for Committees Day  
28 January Briefing for Mayors and Chairs  
28 January Communications Portfolio meeting  
28 January Chinese Spring Festival  
29 January Briefing from Waitaki District Health Services  
29 January Meeting Lichelle Guyan to discuss Delegations Manual  
29 January Meeting Tihou Messenger-Weepu, re Tuia Programme 2019  
29 January HUB Meeting  
29 January Meeting with Hon Jacqui Dean MP  
29 January Community Meeting – re Our Rural Hospital  
30 January Heritage Radio Interview  
30 January Meeting Jos and Melita van Wordragen – project Low Impact Living  
30 January Meeting Ray Souness – RSA Building  
30 January Femke's Final Presentation  
30 January Corporate Planning Meeting  
31 January Canterbury Mayoral Forum working dinner  
1 February Canterbury Mayoral Forum  
1 February Meeting with Jim Harland, NZTA



**Mayor Gary Kircher**

# Waitaki District Council Memorandum

From Chief Executive

Date 19 February 2019

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## Chief Executive's Report

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### Recommendation

That Council receives the information.

### Purpose

The following comments are provided to bring Councillors up-to-date with issues that have arisen since the last Council meeting on 4 December 2018.

#### 1. The Year Ahead

2019 has commenced with staff in all areas of Council's operations 'hitting the ground running'. Growth within the district is accelerating, placing increased demands and pressures on the Heritage, Environment and Regulatory and the Assets Groups in particular. Our building consents team is currently trialing e-services and the use of electronic building consent processing. The use of such technologies to make processes more efficient and customer-friendly will assist with managing this increasing workload. However, if activity continues to steadily increase, we may need to address resourcing.

There has been significant maintenance activity over the summer months on the Ōamaru Breakwater, the Forrester Gallery and the North Otago Museum, and work continues on these.

#### 2. Waitaki Whitestone Geopark

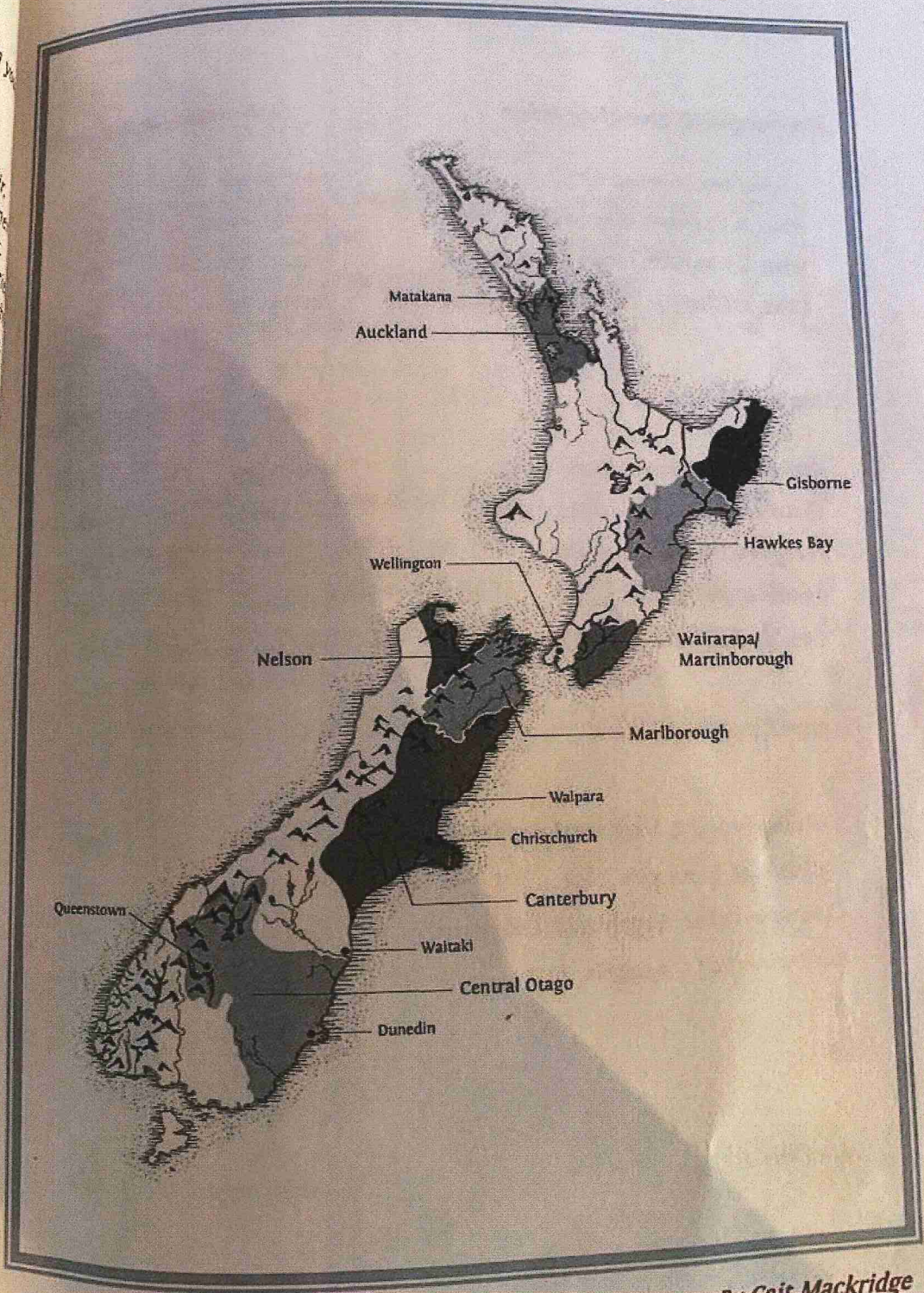
Recently retired from UNESCO, Professor McKeever was the Global Coordinator for the Global Geoparks Network, Secretary of the International Geoscience Programme (IGCP) and Head of Global Earth Observation within the Division of Ecological and Earth Sciences, UNESCO.

Recognised as a world expert on UNESCO Global Geoparks, Professor McKeever will give a public lecture on 'The Role of Geoparks in a Changing World' at the Ōamaru Opera House at 6.00pm on Tuesday 19 February 2019.

The potential for Waitaki becoming recognised as the home of geogastronomy has strengthened as a result of Massey University agreeing to cooperate in providing science support for the concept.

It was great to see Waitaki Valley wines being recognised as a distinct 'wine region' in a Queenstown restaurant wine list recently. Waitaki Valley North Otago wines have been granted their own geographical indication by the Intellectual Property Office of New Zealand (making them distinct from Central Otago wines).

### A Local's Guide to New Zealand Wine Regions



by Cait Mackridge

With kind permission of: The Grille by Eichardt's, Queenstown

The distinctiveness of the Waitaki Valley North Otago wines is now celebrated on [nzwine.com](http://nzwine.com):

The screenshot shows the New Zealand Wine website. At the top, there is a logo for 'NEW ZEALAND WINE' with the tagline 'PURE DISCOVERY'. Navigation links include 'MEMBERS', 'LANGUAGE', and social media icons for Twitter, Facebook, Instagram, and YouTube. A main menu bar contains 'VISIT US', 'OUR REGIONS', 'OUR WINESTYLES', 'SUSTAINABILITY', 'INNOVATION', 'NEWS & MEDIA', 'EVENTS', and 'CONTACT US'. Below the menu, there are two maps: a small map of New Zealand with regional labels and a larger satellite map of the Waitaki Valley. The satellite map shows the Waitaki River valley, with labels for Omarama, Duntroon, and the Waitaki River. Below the maps, the 'Our Regions' section lists various regions, with 'Waitaki Valley, North Otago' highlighted in blue. To the right, a section titled 'Waitaki Valley, North Otago' provides detailed information about the region's location, climate, and wine production. It includes a photograph of a vineyard in the valley.

**Our Regions**

- Marlborough
- Hawke's Bay
- Gisborne
- Wairarapa
- Nelson
- Central Otago
- Auckland
- Canterbury & North Canterbury
- Waitaki Valley, North Otago**  
Waitaki Valley Wineries
- Northland
- Waikato
- Bay of Plenty
- Geographical Indications

**Waitaki Valley, North Otago**

Located on the 45th Parallel South, the Waitaki Valley vineyards stretch along a 75 kilometre strip from the limestone escarpments above the village of Duntroon, up the south bank of the Waitaki River inland to the township of Omarama.

Flanked by the cool south Pacific Ocean to the east and the high peaks of the Southern Alps to the west, the Waitaki River is one of New Zealand's largest, draining the waters of our highest Mountain Aoraki-Mount Cook.

Local Maori call the river Te Waitaki o Aoraki – the tears of their ancestor Aoraki.

This unique terroir combines the coastal breezes of the South Pacific with the dry, rain shadow cast by the Southern Alps.

Typically the region enjoys hot, dry summers, cold winters and long dry autumns.

These climatic characteristics overlay the complex geology of the Waitakian Limestones to produce distinctive wines highly reflective of their origin.

Signature varieties from the area include Pinot Noir, Pinot Gris, Riesling, Chardonnay and Gewurztraminer.

The second in a series of booklets on elements of interest throughout the geopark is currently being compiled. The first 'Limestone Escarpments of the Waitaki Whitestone Geopark' was generously donated to the geopark by Emeritus Professor Mike Crozier of Victoria University. The second – 'Water & Rock' – will describe the influence of water on rock within the geopark, and the history of the uses of water within the geopark. The recent 'Following Twain' episode (Episode 3) (featuring Ōamaru's very own Bruce Comfort) devoted a substantial part of the programme to 'The Borough Race' – a remarkable feat of engineering in its day. The link to Episode 3 is here:

<https://www.tvnz.co.nz/shows/following-twain-with-oscar-kightley>

The Waitaki Whitestone Geopark provides a fantastic framework within which stories such as this – and a thousand more – can be made available to our community and visitors, helping to keep our rich heritage both alive and accessible, and contributing to our strategic priority of 'supporting a high quality of life and a vibrant district'.


A recent presentation to Canterbury Mayors highlighted the poor state of the Canterbury region's biodiversity:


## Canterbury biodiversity snapshot


### Canterbury mudfish slipping towards extinction

The New Zealand Threat Classification System report on freshwater fish provides the latest conservation status of New Zealand's 76 known freshwater fish species.

- Canterbury leads national rankings of threatened and at risk plant species
- Proportion of threatened freshwater fish species, reptiles and birds increased from 2002 – 2013

 10% → 40% threatened

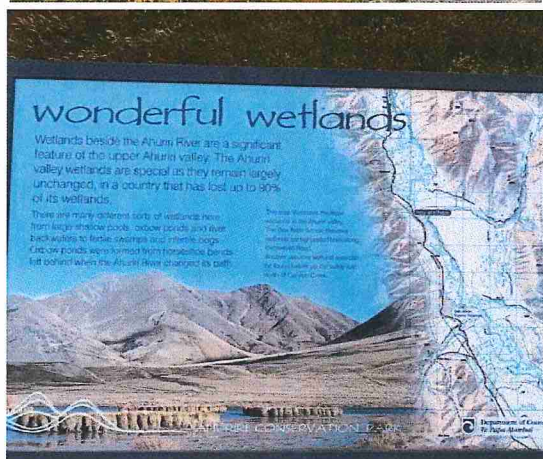
 10% → 35% threatened

 20% → 25% threatened

Environment  
Canterbury  
Regional Council  
Sustaining Nature & People

Source: Landcare Research

The proposed Waitaki Whitestone UNESCO Global Geopark will provide a vehicle for enhanced education regarding the importance of maintaining biodiversity. As an example, wetland biodiversity is already well-featured in the Ahuriri Conservation Park – an area that will soon be widely recognised as one of the major landscapes of Disney's Mulan movie (due for release in 2020):







**3. Business and Site Visits**

- |                 |   |
|-----------------|---|
| 11 January 2019 | Poshtel Tour                                  |
| 14 January      | Waitaki Valley Winegrowers Association, Kurow |
| 16 January      | Columba Church Site Visit                     |

**4. Meetings Attended**

- |                 |  |
|-----------------|--|
| 6 December 2018 | Joint Waitaki District Council and Otago Regional Council Executive Team Meeting, Oamaru |
| 6 December      | Canterbury Mayoral Forum Working Dinner, Christchurch                                    |
| 7 December      | Canterbury Mayoral Forum, Christchurch   |
| 12 December     | Workshop with Pamela Peters, LGNZ  |
| 14 December     | Meeting with Anthony Morton, Electionz   |
| 14 December     | Meeting with Joan Edridge  |
| 17 December     | Teleconference with Acting CE Glen Snelgrove of Mackenzie District Council               |
| 18 December     | Mayoral Christmas Function   |
| 20 December     | Celebration of 40 Years' Service of David Blair and Maxine Murphy                        |
| 8 January       | Meeting with Matthew Harris, St Kevin's College  |
| 10 January      | Meeting with Gloria and Ian Hurst, Gerard Quinn, Lisa Scott and Mayor Gary Kircher       |
| 18 January      | Meeting with Ian Graham, GNS Science   |
| 18 January      | Meeting with Lake Ohau Water Task Force  |
| 29 January      | Meeting with the Hon Jacqui Dean MP  |
| 29 January      | Waitaki District Health Services Limited Community Forum                                 |
| 30 January      | Meeting with Ewen Graham, CDEM   |
| 30 January      | Meeting with Stan Lusby  |
| 31 January      | Canterbury Mayoral Forum Working Dinner  |
| 1 February      | Canterbury Mayoral Forum   |
| 1 February      | Meeting with Jim Harland, NZTA   |
| 4 February      | Skype meeting with SoundsAir   |
| 5 February      | Joint Otago and Southland Mayoral Forum, Queenstown                                      |
| 6 February      | Ngāi Tahu Treaty of Waitangi Day, Queenstown   |
| 11 February     | Teleconference with Sarah Gardner, Otago Regional Council                                |
| 13 February     | Meeting with Anton Roswell, Big O  |
| 14 February     | Meeting with New Zealand Airline Academy   |

**Fergus Power**  
**Chief Executive Officer**

## Extract from Finance and Corporate Development Group Activity Report to the Finance, Audit and Risk Committee Meeting, 19 February 2019:

### **Health and Safety**

The highlight of the period was the appointment of Bill Nelson as the Health and Safety Advisor. Mr Nelson had to hit the ground running as his arrival coincided with the identification of a number of issues with the Forrester Gallery. His input into the process to address these issues has been very valuable. In addition to this, there have been a number of other issues of note.

Snapshot as at 31 January 2019

There is good awareness and engagement by staff in health and safety management. Several projects are underway to help minimise Council's health and safety risk exposure including improving contractor management, keeping close to the Forrester Gallery remediation, and checking the Museum upgrade. Safe work observations are also being introduced, so that members of the Executive Management Team and Council can go on pre-arranged site visits with the Health and Safety Advisor to observe Council's risk profile in the field, with the aim of giving Council governance the assurance that this risk is being managed well. The Health and Safety Committee is also being realigned to provide strategic guidance to Council in accordance with its mandate.

Statistics: 1 July 2018 to 31 January 2019

Six (6) new hazards have been identified, risk assessed and added to the Hazard Register.

84 incidents have been reported and investigated, with 56 coming from the Aquatic Centre (53 were customers).

The most significant incident has been the unfolding events at the Forrester Gallery. These have arisen from what started out simply as a planned painting job. Responses, while necessarily reactive to the unfolding situation, have been as quick, comprehensive and professional as possible, with the health, safety and wellbeing of staff and contractors being the foremost consideration so that people can get back to 'business as usual' as soon as practicable, and the facility opened to the public again.