



Waitaki

DISTRICT COUNCIL

TE KAUNIHERA Ā ROHE O WAITAKI

**I hereby give notice that the
Council Meeting (additional)
will be held on:**

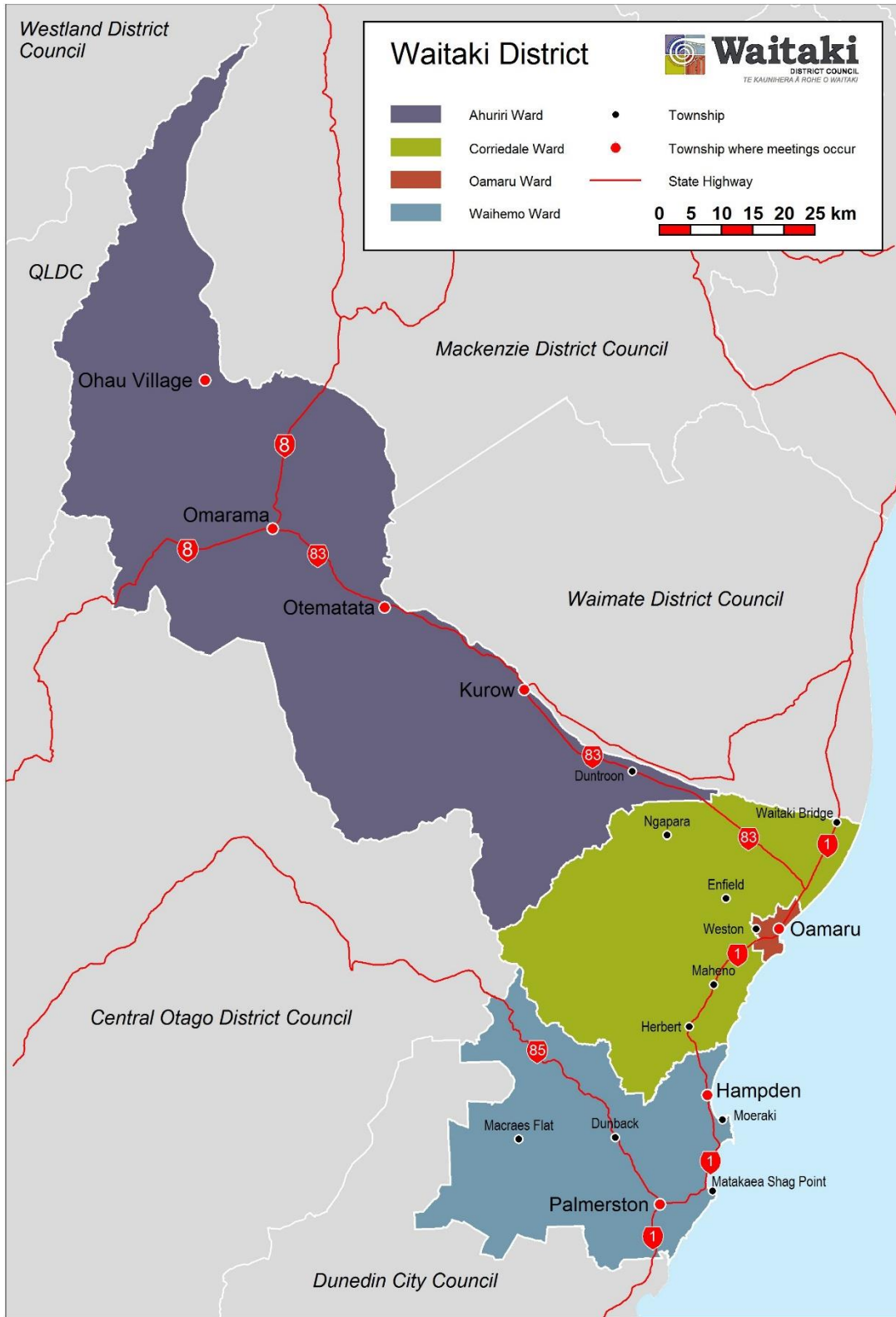
Date: Tuesday, 8 October 2019
Time: 9.00am
Location: Council Chamber
Third Floor
Office of the Waitaki District Council
20 Thames Street, Oamaru

Agenda

Council Meeting (additional)

8 October 2019

**Fergus Power
Chief Executive**



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

3 CONFIRMATION OF PREVIOUS MEETING MINUTES

3.1 CONFIRMATION OF PREVIOUS COUNCIL MEETING PUBLIC MINUTES

Author: Ainslee Hooper, Governance and Policy Advisor

Authoriser: Lisa Baillie, People and Culture Group Manager

Attachments:

1. **20190924 Council Meeting (Additional), 24 September 2019 - Unconfirmed Public Minutes**
2. **20190910 Council Meeting, 10 September 2019 - Unconfirmed Public Minutes**

RECOMMENDATIONS

That Council:

- (a) Confirms the Public Minutes of the Council Meeting held on 24 September 2019, as circulated, as a true and correct record of that meeting.
- (b) Confirms the Public Minutes of the Council Meeting held on 10 September 2019, as circulated, as a true and correct record of that meeting.

Attachments:

- (a) Council Meeting (additional) held on 24 September 2019 (Public)
- (b) Council Meeting held on 10 September 2019 (Public)

**UNCONFIRMED MINUTES OF A COUNCIL MEETING (ADDITIONAL)
HELD AT THE COUNCIL CHAMBER, THIRD FLOOR,
OFFICE OF THE WAITAKI DISTRICT COUNCIL, 20 THAMES STREET, OAMARU
ON TUESDAY, 24 SEPTEMBER 2019 AT 9.00AM**

PRESENT: Mayor Gary Kircher (Chair), Deputy Mayor Melanie Tavendale, Cr Craig Dawson (from 9.05am), Cr Jeremy Holding, Cr Jim Hopkins (from 9.05am), Cr Bill Kingan, Cr Guy Percival, Cr Hugh Perkins (from 9.05am), Cr Jan Wheeler, and Cr Colin Wollstein

IN ATTENDANCE: Fergus Power (Chief Executive)
Neil Jorgensen (Assets Group Manager / Deputy Chief Executive)
Paul Hope (Finance and Corporate Development Group Manager)
Lichelle Guyan (Heritage, Environment and Regulatory Group Manager)
Lisa Baillie (People and Culture Group Manager) (from 10.45am)
Ainslee Hooper (Governance and Policy Advisor)

IN ATTENDANCE FOR SPECIFIC AGENDA ITEMS:

Erik van der Spek (Recreation Manager)
Mike Searle (Policy and Strategy Manager)
Michael Goldingham (Project Management Engineer)
Mike Harrison (Roading Manager)

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

He acknowledged the absence of members of the Development Contributions Committee (Councillors Hopkins, Percival and Perkins), as that meeting had started at 8.30am and had not yet finished.

The Chair also acknowledged that several members of the public wished to speak to Council this morning. He advised that a public forum is not usually held before an Additional Council Meeting (as this one was), but that the Chair had the discretion to consent to one being held and said he would do so on this occasion. However, given the large volume of work on the agenda for the meeting, he asked members of the public to keep their presentations as succinct as possible and Elected Members to keep their questions to a minimum in response.

1. 3 PUBLIC FORUM (ADDITIONAL AT THE DISCRETION OF THE CHAIR)

Speaker 1 – Harry Andrews:

Mr Andrews asked for work to be done on Cape Wanbrow regarding the containment of water coming down the hill and flooding his premises below. In response, Group Manager Neil Jorgensen acknowledged that his staff meet with Mr Andrews on a regular basis to discuss such matters and would continue to do so. Council had provided Steam and Rail with extra funding to clear things out, but if the current arrangement was not working, then he encouraged Mr Andrews to raise the matter again with staff.

Speaker 2 – Katrina Hazelhurst:

Mrs Hazelhurst said she had been writing to staff for about three years wanting a coordinated approach to Cape Wanbrow and had hoped that pedestrian safety would have been addressed by now. She acknowledged that there is a Cape concept plan, which contained some excellent ideas. However, she was concerned that time was being wasted in trying to sort out matters and believed that other agencies should be invited to collectively develop Cape Wanbrow.

In response, the Chair asked Recreation Manager Erik van der Spek to respond. He advised the meeting that staff had undertaken to bring any development plans to the Cape Wanbrow group, and these have been requested from the developers. Initial draft plans had to be expanded, however, when safety issues were raised and needed to be addressed. He acknowledged that the recent work was greater in scope than expected, and he would follow up with the developers.

Speaker 3 – Anthea Brown:

Ms Brown said she was concerned about the bikers and walkers on Cape Wanbrow. She said there are signs on the track advising bikers to “give way to walkers”, but some did not, and there had been some ‘near-misses’. It was also a leash-free area for dogs, so they were able to run out onto the tracks, along with many children. After the logging, a lot of walkers had reworked the tracks, but now the bikers do not want walkers on them, and some walkers had been abused by the bikers. Ms Brown said that there was tension building, and with summer coming, there would be more tourists, more walkers, and more dogs, which she believed was an ‘accident waiting to happen’. She was keen to see more tolerance from bikers, who seemed to think they have the right of way when they did not.

Cr Craig Dawson, Cr Jim Hopkins and Cr Hugh Perkins all joined the meeting at 9.05am, just as the additional Public Forum was ending.

2. 1 APOLOGIES

The Chair acknowledged the late arrival of members of the Development Contributions Committee and noted that they were now all present for the start of this meeting.

3. 2 DECLARATIONS OF INTEREST

There were no declarations of interest.

The Chair then directed the meeting to Agenda Item 5.3.

5.3 WHITESTONE CONTRACTING LIMITED 2018-19 ANNUAL REPORT

The report, as circulated, provided Council with the audited Whitestone Contracting Limited 2018/19 Annual Report, and presented a resolution for the formal receipt of the report and the appointment of auditors, such resolution being in lieu of a shareholders meeting.

Chairman Michael de Buyzer, Chief Executive Glenn Campbell, and Corporate Services Manager Tony Read were present for this agenda item. Mr de Buyzer spoke to the report and highlighted that it had been a very satisfactory year for the company. It had purchased land in the Cromwell region and was very positive about the future growth in that region. \$2M had been spent on plant during the year, and on the health and safety front, there had been another excellent result, with zero loss-time injuries and zero harm over the last 12 months. This was an indication that the paramount consideration assigned to health and safety by the Board and senior management was “bedding down” in the culture of the organisation.

Elected Members extended their congratulations to the Whitestone Contracting Limited Board, senior management and staff on the excellent results for the year. In response to questions, Mr Read clarified that WCL was now a member of the tax group with Council; that the trimming of \$1.15M off operational expenses had been the result of a series of incremental savings; and that

no further purchases were planned in Central Otago because the company would be carrying more debt and wanted first to complete the project it had underway in that region.

RESOLVED WDC 2019/171

Moved: Deputy Mayor Melanie Tavendale

Seconded: Cr Colin Wollstein

That Council:

1. Receives the Whitestone Contracting Limited 2018/19 Annual Report.
2. Authorises the Mayor and Chief Executive to sign the resolution pursuant to Section 122 of the Companies Act 1993 in lieu of the Annual General Meeting of shareholders of Whitestone Contracting Limited.

CARRIED

RESOLVED WDC 2019/172

Moved: Mayor Gary Kircher

Seconded: Deputy Mayor Melanie Tavendale

That Council congratulates the company's Board and staff for an excellent result.

CARRIED

6.1 SPORT WAITAKI ANNUAL REPORT 2018/19

The report, as circulated, provided Council with the Sport Waitaki Annual Report for the annual reporting period which ended on 30 June 2019. Sport Waitaki's Chief Executive John Brimble, Development and Capability Manager Owen Booth, and Sport Waitaki Coordinator Mitch McRae attended the meeting to present the report and highlights, and to respond to questions from Elected members.

Mr McRae presented the report and highlighted the organisation's involvement in the Network Waitaki Sports Awards, the Rainbow Confectionery Rainbow Run, the Jennian Homes Mother's Day walk/run; and its community work. Looking ahead, there were plans to build on this year's successes, to focus on sport development (clubs, and a coach developer scheme); and to continue to work with the community. Mr McRae thanked Council for its ongoing support.

In response to questions, Mr McRae explained that the coach developer scheme would involve upskilling one coach lead who in turn would develop other coaches across Otago by bringing them here for training. The training would not be sport-specific; instead, it would focus on building the 'soft skills' of coaching.

Mr McRae also highlighted having had several forums with Council to present the options paper. A stage 3 report was now being developed which had more financial modelling included in it.

Elected Members thanked Sport Waitaki representatives for their report and congratulated them on their successful year and commitment. The Sports Awards were "special to the recipients", and an important event to recognise the work that people were doing.

In response to questions, Mr McRae explained the "Green prescription" programme (which involved a referral from a Practice Nurse for patients to 'get active'); the difficult decision to not deliver volunteer awards this year (because of the struggle to get people to nominate for them; and because many volunteers wanted to stay away from the limelight). It was suggested that Sport Waitaki could consider partnering with Council to do a celebration or thank you event along the lines of the Citizens Awards, and Mr McRae said he would be interested in exploring that possibility.

The Chair added his congratulations to Sport Waitaki for another good year and noted that being a funding partner was rewarding for Council and ratepayers. The Rainbow event was “an excellent event to support”, and it was great to hear that 48 kids have had financial help to play sport this year who might otherwise not have been able to. Sport is a great way to get kids on a positive pathway in life.

RESOLVED WDC 2019/173

Moved: Cr Jim Hopkins

Seconded: Deputy Mayor Melanie Tavendale

That the Council receives and notes the information.

CARRIED

6.2 WAITAKI COMMUNITY RECREATION CENTRE ANNUAL REPORT (30 JUNE 2019)

The report, as circulated, provided Council with the Waitaki Community Recreation Centre Annual Report for the annual reporting period which ended 30 June 2019.

Waitaki Community Recreation Centre Manager Diane Talanoa was present for this agenda item and spoke to the report. She highlighted the positive financial result; the regular and new activities and events; the successful completion of maintenance projects; many events (eg sport awards, gymnastics festival, expos); community contributions (eg to North Otago Plunket Spin-a-thon, Rainbow Colour Run); the diversity – of ages, activities, ethnicities, and opportunities; the health and wellbeing focus (physical, social and mental); the wide range of sports, groups and schools; and the 1800+ hire hours (of the gymnasium, group fitness room, kitchen / meeting room); and the tournaments and sports competitions.

Mrs Talanoa also confirmed that basketball is the biggest user of the Centre; that a key event for the year had been the Pacific Island Volleyball Tournament; and that physiotherapy services were now offered at the Centre as well. There was also a ‘mini-movers’ club, a creche, a “FunFit Kids” programme, as well as “Senior Strong” and usual fitness classes. The maintenance programme had delivered new asphalt in the Recreation Centre’s property entrance and pathway.

In response to questions, Mrs Talanoa advised that the Centre had a strong, social function for non-recreation users as well – it was somewhere for people to gather and socialise in a safe environment.

It was acknowledged that the \$13k surplus would not be sustainable over time, as costs went up and down each year. Some of the surplus funds would be used to upgrade computers. There was also a need to spend more on the building, especially on the floors and external cladding. However, that work was on hold until sufficient funding can be secured for it.

Mrs Talanoa thanked Council and staff and the volunteer trustees for their ongoing support.

RESOLVED WDC 2019/174

Moved: Cr Hugh Perkins

Seconded: Cr Jeremy Holding

That the Council receives and notes the information.

CARRIED

6.3 MOUNTAIN BIKE NORTH OTAGO ANNUAL REPORT 2019

Mountain Bike North Otago member Michael Goldingham put forward apologies on behalf of President Marcus Brown and Blair Selfe from Mountain Bike North Otago who, at the last minute, had not been able to attend this meeting as intended. He would be representing the Annual Report on their behalf.

Mr Goldingham spoke to the report and noted that the membership of MBNO maintained tracks around North Otago for the enjoyment of all mountain bikers and the community as well. He thanked Council for the increased grant, which had enabled the group to weed-eat tracks to make them clearer and safer and maintained to a higher standard. The membership was going and now included a women's group.

When asked about the safety issues that were being raised by walkers, including during the earlier Public Forum, Mr Goldingham advised that safety improvements had been made (eg the fast lines had been slowed down), and that he understood the relationship between bikers and walkers had been much better over the year. One section of the gully had also been abandoned by the bikers for the exclusive use of walkers.

The suggestion of 'bells on bikes' was put forward, and there was also discussion about putting out more signs. Mr Goldingham noted that the four intersections had been made safer, and there were also some signs in place saying "walking not recommended" when they were on downhill tracks where bike speeds could be expected to be faster.

Mr Goldingham accepted that more active liaison between bikers and walkers could be beneficial, especially given that there would be less visibility and therefore more surprises as the trees grow taller. Recreation Manager Erik van der Spek also advised that one of his team had been talking to representatives of MBNO and expected that walkers would be invited to have further discussions as well. Those sorts of forums would be an opportunity to get all the parties together to discuss safety concerns and potential solutions for them.

In response to a question about how mountain bikers would respond to a request to set up another set of tracks in a different reserve, Mr Goldingham suggested there would be a mix of disappointment and excitement. Bikers had put a lot of work into the area, and they could be disappointed to see that abandoned. However, they could be excited about developing a new track. He acknowledged that, as Oamaru grew, it will get busier and managing that into the future would require some dedicated work. When asked if any incidents had occurred, Mr Goldingham said there had been some riders end up in bushes, and a lot of surprises for walkers from 'near-misses', which had generated some tension initially. However, he did believe the situation was better than it had been.

It was also noted that track development was underway around Benmore after trees had been felled.

RESOLVED WDC 2019/175

Moved: Cr Colin Wollstein

Seconded: Cr Bill Kingan

That the Council receives and notes the information.

CARRIED

The Chair directed the meeting back to Agenda Item 4.

4 RECOMMENDATIONS FROM COMMITTEES REPORTS

4.1 RECOMMENDATIONS OF THE FINANCE, AUDIT AND RISK COMMITTEE MEETING HELD ON 30 JULY 2019

1. TREASURY STRATEGY, 2019-20 FINANCIAL YEAR

RESOLVED WDC 2019/176

Moved: Cr Craig Dawson

Seconded: Cr Jim Hopkins

That Council adopts a Treasury Strategy for the 2019-20 financial year that will:

- a invest available funds to best advantage to maximise returns; and
- b guide the selection of the most cost-effective arrangements to limit the use and cost of external borrowings.

CARRIED

2. INSURANCE RENEWALS 2018/19 PE

The resolution for this public excluded agenda item at the Finance, Audit and Risk Committee Meeting of 30 July 2019 was subsequently released from that meeting's public excluded session and accordingly, is being recommended for a decision in the public session of this Council Meeting.

RESOLVED WDC 2019/177

Moved: Cr Craig Dawson

Seconded: Cr Jim Hopkins

That Council seeks advice from its broker on ways to decrease its annual insurance premiums.

CARRIED

5 DECISION REPORTS

5.1 LAKE OHAU WATER SUPPLY UPGRADE - REFERRED REPORT

The report, as circulated, sought Council's agreement to provide an opportunity for further engagement with the Lake Ohau Alpine Village Residents' and Ratepayers' Association (LOAVRRA) before a final decision is made on the upgrade solution.

One Elected member said he did not support a delay, because the matter was longstanding, the options had been considered; they had been peer-reviewed, and there was a need to 'just make the decision'.

Group Manager Neil Jorgensen advised that, if Council did take that route at this meeting, there would still be an opportunity to hold a debrief meeting with the community to explain why Council had chosen to take that route. Therefore, it would not preclude more community engagement.

The Chair clarified that the reason why the meeting with the Association had had to be cancelled was because its Chair had been in Australia and affected by the recent fires. He saw a need for that to be understood by all parties concerned.

Another Elected member acknowledged the earlier viewpoint but saw no need for speed on this matter. It was a "massive decision" to make, and the officer's recommendation was a good one. The extra meeting was requested by Council and it was unfortunate that it did not happen. The best approach now would be to get a new Council up to speed on the matter, hold that meeting with the Association as intended, and then make a decision.

Other elected Members supported this latter view, citing that, in the spirit of community consultation, and respecting the highly engaged and passionate people who had spent time and effort on submissions, a delay now was an appropriate response. It was also noted that the community had asked for one step at a time, and it was important to take those views into account.

The meeting also heard the view that not everyone in the Lake Ohau area will agree on a stance on this matter. The key issue was liaison with the people involved, and there was also sympathy for staff who have worked so very hard on this project who deserved Council's support.

Additional views were put forward that some of the things that had been said about staff and the consultants were undeserved and unwarranted. All parties wanted to make sure the decision was the right one, and that people understood that the community and Council are all part of the same system. Council has a legislated responsibility to do what has to be done, so that there is clean water and sufficient water for Lake Ohau Village residents and visitors, and staff had worked hard to achieve that. There were a range of views amongst the community, and now, taking an extra step to make sure that Council staff have answered as many of the questions that have been raised as possible would be worthwhile so that the majority of the community understands the position.

Group Manager Neil Jorgensen acknowledged the support for the time and efforts that staff had put into this project to date. He advised that the team was motivated to get a right decision for the community. With regard to timing, the current rules still apply (the reference to a five-year timeframe was not accurate, he said), and there is still time for Ohau to address the critical issue – getting a water safety plan in place. However, a decision from Council would be needed before that plan can be created. There were different interpretations as to how that could or should be done, and it was a matter of working through those which a delayed decision would facilitate.

MOTION

Moved: Cr Jim Hopkins

Seconded: Deputy Mayor Melanie Tavendale

That Council delays its decision on the Lake Ohau Alpine Village Water Supply upgrade until:

1. Further engagement with the Lake Ohau Alpine Village Residents and Ratepayers Association and the wider Ohau Village community is completed; and
2. Funding options for this and other significant water projects in smaller communities have been considered.

Discussion on the motion:

The Chair sought clarification on the type of engagement required because there had been a lot already and the more that occurred, the more it would cost. In response, Cr Hopkins suggested a leaflet drop seeking a response to a question like “are you happy with supply and demand?” He believed the group did not represent all or the majority of community residents, and that others deserved an opportunity to speak.

The meeting heard that it would be difficult to define who was “the wider group” and where to draw the line between inclusion and exclusion. Other views expressed included that the key requirement was to talk with the Association group in order to provide them with all the answers to their questions, because Council already knew there is support for what Council is proposing as well as support for the other viewpoint. Cr Hopkins (as Mover) and Deputy Mayor Melanie Tavendale (as Secunder) acknowledged this point, and it was suggested that the wider consultation did not need to be included in the motion.

As a final contribution to the debate, the meeting was reminded that the majority of people at public meetings had said they wanted an on-demand supply. The only contentious issue had been Mackinnon Reserve and that matter had now been explained. Since 60% of the people who replied to the survey had said they wanted an on-demand supply, the question was raised about how much more consultation needed to occur?

The Chair then sought and received a decision from the Mover and Secunder if they agreed to withdraw the reference to “and the wider Ohau Village community” from point 1 in the proposed motion. They so agreed, and the modified amendment was then put to the meeting.

AMENDMENT

Moved: Cr Jim Hopkins

Seconded: Deputy Mayor Melanie Tavendale

That the words “and the wider Ohau Village community” be removed from point 1 of the proposed motion.

CARRIED

The Chair then advised that the amended motion had now become the substantive motion for this agenda item, and he put that to the meeting.

RESOLVED WDC 2019/178

Moved: Cr Jim Hopkins
Seconded: Cr Melanie Tavendale

That Council delays its decision on the Lake Ohau Alpine Village Water Supply upgrade until:

1. further engagement with the Lake Ohau Alpine Village Residents and Ratepayers Association is completed; and
2. funding options for this and other significant water projects in smaller communities have been considered.

Against: Cr Craig Dawson

CARRIED

The meeting was adjourned at 10.30am for morning tea and reconvened at 10.55am.

5.2 WARRANT OF APPOINTMENT

RESOLVED WDC 2019/179

Moved: Cr Colin Wollstein
Seconded: Cr Jim Hopkins

That, subject to a successful Police Vetting clearance, Waitaki District Council resolves as follows:

Waitaki District Council hereby appoints **Craig David Slemint** (Building Control Officer) as:

- a) An 'Enforcement Officer' under Section 177 of the Local Government Act 2002 with authority to exercise the following powers:
 - i) Entry of private land or building other than a dwellinghouse (s171);
 - ii) Entry of land or building (including dwellinghouse, if accompanied by a constable) for enforcement purposes (s172);
 - iii) Entry of land or buildings in cases of emergency (s173); and
 - iv) Authority to act (s174).
- b) An 'Authorised Person' under Section 206 of the Building Act 2004 with authority to exercise all the powers of an Authorised Person/Enforcement Officer/Agent under the Building Act 2004, and in particular the following powers:
 - i) Inspection by building consent authority (s90);
 - ii) Inspection by territorial authority (s111);
 - iii) Measures to avoid immediate danger or to fix unsanitary conditions (s129);
 - iv) Inspection of building work under notice to fix (s167);
 - v) Request information or production of documents (s207a);
 - vi) Inspection by territorial authority (s222); and
 - vii) Issue infringement notices (s372).
- c) An 'Officer' under Section 23 of the Amusement Devices Regulations 1978 with authority to exercise all the powers of an Officer under the Amusement Devices Regulations 1978.

CARRIED

5.4 CARRY FORWARD REPORT 2019/20

The report, as circulated, sought approval for the carrying forward of funding for incomplete projects from the budgets for the 2018/19 year (or earlier periods).

Group Manager Paul Hope and Accounting Manager Ian Wells spoke to the report and responded to questions. Discussion topics included carry forward for minor bridge improvements (which included \$110k in subsidies); the \$30k for the Geopark business case (this was Council's contribution, the provision of which was a condition of the Waitaki Whitestone Geopark Trust's ability to secure MBIE funding for the remainder).

It was noted that the total amount proposed for carrying forward was "huge". It was queried whether this suggested that Council was doing too much. In response, Mr Hope advised that every Council had similar, significant levels of carry forward items due to the funding of whole project expenditure in any one year. He cited the reservoir as a good example, whereby it was impossible to spend the full amount in one year, particularly with regard to design. It was easier to say that it is a \$3M project, and that physical works will take longer than a year. The Moeraki wastewater upgrade was another example – expenditure on that had been brought forward to allow staff to begin planning, but the actual spending had not yet started.

It was clarified that the \$16M was not 'out on loan'; and that the funding for the RSA building was a placeholder only – nothing was being rated for, and there was a need to make sure that the funding would be available for when it would be needed.

It was also noted that priorities for the Property team had been changed by Council decisions recently; and that spending on things like the Kurow Bike Park may already have happened in the July and August period but that would not be showing on this carry forward report which had an effective date of 30 June 2019.

It was suggested that the funding that had previously been put aside for decorations on the toilets in the harbour area was no longer listed. In response, Group Manager Neil Jorgensen advised that there was some cross-over between the carry forward report and the activity report updates to the Assets Committee Meeting. That project had already been requested for carry forward.

It was suggested that a date column be added about when the work may be completed. In response, the Chair asked the Elected Member to raise it with the relevant Committee Chair.

Mr Wells noted that general improvements in the Ahuriri and Waihemo wards were rated for, with the unspent amounts allowed to be carried forward. Mr Hope added that the amounts were reported regularly to the Community Boards and so they are aware of them.

Cr Jim Hopkins said he would move an amended motion, by adding a reference to having "approved funding for the harbour toilet enhancement", and Deputy Mayor Melanie Tavendale agreed to second it.

RESOLVED WDC 2019/180

Moved: Cr Jim Hopkins

Seconded: Cr Melanie Tavendale

That Council approves the projects listed in Appendix 1, plus approved funding for harbour toilet enhancement, for carry forward and action in 2019/20.

CARRIED

The Chair directed the meeting forward to Agenda Item 6.4.

6 MEMORANDUM REPORTS

6.4 PRE-AUDIT DRAFT ANNUAL REPORT FOR YEAR ENDED 30 JUNE 2019

The memorandum report, as circulated, informed Council of the likely financial and non-financial performance of the Council for the year ended 30 June 2019.

The Chair proposed that this agenda report be referred to the additional Council Meeting to be held on 8 October 2019. This was agreed by the meeting.

RESOLVED WDC 2019/181

Moved: Mayor Gary Kircher
Seconded: Cr Colin Wollstein

That Council refers the agenda report and attached Pre-Audit Draft Annual Report to the 8 October 2019 Council Meeting (additional) for discussion and a decision.

CARRIED

7 RESOLUTION TO EXCLUDE THE PUBLIC

RESOLVED WDC 2019/182

Moved: Cr Hugh Perkins
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
8.1 - Public Excluded Recommendations of the Finance, Audit and Risk Committee Meeting held on 30 July 2019	s6(a) - the making available of the information would be likely to prejudice the maintenance of the law, including the prevention, investigation, and detection of offences, and the right to a fair trial	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
8.2 - Bank of New Zealand Facilities 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	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

CARRIED

8 PUBLIC EXCLUDED SECTION

9 RESOLUTION TO RETURN TO THE PUBLIC MEETING

RESOLVED WDC 2019/188

Moved: Cr Hugh Perkins

Seconded: Cr Guy Percival

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

10 RELEASE OF PUBLIC EXCLUDED INFORMATION

In accordance with Waitaki District Council Standing Orders 2016 to 2019, Clause 17.5, and pursuant to resolutions in the public excluded session of this meeting, the Council APPROVED the release of previously public excluded information as set out below.

8.1 PUBLIC EXCLUDED RECOMMENDATIONS OF THE FINANCE, AUDIT AND RISK COMMITTEE MEETING HELD ON 30 JULY 2019 PE

(B) 2019 FINANCIAL YEAR END RATES WRITE-OFFS AND ADJUSTMENTS PE

RESOLVED WDC 2019/184

Moved: Cr Jim Hopkins

Seconded: Cr Jan Wheeler

That Council approves rates, arrears and penalties to the value of \$192,761.14 be written off for assessment numbers 107345 and 115235, properties owned by the late William Henderson.

CARRIED

8.2 BANK OF NEW ZEALAND FACILITIES PE

RESOLVED WDC 2019/185

Moved: Cr Colin Wollstein

Seconded: Cr Craig Dawson

That Council:

1. Approves entering into a \$5 million Customised Average Rate Loan (CARL) facility with the Bank of New Zealand Limited for day-to-day funding purposes; and
2. Approves entering into a \$10 million Customised Average Rate Loan (CARL) facility with the Bank of New Zealand Limited for disaster funding purposes; and
3. Notes that these replace the existing facilities with the Bank of New Zealand Limited.

CARRIED

11 MEETING CLOSE

There being no further business, the Chair declared the meeting closed, at 11.25am.

TO BE CONFIRMED at the Council Meeting (additional) to be held on Tuesday, 8 October 2019.

.....

Chairperson

**UNCONFIRMED MINUTES OF COUNCIL MEETING
HELD AT THE COUNCIL CHAMBER, THIRD FLOOR, OFFICE OF THE WAITAKI DISTRICT
COUNCIL , 20 THAMES STREET, OAMARU
ON TUESDAY, 10 SEPTEMBER 2019 AT 9.00AM**

PRESENT: Mayor Gary Kircher (Chair), Deputy Mayor Melanie Tavendale, Cr Bill Kingan, Cr Guy Percival, Cr Colin Wollstein, Cr Jan Wheeler, Cr Jeremy Holding, Cr Jim Hopkins, Cr Hugh Perkins, and Cr Craig Dawson

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

IN ATTENDANCE FOR SPECIFIC AGENDA ITEMS:

Gerard Quinn (Economic Development Manager)
Hamish Barrell (Heritage and Planning Manager)
Erik van der Spek (Recreation Manager)
Andries du Plooy (Assets Business Advisor)
Heather Bauchop (Heritage Advisor)
Lisa Scott (Communications Specialist)

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

He then directed the meeting straight to the Public Forum (Agenda Item 3).

3 PUBLIC FORUM

Speaker 1 – Liz Moir:

Ms Moir spoke about her concerns with the Waitaki Whitestone Geopark Trust's request for funding of \$190k, and her belief that there were gaps in the information supplied; that a UNESCO geopark needed to be a geological area that took account of the whole district and yet community groups in Palmerston, Macraes, Hampden and Moeraki had not been approached; that the dossier had been removed from the website; and that there is no statement or business case in relation to the extra costs or job creation from the Geopark initiative. She asked the Council to vote to delay, if not deny, the funding request because she believed there were too many questions and not enough answers.

When asked if she was sure community groups in Waihemo ward had not been contacted, Ms Moir advised that, as a group, they had not been spoken to – there had been no formal meetings, discussion or minutes. In response, the Chief Executive said he had personally spoken to groups in those areas, as had the Mayor, and Trustees. The wider Waitaki community had been invited to the Opera House event to discuss the Geopark with Professor McKeever. There is also a Facebook community of followers for the Geopark now numbering over 1,600 people; and two geogastronomy workshops had also been held, involving groups from across the district. Economic Development Manager Gerard Quinn added that he had spoken directly to Ms Moir about tourism opportunities at Macraes and to businesses in Palmerston, the Waianakarua Lions, members of the Waitaki Tourism Association; and other information was being distributed via channels (eg the schools) who offered to assist.

The Chair offered to arrange, through the Chief Executive, for the Economic Development Manager and/or one of the Trustees to meet with Ms Moir. She accepted the invitation.

Speaker 2 – Ray Henderson:

Mr Henderson said he thought the “Waitaki Whitestone Geopark” is a great idea; but he was not so sure about a UNESCO Geopark, questioning whether it was needed given all of the associated costs. He also spoke about some of the identified sites that were in place (eg Vanished World) and others where access to them were not (eg via Graves Track). Mr Henderson said he could see the purpose of the Trust to set up guides, maps for the whole area, identifying access; coordinating the mapping; and maybe producing an events calendar (as some sites would have seasonal events) that could then be passed on to an appropriate body like Tourism Waitaki to implement. However, he said he had read that the requested funding was for increases in staffing and project levels and was very worried the Trust could be a pseudo, if not real, Council Controlled Organisation (CCO), and he did not believe another CCO was required. Mr Henderson said he supports a stand-alone Waitaki Global Geopark, which was not priority 1, 2 or 3 in the agenda reports. He suggested that Council take it “nice and slowly”, and “walk before you run”.

In response to a question about whether he had studied UNESCO geoparks world-wide and researched their success, Mr Henderson said he had looked but he believed in Waitaki aiming for how it needed to fit in to the world scale. The Chair said he would ask the Economic Development Manager to address some of the issues around naming for geoparks when the Geopark item was discussed later in the meeting.

Speaker 3 – Katrina Hazelhurst:

Mrs Hazelhurst spoke about her discussions with people around the district, whom she felt tended to fall into two categories with regard to the Waitaki Whitestone Geopark – the first category had no idea and she had found the need to explain the concept; the other category had limited knowledge but had said they were concerned about the limited information available; the unknown outcomes of and costs associated with the Tourism Waitaki General Manager’s trips to other geoparks; and the absence of a business plan for the geopark and the 360 jobs it is expected to create. Mrs Hazelhurst also queried how the geopark project would affect the viability in winter of some businesses (eg cafés supporting the Alps 2 Ocean trail), and suggested there was a need for a system now but also into the future for validation. Overall, Mrs Hazelhurst commented that the whole cornerstone of UNESCO geoparks is community involvement, and her view was that the community needed to be involved in the creation of it which they did not currently have the opportunity to do. She believes that the funding request for the geopark should wait until after the Local Elections, and therefore she said she supported Option 2 in the report.

There were no questions for Mrs Hazelhurst.

The Chair directed the meeting back to the top of the agenda.

1 APOLOGIES

There were no apologies.

2 DECLARATIONS OF INTEREST

There were no declarations of interest.

4. L URGENT BUSINESS

L.1 RESOLUTION TO ACCEPT A LATE PUBLIC EXCLUDED AGENDA ITEM

The Chair explained to the meeting that a late agenda item had been distributed the previous day as a matter of urgent business, and there was a requirement now, under Standing Orders, that it be resolved as accepted for discussion at this meeting. He then read out the resolution.

RESOLVED WDC 2019/144

Moved: Mayor Gary Kircher

Seconded: Cr Jim Hopkins

That the Chair of Council moves from the chair the following motion:

That Council:

1. agrees to add a late agenda item in the public excluded session of this 10 September 2019 Council Meeting, being "Delegations Amendment PE"; and
2. notes, pursuant to Clause 9.12 of the Waitaki District Council Standing Orders:
 - (a) that the reason why this item was not on the agenda is because it did not come to the attention of management until after the final agenda papers for this meeting were issued on Thursday 5 September 2019; and
 - (b) that the reason why the discussion of this item cannot be delayed until a subsequent meeting is that officers have a statutory deadline to consider and direction is required now from Council; and
3. excludes the public from the part of the proceedings of this meeting to discuss this late agenda item for the following reason under Section 48(1) of the Local Government Official Information and Meetings Act 1987 – To protect the privacy of natural persons.

[Section 48(1)(a) – The disclosure of the information would cause unnecessary personal embarrassment to the persons concerned.]

CARRIED

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

4.1 CONFIRMATION OF THE PUBLIC MINUTES OF THE PREVIOUS COUNCIL MEETING ON 30 JULY 2019

RESOLVED WDC 2019/145

Moved: Cr Jim Hopkins

Seconded: Deputy Mayor Melanie Tavendale

That Council confirms the public minutes of the 30 July 2019 Council Meeting, as circulated, with amendments as agreed at this meeting, as a true and correct record of that meeting.

CARRIED

5 LEADERSHIP REPORTS

5.1 MAYOR'S REPORT

The report, as circulated, provided comments to bring Councillors and the public up-to-date with issues that have arisen since the last Council Meeting on 30 July 2019.

Mayor Gary Kircher took his report as read, and highlighted the commentary on the South Island Destination Management Group; on Heritage New Zealand (a letter of support had just been received); and the recent Community Board Meetings where longstanding members Ken Brown and Chair Kathy Dennison (Waihemo) and Chair Graham Sullivan (Ahuriri), Calum Reid, Tony Chapman, and Cr Craig Dawson had all been farewelled after a "superb amount of community service over the years". He advised that a more formal opportunity would be available later in the year to pay tribute to all outgoing Elected Members.

There was general discussion on tourism numbers; the Deputy Mayor's Conference Report; the statistics around *M.bovis* and the great work that is done by Rural Support including a suggestion that perhaps Council could do more to help that entity help farmers; the significant achievement for the heritage precinct of being selected in the top five national landmarks by Heritage New Zealand, which was expected to have a beneficial impact on future funding applications that may be submitted to external funders.

There was a request for the Mayor to make available to all Elected Members the 45 pages of slides from the South Island Destination Management Group.

ACTION: Mayor Gary Kircher

RESOLVED WDC 2019/146

Moved: Cr Jim Hopkins

Seconded: Deputy Mayor Melanie Tavendale

That Council receives and notes the information.

CARRIED

5.2 CHIEF EXECUTIVE'S REPORT

The report, as circulated, was provided to bring Councillors up-to-date with issues that have arisen since the Council Meeting on 11 June 2019.

It is noted for the record that the Chief Executive was on annual leave from 10 July to 7 August 2019 inclusive, and consequently there was no Chief Executive's Report presented to the 30 July 2019 Council Meeting.

Discussion focused on the following areas:

Draft Procurement Strategy – A revised draft of Council's procurement policy will be presented to Council prior to Christmas, in accordance with the Chief Executive's Key Performance Indicator (KPI). It will take account of the new government rules for procurement that are relevant to Council.

Government Updates – At the recent Chief Executives' Forum, it was agreed that, wherever possible, regional submissions will be put in, rather than individual council ones. Some Elected Members had concerns about this regional approach. It was suggested instead that there was a need for Council to determine its stance on an Update first, and then to see if it matched the regional view. If it did not, then a separate process would be needed to ensure a Council submission was put in. It was agreed that a report should be made to a future Council Meeting on what issues may be topical, and what approach was likely to be taken.

ACTION: Executive Management Team, with Heritage and Planning Manager and Policy and Strategy Manager

Regarding the **Resource Management Review Panel**, a request was made for the Chief Executive to ask Local Government New Zealand (LGNZ) why local governments are to be excluded from phase one of the consultation.

ACTION: Chief Executive Fergus Power

Regarding the **freshwater policy consultation**, it was noted that water is controlled by the Otago Regional Council (ORC), and there had not been a report from the ORC for some time. In response to a question, the Chief Executive advised that there were some problems in this area. Of note was that the ORC already considered itself hard-pressed to meet the original timeframe. That had since been reduced to two years, and the ORC was very concerned about whether the consultation could practicably be done. There was also concern that central government agencies were not interconnecting as well as they could be and, at the local government level, there was a strong view that central government needed to be genuinely working with them on this issue. It was noted that this is an area of very high public interest.

A suggestion was made that the Otago Regional Council be invited to address the incoming Council to ensure they are kept informed of the state of play on this matter as it progressed.

In response to a question about the idea of a **central agency for water** being established, the Chief Executive said a central regulator was very likely to be put in place, but the suggestion of a central agency for drinking water standards was not yet resolved. Central government was looking to local government to see if councils are working together, and there may be an option of one territorial local authority (TLA) taking a specialist role in a particular area and then sharing that expertise around a region or even wider; in this way, each TLA would still contribute to the whole. Discussion on this option is still in its infancy, and Otago Chief Executives had now agreed to ask their Water teams to determine where their strengths and weaknesses lie to better inform future discussion on which "strengths" could be used to plug which "weaknesses". The Executive Management Team has agreed to participate in the water analysis, which will add to Council's own information base.

Regarding the **article on high-class soils** and the potential loss of them, it was noted that Waitaki was a heavily farm-based region, and the soils here have been identified as an incredible asset by a visiting team from Lincoln University. It was noted that how to meet and maintain compliance with environmental standards and the level of resourcing that may be required would be considered as part of the District Plan Review process.

RESOLVED WDC 2019/147

Moved: Deputy Mayor Melanie Tavendale

Seconded: Cr Hugh Perkins

That Council receives and notes the information.

CARRIED

The meeting was adjourned for morning tea at 10.15am, and reconvened at 10.35am.

6 RECOMMENDATIONS FROM COMMITTEES REPORTS

**6.1 RECOMMENDATIONS OF THE ASSETS COMMITTEE MEETING HELD ON
27 AUGUST 2019**

6.1.1 PARKS MAINTENANCE CONTRACT

RESOLVED WDC 2019/148

Moved: Cr Bill Kingan

Seconded: Deputy Mayor Melanie Tavendale

That Council approves a competitive open procurement process for the Parks Maintenance Contract up to a value between \$1.9 to \$2.2 million per annum, for a contract of three years with two rights of renewal of two years each for a potential contract term of seven years.

CARRIED

6.1.2 RETIREMENT VILLAGE RESERVES - LEVEL OF SERVICE

Mayor Gary Kircher declared an interest in this agenda item, as he had for the Assets Committee Meeting where the initial Committee resolution had been made, and said that he would be abstaining from any discussion on this item and the Council resolution vote.

RESOLVED WDC 2019/149

Moved: Cr Colin Wollstein

Seconded: Deputy Mayor Melanie Tavendale

That Council allows the Observatory Retirement Village to remove trees and landscape the reserve to the west of the retirement village (Area 2) with Council to maintain the verge in front of the retirement village entrance and the reserve around the observatory to the north of the retirement village (Area 1) to Neighbourhood reserve standards.

Abstained: Mayor Gary Kircher

CARRIED

6.1.3 CAMPBELL'S BAY AND MOERAKI TOILET LOCATIONS

RESOLVED WDC 2019/150

Moved: Cr Jim Hopkins

Seconded: Deputy Mayor Melanie Tavendale

That Council:

1. Approves the existing site as the location for replacement toilet and shower facilities at Campbell's Bay.
2. Approves a new site by the carpark at Moeraki Beach Reserve as the location for a replacement toilet facility in Moeraki.

CARRIED

6.1.4 SALE OF ENDOWMENT LAND

RESOLVED WDC 2019/151

Moved: Cr Jim Hopkins
Seconded: Cr Colin Wollstein

That Council approves the sale of the fee simple estate in Oamaru Endowment (residential) land at 31 Test Street, Oamaru (Lot 1 DP12820 Block XIII Town of Oamaru) to the current lessee, subject to financial criteria being met.

CARRIED

**6.2 RECOMMENDATIONS OF THE HERITAGE, ENVIRONMENT AND REGULATORY
COMMITTEE MEETING HELD ON 27 AUGUST 2019**

6.2.1 APPROVAL OF DOG CONTROL S10A REPORT 2019

RESOLVED WDC 2019/152

Moved: Cr Hugh Perkins
Seconded: Cr Craig Dawson

That Council:

1. Adopts the report as required under section 10A of the Dog Control Act 1996.
2. Makes the report available via its website and places advertisements in appropriate newspapers to confirm the report is available.
3. Notes that, once adopted, the report is sent to the Secretary for Local Government.

CARRIED

6.2.2 SAFER WAITAKI STRATEGY

RESOLVED WDC 2019/153

Moved: Deputy Mayor Melanie Tavendale
Seconded: Cr Bill Kingan

That Council endorses the Safer Waitaki Community Safety Strategy 2019 – 2024.

CARRIED

7 DECISION REPORTS

7.1 GEOPARK ESTABLISHMENT FUNDING

The report, as circulated, sought a decision of Council to agree to continue the use of previously allocated Council funds to assist the Waitaki Whitestone Geopark Trust in its goal of establishing a UNESCO Global Geopark in the district, and additionally to provide a grant which enables the Trust to accelerate the achievement of this goal in accordance with the timelines set by the New Zealand National Commission for UNESCO (NatCom). Economic Development Manager Gerard Quinn spoke to the report, and responded to questions. Key discussion points are summarised below.

Regarding site improvements, it was noted that these would need to be sustainably funded into the future, and the question was raised about how external funding from the Tourism Infrastructure Fund (TIF), for example, might affect the Council funding commitment. During this discussion, confirmation was received via email that the Trust would be able to apply for TIF funding with Council support.

Other confirmations received included that (i) the total MBIE contribution to date has been \$120k + GST (\$90k for the validation case, and \$30k for the 'School of Rocks' educational programme delivery); and (ii) Council already has the ability to appoint two Elected Members to the Trust.

In response to the recommendation that the source of the requested funding be the operational surplus which had not yet been confirmed, Group Manager Paul Hope advised that an operational surplus was expected as a result of unexpended salaries as Council carried vacancies, and of projects which had not been started.

Regarding Geopark project expenditure to date, the meeting was advised that the total would be less than \$66k, with staff time being additional to that.

Regarding potential implications if the revised application for a UNESCO Global Geopark status was not submitted in November, the meeting heard that the momentum already gained with support and interest from the National Commission, government agencies and the private sector could be lost and – in the view of experts – the effect could be to 'knobble our own industry'. If a geopark was not established, then the seasonality issues raised by members of the public could not be addressed. A catalyst investment was needed now to get the Geopark project to a level where the leverage of external funding can be unlocked to enable the district to grow.

Regarding the Opex costs annually if the Geopark was established, Mr Quinn advised that the plan of the Trust is to find a source of external funding that would ultimately mean that no Council Opex would be required. The Trust will form an investment company to generate revenue.

It was further clarified by the Chair that there was a reference in the documentation provided to a number that seemed to be higher than it needed to be, but the external sponsorship had not been factored in. That would go to the Trust to offset Council's contribution, with the aim of the Trust being self-sustaining.

When asked if any external agency had presented to any partner the suggestion that the application be broken up into smaller components, Mr Quinn advised that the concept of a catalytic approach had been socialised. The feedback from Council had been reviewed, and options have been provided in response, to identify various component parts that would enable Council to reduce any ongoing requirement to support the Geopark if it decided to do that.

When asked about the specific amount of staff time that would be required if a Memorandum of Understanding was established, Mr Quinn advised that some assistance could be required, in the

form of GIS mapping, design expertise, and the like. Between now and June 2020, it was expected that about 1.32 FTE of staff assistance, at varying different pay rates, would be required.

There was discussion on the purpose and intent of an MOU, and clarification was provided that it is a safeguard for both parties, giving an indication of what has been agreed in good faith. It was further noted that, to date, Elected Members had not agreed how much resource should be dedicated to Geopark activities. The Chair suggested that there was an opportunity to cap that allocation, so that the Trust could understand what the Council commitment is to be and Council is provided with a safeguard.

In response to some remarks, the Chair clarified that Council's deliberations today were specifically about the level of funding for the next 12 months, not for the whole project which was contingent on many other factors and a model that Elected Members had been briefed on previously. It would be for a future Council to make any decisions on the overall project model. Making a commitment today would have no bearing on a particular part of that, and is not contingent on that happening. The Trust was asking today for funding to get it through the process of UNESCO accreditation. There was no requirement to focus on the wider project issues today.

When asked why there had been no PGF funding to date and why there was no business plan for the Geopark, Mr Quinn advised that the PGF had already contributed \$120k to the project development and it was anticipating an application from this district. The Chair added that the PGF itself had a specific process that funding applicants had to follow, and the first part of that process had been done, with the \$120k funding contributing to that. MBIE has a range of funding options, and it is anticipating a Geopark application for funding and has indicated that it will be happy to receive the application for consideration.

With regard to the business plan, Mr Quinn advised that that would be presented in the form of the application. The initial one had been withdrawn after taking the advice of the geopark experts. Preparation of the business case now would get the Trust set up to deal with bringing the various pieces of the puzzle together, so that people could see where they might fit in and how they could participate in or contribute to the Geopark. The investment plan would follow that.

The \$120k from MBIE had helped prepare the validation case and also covered the 'School of Rocks' primary school programme, which would be made available to other schools in the district.

The proposed use of the operational surplus was raised again, and it was noted that Council had full discretion on how those savings were spent – eg on projects, or to offset future requirements on the rate. The Chair clarified that it was a usable surplus that could be used for projects that will be put forward in the Annual Plan process. The Trust has applied earlier than the Annual Plan process for a project that is not dissimilar to some others; it is the timing that is different.

In response to a request, Mr Quinn reminded Elected members of the benefits of having a UNESCO Global Geopark, rather than a Waitaki Geopark without the UNESCO umbrella. He noted that an aspiring Global Geopark could be created, with a recreational and informative system for residents and visitors. The Trust is proposing the opportunity to catalyse something into something bigger. UNESCO accreditation costs are relatively small (\$23k direct cost), and provide frameworks and guidelines on the best ways to do things. It would provide a substantial theme for the Waitaki district, and open up channel partners (eg Tourism New Zealand) and – through them – major sponsors in related industries (eg travel). Further comments from Elected Members acknowledged that a national geopark would have limited reach and ability to attract major sponsors. It was noted that the seeking of national heritage status for the country's national parks was done for similar reasons.

In response to the question of whether the new Council could decide that it did not want to support the Geopark and stop the funding, Mr Quinn said he believed that was possible. The legacy would be there, and it could exercise its right to support it, or not. The Chair explained that that might

mean that \$50k could be spent, and there was an opportunity for a reviewable decision to be made to stop any further funding.

Cr Jan Wheeler sought to move in favour of option one – “to discontinue the support for the Geopark project because it will cost \$11 million dollars”.

The Chair said he was having difficulty accepting a motion that was factually incorrect as put forward by Cr Wheeler, given that the funding request in the report was not for millions of dollars. He clarified to the meeting that the report was asking for \$190k only and that any decision is reversible by the new Council if it wished to decide to stop supporting the project.

The Chair then ruled that he would not accept Cr Wheeler’s alternative motion because it was not factually correct and had very little relevance to the decision before Council on this day.

Cr Wheeler said she would withdraw the reference to the \$11 million dollars from her motion, and replace it with “high cost”. The Chair ruled that that motion, as put forward, was not accepted for similar reasons to those stated already.

The Chair then announced that each report recommendation would be taken individually. He reminded Elected Members that, under Standing Orders, there would be an opportunity to discuss particular points one by one, but no repetition of reasons was permitted.

Cr Hugh Perkins moved and Cr Colin Wollstein seconded the first recommendation in the report.

Discussion on the motion:

Several Elected Members supported the motion, because of the huge amount of work that had been put in so far; because there were lots of stories to be told within the district and it is now time to tell them; because a ‘bottom up approach’ had been taken (with the team at Vanished World, farmers and numerous volunteers, without whom none of the progress would have been made to date); because there were external funding opportunities available to assist and because the UNESCO branding would open further funding doors; and because there was a need for Council to show leadership, to back the initial expenditure, the work that had been done, and the passion of those who had contributed to the process thus far.

Two expressed reservations about not having a full business case to make the decision easier, but they too believed in the advantages of the UNESCO brand and the need to continue with the investigations.

One Councillor spoke against the motion, for the reasons that the stories and products of the district could be promoted by locals without the UNESCO labels and controls and without using staff time for the district’s small ratepayer base.

In summarising the discussion, the Chair reminded the meeting that the incoming Council had the ability to decide not to proceed with the project. Some funding was being sought now to seek to establish the Geopark, and Council was being asked to lead that first step. Other funding is expected to follow and it would culminate in reducing the funding from Council. The potential of the Geopark is being realised in the community and a lot of positive feedback is being received. There is a need to get more information out there, and that had been recognised and the initial application withdrawn in order to provide more talk for discussions with the community to occur. The increased visitations to the district that would be gained from the UNESCO status could be a unifier for the district, in building on the stories already told by the museum and gallery, to include the wider district ones. To be the first UNESCO global geopark in Australasia was an opportunity similar to the Central Otago Rail Trail – it set the standard; others tried to match it. In Waitaki, Alps2Ocean had met that standard. This is similar; external funding will be needed. Council has supported the Blue Penguin Colony, and the Colony would not be here if Council had not done so. This project had huge potential and investing in it for the next year was worthwhile.

RESOLVED WDC 2019/154

Moved: Cr Hugh Perkins
Seconded: Cr Colin Wollstein

That Council endorses the establishment of a Geopark in the Waitaki district and the pursuit of UNESCO Global Geopark status by the Waitaki Whitestone Geopark Trust.

Against: Cr Jan Wheeler

CARRIED

RESOLVED WDC 2019/155

Moved: Cr Jim Hopkins
Seconded: Deputy Mayor Melanie Tavendale

That Council approves the carry forward of all approved but unspent Geopark project funding from prior years to assist the Trust to establish the Geopark and achieve UNESCO designation.

CARRIED

MOTION

Moved: Cr Colin Wollstein
Seconded: Cr Bill Kingan

That Council agrees to provide a grant of \$190,000 to enable the Trust to complete the projects outlined in its grant application

AMENDMENT

Moved: Deputy Mayor Melanie Tavendale

That Council agrees to provide a grant of up to \$190,000 to enable the Trust to complete the projects outlined in its grant application, with an expectation that this may decrease if an application for TIF funding or otherwise is successful.

The Chair asked the Mover and Seconder if they agreed with the proposed amendment. They both agreed, and the Chair ruled that that was now the substantive motion under discussion.

MOTION

Moved: Cr Hugh Perkins

That Council agrees to carry over the request by the Waitaki Whitestone Geopark Trust for a grant of \$190,000 up to a maximum of three months until a business case is put forward for Council's consideration.

The Chair clarified that the new motion was essentially a request for the matter to be left to 'lie on the table'.

The meeting was adjourned briefly for the Chair and Governance Advisor to assess the status of the new notice of motion under Standing Orders.

The meeting was reconvened, and the Chair advised that the motion before the meeting (to delay the funding request for three months) would mean that the application to UNESCO would be delayed a further year, and the Trust would not have the current time of nine months before the assessors are due to visit again. Therefore, Clause 23(4)(a) of the Standing Orders would apply:

23.4 Restrictions on actions under the affected resolution

Once a notice of motion to revoke or alter a previous resolution has been received no irreversible action may be taken under the resolution in question until the proposed notice of motion has been dealt with. Exceptions apply where, in the opinion of the Chairperson:

(a) the practical effect of delaying actions under the resolution would be the same as if the resolution had been revoked.

The Chair then ruled that, because it would mean that the momentum would be lost by the delay, he was declining to accept Cr Perkins' motion.

The Chair directed the meeting back to the substantive motion for any further discussion.

Another Elected Member spoke against the motion, citing the reason that it was not an appropriate use of operating surplus funds; that sometimes it made sense not to be first; and the project would stand or fall on its ability to be monetised rather than be funded by \$190k from an operating surplus without test and other allocations to which it could be put.

Concerns about the process around this matter were raised by a different Elected Member, with references to an initial promise of a business case not being met, then replaced by a validation case without any numbers in it. It was suggested that there was need to identify other parties' contributions, because the project 'would not fly' without them.

The Chair then put the substantive motion to the meeting.

RESOLVED WDC 2019/156

Moved: Cr Colin Wollstein
Seconded: Cr Bill Kingan

That Council agrees to provide a grant of up to \$190,000 to enable the Trust to complete the projects outlined in its grant application, with an expectation that this may decrease if an application for TIF funding or otherwise is successful.

Against: Cr Jan Wheeler, Cr Jim Hopkins, Cr Guy Percival, Cr Hugh Perkins

CARRIED 6/4

RESOLVED WDC 2019/157

Moved: Cr Craig Dawson
Seconded: Deputy Mayor Melanie Tavendale

That Council:

1. Agrees that the proposed grant will be funded from part of the 2018/19 FY operating surplus
2. Acknowledges that the Trust will require officer assistance to implement the plan and directs the Chief Executive to draft a Memorandum of Understanding to quantify the level of assistance required.

Against: Cr Jan Wheeler, Cr Jim Hopkins, Cr Guy Percival

CARRIED 7/3

7.2 OAMARU WHITESTONE CIVIC TRUST FINANCIAL ARRANGEMENTS

The report, as circulated, sought Council's consideration and formal response to the request from the Oamaru Whitestone Civic Trust (OWCT) to extend the period of the loan from Council.

Cr Jim Hopkins moved a different motion to that in the agenda report, as follows:

MOTION

Moved: Cr Jim Hopkins
Seconded: Cr Jan Wheeler

That Council agrees to extend the term of the loan to the Oamaru Whitestone Civic Trust by five years in recognition of the long-term nature of the projects the loan funds were used to finance.

AMENDMENT

Moved: Deputy Mayor Melanie Tavendale

That Council agrees to extend the term of the loan to the Oamaru Whitestone Civic Trust by 18 months and to include it as part of the consideration of the Long Term Plan.

The Mover and Seconder accepted the amendment, and it became the substantive motion.

RESOLVED WDC 2019/158

Moved: Cr Jim Hopkins
Seconded: Cr Jan Wheeler

That Council agrees to extend the term of the loan to the Oamaru Whitestone Civic Trust by 18 months and to include it as part of the consideration of the Long Term Plan.

CARRIED

7.3 CHILDCARE ALLOWANCE FOR ELECTED MEMBERS OF LOCAL GOVERNMENT

The report, as circulated, proposed that Council acknowledges the recent introduction of Clause 14 in the Local Government Members (2019/2020) Determination 2019 and agrees to the reimbursement of childcare payments that are made by Elected Members to enable them to undertake normal Council and Community Board business.

Key discussion points were about the need to clarify what type of evidence might be required. It was suggested that a receipt book be used when paying a babysitter, or perhaps an ATM receipt that identified cash had been withdrawn for that purpose. It was agreed that further discussion on the level and type of evidence that may be required could follow at a later date.

After brief discussion, it was also agreed that any decisions made by the Mayor in response to claims could be appealed to the Executive Committee, and that point 4 in the recommendation be amended to reflect that.

RESOLVED WDC 2019/159

Moved: Mayor Gary Kircher

Seconded: Cr Jim Hopkins

That Council:

1. Pursuant to Clause 14 in the Local Government Members (2019/2020) Determination 2019, agrees to reimburse Elected Members, including Community Board Members, for childcare allowance payments where these payments are incurred to enable them to undertake the following activities:
 - Attendance by Council Elected Members at Council and Community Board meetings or Council Committee meetings where the elected member is either a member of the Committee or is a Council appointee to the Committee; and
 - Attendance by Community Board Elected Members at Community Board meetings, Council Meetings and Council Committee meetings where the Community Board elected member is either a member of the Committee or is a Council appointee to the Committee; and
 - Attendance at portfolio meetings or workshops to discuss items of Council business; and
 - Attendance at meetings of Committees formally recognised by Council.
2. Agrees that the maximum value for reimbursement is to be up to \$15 per hour (plus GST if applicable), per child, and that:
 - The child is to be under 14 years of age; and
 - Payments made to a family member for childcare is not allowed; and
 - Evidence of payment made and received are to be appended to any expense claim;
 - The maximum reimbursement is no greater than 75% of actual childcare cost; and
 - The maximum accrual allowance is to be \$6,000 (plus GST if applicable) per qualifying child, per year.
3. Requires that claims for reimbursement are to be filed no later than 90 days following the dates when the expenses were incurred.
4. Requests that expense claims are to be authorised by the Mayor, with appeal rights to the Executive Committee.

Abstained: Deputy Mayor Melanie Tavendale and Cr Jeremy Holding

CARRIED

7.4 RESOURCE MANAGEMENT ACT DELEGATION AMENDMENT

The report, as circulated, sought Council’s approval to delegate certain sections of the Resource Management Act to the recently established Senior Planner – Consenting.

Group Manager Lichelle Guyan and Heritage and Planning Manager Hamish Barrell spoke to the report and responded to questions. It was clarified that the report was not asking for a change of delegation; it was a request to add another person to the list. The reason for seeking the addition was to allow more routine consents to be signed off by the Senior Planner – Consenting, with more complex consents still to be approved by the Heritage and Planning Manager or Group Manager.

It was noted that this addition to the delegation would be in place for the remainder of this term and considered as part of the full delegations review that would be completed after the Local Elections.

RESOLVED WDC 2019/160

Moved: Cr Jim Hopkins
Seconded: Cr Colin Wollstein

That Council approves the amendments to the Resource Management Act 1991 delegations to include the Senior Planner – Consenting in Schedule 2 of the “Register of Delegations to Elected Members” for the sections outlined in the table below:

SECTION	DESCRIPTION
s10	Power to grant extension of existing use rights and issue of associated certificate
s42A	Powers regarding the preparation, commissioning and provision of reports
s87BA and 87BB	Ability to determine, and issue notices, in relation to whether an activity is a permitted activity and ability to return application for consent to applicant
s91	Power to defer the processing (notification and hearing) of a resource consent application on certain grounds
s92, 92A, 92B	Power to commission reports and request further information in relation to consent applications and to set and advise the time by which that information must be provided
s98	Duty to provide consent applicant with a list of all submissions received in relation to an application.
s104	Duties associated with the consideration of a resource consent application
s104A, 104B, 104C, 104D, 105, 106	Power to determine resource consent applications and impose conditions
ss108, 108A	Power to impose conditions on resource consents, including conditions requiring a bond
s114	Duty to serve consent applicant and submitters with copy of the decision and a statement of the time within which an appeal may be lodged
s127	Power to change or cancel conditions imposed on a resource consent
s133A	Power to issue an amended resource consent that corrects minor mistakes or defects in the consent.
s139(4)	Power to require a person to provide further information relating to request for certificate of compliance. Authority to issue certificate of compliance
s139A(3)	Power to require a person to provide further information relating to request for existing use certificate

CARRIED

7.5 COUNCILLOR RESIGNATION

The report, as circulated, sought the formal receipt of the resignation of Councillor Peter Garvan on 9 August 2019, and a determination by Council by resolution as to whether or not it will be filling this vacancy prior to the 2019 triennial general election.

RESOLVED WDC 2019/161

Moved: Cr Jim Hopkins

Seconded: Deputy Mayor Melanie Tavendale

That Council:

1. Receives the written resignation of Councillor Peter Garvan, effective 9 August 2019; and
2. Agrees that the vacancy not be filled prior to the 2019 triennial general election.

CARRIED

7.6 WARRANTS OF APPOINTMENT

RESOLVED WDC 2019/162

Moved: Cr Craig Dawson

Seconded: Cr Hugh Perkins

That, subject to a successful Police Vetting clearance, Waitaki District Council resolves as follows:

1. Waitaki District Council hereby appoints **Gordon Adrian Innes** (Building Control Officer) as:
 - a) An 'Enforcement Officer' under Section 177 of the Local Government Act 2002 with authority to exercise the following powers:
 - i) Enter of private land or building other than a dwellinghouse (s171);
 - ii) Enter land or building (including dwellinghouse, if accompanied by a constable) for enforcement purposes (s172);
 - iii) Enter land or buildings in cases of emergency (s173); and
 - iv) Authority to act (s174).
 - b) An 'Authorised Person' under Section 206 of the Building Act 2004 with authority to exercise all the powers of an Authorised Person/Enforcement Officer/Agent under the Building Act 2004, and in particular the following powers:
 - i) Inspection by building consent authority (s90);
 - ii) Inspection by territorial authority (s111);
 - iii) Measures to avoid immediate danger or to fix unsanitary conditions (s129);
 - iv) Inspection of building work under notice to fix (s167);
 - v) Request information or production of documents (s207a);
 - vi) Inspection by territorial authority (s222); and
 - vii) Issue infringement notices (s372).
 - c) A 'Litter Control Officer' under Section 5 of the Litter Act 1979 with authority to exercise all the powers of a Litter Control Officer under the Litter Act 1979.
 - d) An 'Officer' under Section 23 of the Amusement Devices Regulations 1978 (Power of entry)

2. Waitaki District Council hereby appoints **Kedar Dhakal** (Roading Network Engineer) as:
- a) An 'Enforcement Officer' under Section 177 of the Local Government Act 2002 with authority to exercise the following powers:
 - i) Enter private land or building other than a dwellinghouse (s171);
 - ii) Enter land or building (including dwellinghouse, if accompanied by a constable) for enforcement purposes (s172);
 - iii) Enter land or buildings in cases of emergency (s173); and
 - iv) Authority to act (s174).
 - b) An 'Enforcement Officer' under Section 38 of the Resource Management Act 1991 with authority to exercise all the powers of an Enforcement Officer under the Resource Management Act 1991, and in particular the following powers:
 - i) Avoid, remedy or mitigate adverse effects on the environment (s17);
 - ii) Acquire information from anyone who has breached obligations under this Act (s22);
 - iii) Serve abatement notice on any person doing, or commencing, anything likely to contravene this Act (s322);
 - iv) Enter place of noise source (including a dwellinghouse, if accompanied by a constable) and seize/imound noise source (s323);
 - v) Direct person responsible for excessive noise to immediately reduce noise to a reasonable level (s327);
 - vi) Seize, remove, render inoperable, lock or seal any source of excessive noise (if accompanied by a constable) (s328);
 - vii) Take preventative or remedial action for emergency works (s330);
 - viii) Carry out, at all reasonable times, inspections of any place or structure (except a dwelling house) (s332);
 - ix) Enter for surveys, tests, or investigations at any reasonable time (except a dwellinghouse) (s333); and
 - x) Issue infringement notices (s343C).
 - c) A 'Litter Control Officer' under Section 5 of the Litter Act 1979 with authority to exercise all the powers of a Litter Control Officer under the Litter Act 1979.
3. Waitaki District Council hereby appoints **Michael Aidan Harrison** (Roading Manager) as:
- a) An 'Enforcement Officer' under Section 177 of the Local Government Act 2002 with authority to exercise the following powers:
 - i) Enter private land or building other than a dwellinghouse (s171);
 - ii) Enter land or building (including dwellinghouse, if accompanied by a constable) for enforcement purposes (s172);
 - iii) Enter land or buildings in cases of emergency (s173); and
 - iv) Authority to act (s174).
 - b) An 'Enforcement Officer' under Section 38 of the Resource Management Act 1991 with authority to exercise all the powers of an Enforcement Officer under the Resource Management Act 1991, and in particular the following powers:

- i) Avoid, remedy or mitigate adverse effects on the environment (s17);
 - ii) Acquire information from anyone who has breached obligations under this Act (s22);
 - iii) Serve abatement notice on any person doing, or commencing, anything likely to contravene this Act (s322);
 - iv) Enter place of noise source (including a dwellinghouse, if accompanied by a constable) and seize/impound noise source (s323);
 - v) Direct person responsible for excessive noise to immediately reduce noise to a reasonable level (s327);
 - vi) Seize, remove, render inoperable, lock or seal any source of excessive noise (if accompanied by a constable) (s328);
 - vii) Take preventative or remedial action for emergency works (s330);
 - viii) Carry out, at all reasonable times, inspections of any place or structure (except a dwelling house) (s332);
 - ix) Enter for surveys, tests, or investigations at any reasonable time (except a dwellinghouse) (s333); and
 - x) Issue infringement notices (s343C).
- c) A 'Litter Control Officer' under Section 5 of the Litter Act 1979 with authority to exercise all the powers of a Litter Control Officer under the Litter Act 1979.

Against: Cr Guy Percival

CARRIED

The meeting was adjourned at 12.38pm, and reconvened at 1.55pm.

8 RESOLUTION TO EXCLUDE THE PUBLIC

RESOLVED WDC 2019/163

Moved: Cr Jim Hopkins

Seconded: Cr Craig Dawson

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
- Confirmation of the Public Excluded Minutes of the Previous Council Meeting on 30 July 2019	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

<p>- Public Excluded Recommendations of the Assets Committee Meeting held on 27 August 2019</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)(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>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>- Confirmation of AOG Electricity Contract PE</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>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>8.1 - Delegations Amendment 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>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>

CARRIED

9 PUBLIC EXCLUDED SECTION

The Public Excluded minutes apply to this section.

10 RESOLUTION TO RETURN TO THE PUBLIC MEETING

RESOLVED WDC 2019/170

Moved: Cr Craig Dawson

Seconded: Cr Jim Hopkins

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

11 RELEASE OF PUBLIC EXCLUDED INFORMATION

In accordance with Waitaki District Council Standing Orders 2016 to 2019, Clause 17.5, and pursuant to Resolution WDC 2019/169 in the public excluded session of this meeting, Council decided not to release any of the public excluded information of this meeting in these public minutes.

12 MEETING CLOSE

There being no further business, the Chair declared the meeting closed, at 2.10pm.

TO BE CONFIRMED AND SIGNED by the Chair and Council's Chief Executive at the Council Meeting (additional) scheduled to be held on Tuesday 8 October 2019, being the final Council Meeting of the current triennium, in accordance with Clause 27.4 of the Waitaki District Council Standing Orders.

.....
Chairperson

.....
Date signed

.....
Chief Executive

.....
Date signed

**3.2 CONFIRMATION OF COMMITTEE AND COMMUNITY BOARD PUBLIC MINUTES
OUTSTANDING AT THE END OF THE TRIENNIUM**

Author: Ainslee Hooper, Governance and Policy Advisor

Authoriser: Lisa Baillie, People and Culture Group Manager

- Attachments:**
1. 20190924 Finance, Audit and Risk Committee Meeting - Unconfirmed Public Minutes
 2. 20190916 Waitaki District Youth Council Meeting - Unconfirmed Public Minutes
 3. 20190909 Ahuriri Community Board Meeting - Unconfirmed Public Minutes
 4. 20190902 Waihemo Community Board Meeting - Unconfirmed Public Minutes
 5. 20190827 Assets Committee Meeting - Unconfirmed Public Minutes
 6. 20190827 Heritage, Environment and Regulatory Committee Meeting - Unconfirmed Public Minutes
 7. 20190827 Community and Culture Committee Meeting - Unconfirmed Public Minutes
 8. 20190702 Harbour Area Committee Meeting - Unconfirmed Public Minutes
 9. 20190702 District Plan Review Committee Meeting - Unconfirmed Public Minutes

RECOMMENDATIONS

That Council, at this last Council meeting of the 2016 – 2019 triennium, reviews and then has signed as “Confirmed” by the Chair of the relevant Committee or Ward Councillor on behalf of the applicable Community Board and the Waitaki District Council’s Chief Executive as a true and correct record, the public minutes of all Committee and Community Board Meetings which have not yet been confirmed, as required by Clause 27.4 of the Waitaki District Council Standing Orders:

- 1.1. Finance, Audit and Risk Committee Meeting held on 24 September 2019
(to be moved by Chair, Cr Colin Wollstein)
- 1.2. Waitaki District Youth Council Meeting held on 16 September 2019
(to be moved by appointed Councillor on behalf of the Chair,
Deputy Mayor Melanie Tavendale)
- 1.3. Ahuriri Community Board Meeting held on 9 September 2019

- (to be moved by Ahuriri Ward Councillor on behalf of Chair, Cr Craig Dawson)
- 1.4. Waihemo Community Board Meeting held on 2 September 2019
(to be moved by Waihemo Ward Councillor on behalf of Chair, Cr Jan Wheeler)
 - 1.5. Assets Committee Meeting held on 27 August 2019
(to be moved by Chair, Cr Bill Kingan)
 - 1.6. Heritage, Environment and Regulatory Committee Meeting held on 27 August 2019
(to be moved by Chair, Cr Hugh Perkins)
 - 1.7. Community and Culture Committee Meeting held on 27 August 2019
(to be moved by Chair, Deputy Mayor Melanie Tavendale)
 - 1.8. Harbour Area Committee Meeting held on 2 July 2019
(to be moved by Chair, Mayor Gary Kircher)
 - 1.9. District Plan Review Committee Meeting held on 2 July 2019
(to be moved by Chair, Cr Jim Hopkins)

DECISION OBJECTIVE

To obtain Council's confirmation of all outstanding Committee and Community Board Meeting public minutes that remain unconfirmed at the end of the current triennium, as required under Standing Orders Clause 27.4 (copied below).

27.1 Minutes of last meeting before election

The chief executive and the relevant Chairpersons must sign the minutes of the last meeting of the local authority and its local and community boards before the next election of members.

**UNCONFIRMED MINUTES OF FINANCE, AUDIT AND RISK COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, THIRD FLOOR,
OFFICE OF THE WAITAKI DISTRICT COUNCIL, 20 THAMES STREET, OAMARU
ON TUESDAY, 24 SEPTEMBER 2019 AT 11.28AM**

PRESENT: Cr Colin Wollstein (Chair), Cr Craig Dawson, Cr Jim Hopkins, Cr Jan Wheeler,
and Mayor Gary Kircher (ex officio)

IN ATTENDANCE: Deputy Mayor Melanie Tavendale
Cr Jeremy Holding
Cr Bill Kingan
Cr Hugh Perkins
Cr Guy Percival
Fergus Power (Chief Executive)
Neil Jorgensen (Assets Group Manager / Deputy Chief Executive)
Paul Hope (Finance and Corporate Development Group Manager)
Lisa Baillie (People and Culture Group Manager)
Lichelle Guyan (Heritage, Environment and Regulatory Group Manager)
Bill Chou (Information Services Group Manager)
Ainslee Hooper (Governance and Policy Advisor)

IN ATTENDANCE FOR SPECIFIC AGENDA ITEMS:

Ian Wells (Accounting Manager)
Mike Searle (Policy and Strategy Manager)
Richard Maher (Programme Manager)
Suzanne Butler (Information Systems Team Leader)
Bill Nelson (Health and Safety Advisor)
Sue McCabe (Rates Supervisor)

The Chair declared the meeting open at 11.28am and welcomed everyone present.

1 APOLOGIES

There were no apologies.

2 DECLARATIONS OF INTEREST

There were no declarations of interest.

3 CONFIRMATION OF PREVIOUS MEETING MINUTES

**3.1 CONFIRMATION OF PREVIOUS MEETING PUBLIC MINUTES - 30 JULY 2019
FINANCE, AUDIT AND RISK COMMITTEE MEETING**

RESOLVED FAR 2019/084

Moved: Cr Jim Hopkins

Seconded: Cr Jan Wheeler

That the Finance, Audit and Risk Committee confirms the public minutes of its 30 July 2019 meeting, as circulated, as a true and correct record of that meeting.

CARRIED

4 MEMORANDUM REPORTS

4.1 WAITAKI DISTRICT COUNCIL ANNUAL RESIDENTS' SURVEY REPORT 2019

The report, as circulated, provided the Waitaki District Council Annual Residents' Survey Report July 2019 to Council for information, and noted that it would be publicly available on Council's website after the meeting.

Policy and Strategy Manager Mike Searle spoke to the report and responded to questions.

Suggested improvements for future surveys included (i) to make the number of respondents clearer and easier to read; and (ii) to include the questions in larger print as well as the answers.

There was a request for clarification from the survey authors about the meaning of the sub-figures section.

ACTION: Mike Searle, Policy and Strategy Manager

It was noted that the survey suggested key issues for Council to work on, namely (i) trust in Council; (ii) value of Council from a ratepayer's perspective; and (iii) unsealed roads.

Regarding the 28% satisfaction rate for all roads, it was noted that the survey was a snapshot in time, and the responses would depend on people's most recent experiences. It was important to note that Council had been putting money into subsidised and unsubsidised roading over the years, and improvements were being made each year. It was suggested that Elected Members actively reinforce the positive work that Council staff had been doing on the roads front, by promoting, for example, how Council had set up its own quarry to provide a more stable source of gravel and other 'good news' stories.

In response to a question about whether 17% of people who have lodged a request regarding roads and footpaths should be of concern, and what its relativity is to other councils or other years, Group Manager Neil Jorgensen advised that comparisons across councils were difficult because of varying factors for each. Regarding the second point, Mr Jorgensen said he believed that the more people making requests showed that they were engaged with the process and the system was working. It was noted that "Snap Send Solve" had also made it easier for people to lodge such concerns, and that was working well.

It was also noted that annual plan discussions had already demonstrated the efforts staff were putting into improving roads, and that five out of the last six years have had floods that had put work behind whilst they were dealt with. It was suggested that the key point to remember is that the backlog is now being cleared, and the money was being spent where it needed to be spent. The overall picture underlined that Council was doing reasonably well on the roading front; there was a lot of demands on the district's roads and Council was continuing to put resources into them.

RESOLVED FAR 2019/085

Moved: Cr Craig Dawson

Seconded: Cr Jan Wheeler

That the Finance, Audit and Risk Committee:

1. Receives the Waitaki District Council Annual Residents' Survey Report July 2019
2. Notes that the survey results provide an input for completing Council's 2018/19 Annual Report scheduled for Council approval on 29 October 2019
3. Notes that the survey report is to be posted on Council's website.

CARRIED

4.2 MONTHLY FINANCIAL REPORT - PERIOD 2, AUGUST 2019

The report, as circulated provided an overview of financial results for the first two months of the 2020 financial year to 31 August 2019. It noted that, during this period, Council had recorded an operating deficit of \$701k.

Group Manager Paul Hope and Accounting Manager Ian Wells spoke to the report and responded to questions.

It was highlighted that:

- the deficit was not as bad as budgeted due to other revenue being received.
- there was still some backfilling of vacancies occurring because of the ongoing difficulty to fill some positions, as previously advised.

In response to several questions about variances, Mr Wells explained that the budget for many items was spread evenly across the year, but that actual expenditure occurred at different times which created the variances. At this earlier stage of the year, there was no cause for concern. They would be monitored throughout the year and, if variances were showing larger than expected towards the end of the year, then budget managers would be consulted to discuss the reasons for that in more detail. The intention in the future was to refine the budgeting exercise so that expected expenditure highs and lows could be factored in across the whole year and thereby mitigate the creation of large variances wherever possible. As resources were able to be found, that work would be a focus, along with simplifying the layout and terminology of future reports.

The \$2M+ deficit in the Assets group was not an actual deficit; it was an interim position which would be discussed with the relevant budget managers to identify when the work will actually be done so that the budgeting could be adjusted to fit that pattern rather than spread evenly across the year.

There were differing views about whether the financial reports should provide the overall picture of departmental budget variances and leave the detailed project-related budget spending reporting to the agenda reports to Committee Meetings. Some supported that view and wanted the reports to continue as they are, presenting the overall financial picture. Some others wanted the detailed project budget variances included in the financial reporting instead.

RESOLVED FAR 2019/086

Moved: Cr Jim Hopkins

Seconded: Cr Jan Wheeler

That the Finance, Audit and Risk Committee receives and notes the information.

CARRIED

**4.3 FINANCE AND CORPORATE DEVELOPMENT GROUP ACTIVITY REPORT -
SEPTEMBER 2019**

The group activity report, as circulated, provided an update to the Finance, Audit and Risk Committee on various finance, business development, policy, and health and safety matters since the last Committee meeting.

Group Manager Paul Hope spoke to the report and highlighted several matters, as noted below.

- The Rates team was working closely with the Customer Service Team to improve the latter's understanding of the finer points of the rates process so that, during the busy period, that team could answer questions from ratepayers in a more responsive way as their first point of contact. This was providing a positive improvement in customer service to the public and to Council.
- Health and Safety – The Health and Safety Advisor was present at the meeting to speak to his update.
- Work on the annual report had been a focus for most of the Group in recent weeks.
- Reporting formats – The Finance team is working with other Councils to look at best practice around conveying information in a more user-friendly way and improving the transparency of what is being reported.

Health and Safety Advisor Bill Nelson said he was receiving great engagement across Council on health and safety matters, with queries flowing in and health and safety matters being raised by managers and staff. These were all very good indicators that the health and safety culture is embedded and working well. In response to a question, Mr Nelson said he was revisiting the way Council staff were engaging with contractors, to identify and implement a consistent approach. The aim was to be clear about how to engage and manage contractors; and for them to be clear of Council's expectations of them.

In response to a question, Group Manager Paul Hope advised that the implementation of the organisation-wide approach to risk management would be mainly internally focused, and Council could expect to see something by the end of the third quarter of the financial year. It would cover such matters as contractors, procurement and the like.

RESOLVED FAR 2019/087

Moved: Cr Jim Hopkins

Seconded: Cr Jan Wheeler

That the Finance, Audit and Risk Committee receives and notes the information.

CARRIED

4.4 GROUP ACTIVITY REPORT - INFORMATION SERVICES, SEPTEMBER 2019

The group activity report, as circulated, provided an update to the Finance, Audit and Risk Committee on Information Services Group activities during the reporting period.

Group Manager Bill Chou, Programme Manager Richard Maher, and Information Systems Team Leader Suzanne Butler spoke to the report and responded to questions.

Mr Chou highlighted that planning had been a key focus over the reporting period, with programmes and projects to be future priorities. Recruitment to some of the group's vacancies was occurring and, once the successful incumbents were on board, it was expected that more simultaneous projects could be undertaken. Mr Chou also emphasised the great work being done by his team with Council's records and archives.

There was brief discussion about the digital district plan (which is part of the overall District Plan Review project, and would aim to provide an interactive experience for customers), and about the 'red flag' assigned to the external GIS project (which was explained as a timing issue, as it was nearing completion, rather than a potential project failure).

The meeting was advised that some members of the public had shared their concerns with an Elected Member about having difficulty getting access to property-related information because they were being directed to a website and did not have good internet access or knowledge. In response, Team Leader Suzanne Butler advised that the intent of the digitising property plans project was to direct more of those people who had internet skills, knowledge and access to the website function in order that staff could spend more time with those who could not use the digital versions. This was acknowledged by the meeting.

A request was made for more details about the potential reach and cost of the Wi-fi Waitaki project.

ACTION: Group Manager Bill Chou

RESOLVED FAR 2019/088

Moved: Cr Jim Hopkins

Seconded: Cr Jan Wheeler

That the Finance, Audit and Risk Committee receives and notes the information.

CARRIED

5 RESOLUTION TO EXCLUDE THE PUBLIC

RESOLVED FAR 2019/089

Moved: Cr Jim Hopkins

Seconded: Cr Jan Wheeler

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
<p>6.1 - Confirmation of Previous Meeting Public Excluded Minutes 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)(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>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>6.2 - Accounts Payable Analysis, full year to June 2019 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>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>6.3 - Quarterly Rates Update 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>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>6.4 - Rates Sales Process Summary 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>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>

CARRIED

6 PUBLIC EXCLUDED SECTION

The public excluded minutes apply to this section.

7 RESOLUTION TO RETURN TO THE PUBLIC MEETING

RESOLVED FAR 2019/094

Moved: Cr Craig Dawson
Seconded: Mayor Gary Kircher

That the Finance, Audit and Risk Committee resumes in open meeting and decisions made in the public excluded session are confirmed and made public as and when required and considered.

CARRIED

8 RELEASE OF PUBLIC EXCLUDED INFORMATION

In accordance with Waitaki District Council Standing Orders 2016 to 2019, Clause 17.5, and pursuant to resolutions in the public excluded session of this meeting, the Committee approved the release of previously public excluded information as set out below.

6.1 CONFIRMATION OF PREVIOUS MEETING MINUTES PE

RESOLVED FAR 2019/090

Moved: Cr Craig Dawson
Seconded: Cr Jan Wheeler

That the Finance, Audit and Risk Committee confirms the public excluded minutes of its 30 July 2019 meeting, as circulated, as a true and correct record of that meeting.

CARRIED

6.2 ACCOUNTS PAYABLE ANALYSIS, FULL YEAR TO JUNE 2019 PE

RESOLVED FAR 2019/091

Moved: Cr Jim Hopkins
Seconded: Cr Craig Dawson

That the Finance, Audit and Risk Committee receives and notes the information.

CARRIED

6.3 QUARTERLY RATES UPDATE PE

RESOLVED FAR 2019/092

Moved: Cr Jim Hopkins
Seconded: Cr Craig Dawson

That the Finance, Audit and Risk Committee receives and notes the information.

CARRIED

6.4 RATES SALES PROCESS SUMMARY PE

RESOLVED FAR 2019/093

Moved: Cr Jim Hopkins
Seconded: Cr Craig Dawson

That the Finance, Audit and Risk Committee recommends:

That Council approves writing off the debt of all outstanding balances following the completion of the recent rating sales; and

CARRIED

9 MEETING CLOSE

There being no further business, the Chair declared the meeting closed, at 12.32pm.

TO BE CONFIRMED AND SIGNED by the Chair and Council's Chief Executive at the Council Meeting (additional) scheduled to be held on Tuesday 8 October 2019, being the final Council Meeting of the current triennium, in accordance with Clause 27.4 of the Waitaki District Council Standing Orders.

.....
Chairperson

.....
Date signed

.....
Chief Executive

.....
Date signed

Waitaki District Council

Waitaki District Youth Council

**UNCONFIRMED MINUTES of a meeting of the
Waitaki District Youth Council
held in the Council Chamber,
Office of the Waitaki District Council, 20 Thames Street, Oamaru
on Monday 16 September 2019 at 4.00pm**

Present Lily Stock (Chair), Emma Borrie, Briana Diedrichs, Joel Kunnethedan, Josh Acheson, Josh Kinnaird, Lochlan Cowles, Bethan Ardouin, Rata McMullan (late), Abbey Mabon (late), and Jacinta Richardson (late)

Apologies Sergeant Blair Wilkinson, Hannah Acheson

In attendance Mayor Gary Kircher, Deputy Mayor Melanie Tavendale, Helen Algar, Leanne Kingan, Frances McElhinney, David McFarlane

1. Apologies

RESOLVED Lochlan Cowles / Joel Kunnethedan
WDYC 2019/028 That Youth Council accepts the apologies as recorded.
CARRIED

2. Confirmation of Previous Meeting Minutes – 19 August 2019

An amendment to the minutes was requested, as follows:

Under Item 3 – Budget: To correct the effective date of the financial report from 31 May to 31 July 2019, so that it reads:

“The financial report was presented as a true and correct as at 31 July 2019”.

RESOLVED Emma Borrie / Briana Diedrichs

WDYC 2019/029 That the minutes of the meeting dated 19 August 2019, as circulated and with the amendment agreed at this meeting, be confirmed as a true and correct record.

CARRIED

3. Budget

RESOLVED Lochlan Cowles / Emma Borrie

WDYC 2019/030 The financial report was presented as a true and correct record as at 31 August 2019.

CARRIED

4. Correspondence

Correspondence had been received from Sport Waitaki regarding the Rainbow Run sponsorship. It was agreed that this item would be discussed later in the Agenda.

5. Update Youth Council Informal meeting

Youth Council members have decided on seven questions for the survey for the Youth Space. These are to be shared on the Youth Council messenger group. Gen Paisley is to be asked to collate the questions onto Survey Monkey.

Action: Emma to share survey questions on message group.

Action: Questions to be sent to Helen Algar to share with the Home Schools.

Action: Youth Council to use School Tutor groups for obtaining survey answers.

6. Community Events up and coming

- **Mental Health Awareness Week**

One Day Ahead – Community Ride for Mental Health to be held on Saturday 28 September 2019, leaving Weston at 10am, finishing at Elderslie Estate where there will be presentations, BBQ, and lots of activities. This is a free event. Youth Council members will be participating in the ride from Weston to Elderslie Estate, and it was suggested that they all wear their Youth Council Hoodies for the occasion.

One Day Ahead – Movie Screening Event to be held on Friday 27 September at the Opera House Ink Box. One Day Ahead is a documentary about eight Kiwis who take on the challenge of a lifetime, as the first New Zealand team to ride all 21 stages of the Tour De France, one day ahead of the actual race in July 2018. Tickets – \$25 per head.

Action: Youth Council to promote at schools, Facebook and messenger group.

- **Clued up Supers**

Clued up Supers is an event to be held at the Waitaki Recreation Centre on Saturday 5 October, from 1.00pm to 4.00pm. This will showcase activities for older people, who in return may be interested in joining these groups.

Action: Lily to help with a survey at this event on the day.

- **Rainbow Run**

Sport Waitaki is once again organising the Rainbow 5km Run to take place at the

Oamaru Racecourse on Saturday 19 October. Youth Council members have been asked if they would be interested in sponsoring this event, at a cost of \$500 + GST.

RESOLVED Emma Borrie / Brieana Diedrichs
WDYC 2019/031 That Waitaki District Youth Council agrees to sponsor the 2019 Rainbow 5km Run in the amount of \$500 + GST, in accordance with the terms and conditions listed on the Sport Waitaki "Sponsorship Agreement for the 2019 Rainbow 5km Run" signed by the Chair at this meeting.

CARRIED

Action: Leanne to complete form and return to Sport Waitaki, with a specific request to have the purple Colour Station (not green).

- **Halloween** – A group is interested in running a Hogs Wort Dinner, which would be a family event either on 31 October or 1 November. More information is to be provided at the next meeting.

7. Police Update

There was no report from Sergeant Blair Wilkinson.

8. Workshop – Movie Night in the Park

Frances McElhinney and David McFarlane from the Opera House attended this meeting to discuss planning for the Movie Night in the Park. A Runsheet for the event will be distributed to Youth Council member by Frances. Posters are nearly ready to be printed and will be dropped off at school offices.

ACTION: France to send Runsheet.

ACTION: Youth Council to promote movie.

ACTION: David to drop posters to schools

Melanie thanked the Waitaki Youth Council for being such an awesome group. She advised that, with Elections being held on Saturday 12 October, it is an uncertain time for the Mayor and Councillors, as they await the official announcement of the results to find out if they have been re-elected. She wished Youth Council members all the best for their future efforts and congratulated them for their considerable successes over the past year.

Mayor Gary Kircher also thanked Youth Council members for the great job that they do. Despite not knowing whether he will be re-elected as Mayor, he said he is remaining positive and encouraged them to vote if they were 18 years of age or more. He extended best wishes to all members of the Waitaki District Youth Council.

There being no further business, the Chairperson declared the meeting closed at 4.40pm.

TO BE CONFIRMED AND SIGNED by the appointed Councillor on behalf of the Chair and Council's Chief Executive at the Council Meeting (additional) scheduled to be held on Tuesday 8 October 2019, being the final Council Meeting of the current triennium, in accordance with Clause 27.4 of the Waitaki District Council Standing Orders.

.....
Appointed Councillor
on behalf of the Chairperson Date signed

.....
Chief Executive Date signed

**UNCONFIRMED MINUTES OF AHURIRI COMMUNITY BOARD MEETING
HELD AT THE KUROW MEMORIAL HALL, KUROW,, NORTH OTAGO
ON MONDAY, 9 SEPTEMBER 2019 AT 3.15PM**

PRESENT: Mr Graham Sullivan (Chair), Mr Tony Chapman, Mr Brent Cowles,
Mrs Vicky Munro, Mr Calum Reid, and Cr Craig Dawson

IN ATTENDANCE: Mayor Gary Kircher
Cr Bill Kingan (rostered Councillor)
Fergus Power (Chief Executive)
Ainslee Hooper (Governance and Policy Advisor)

The Chair declared the meeting open at 3.15pm and welcomed everyone present.

1 APOLOGIES

There were no apologies.

2 DECLARATIONS OF INTEREST

There were no declarations of interest.

3 PUBLIC FORUM

Speaker 1 – Ross Menzies

Mr Menzies has been confirmed as elected unopposed to the Ahuriri Community Board for the 2019 – 2021 triennium. He noted that he had been observing the work of the Community Board and Council since earlier in the year, and has received very positive feedback from the community on the 'great job' the Board has been doing. Following the swearing in of the new elected members, he is looking forward to working with the other Board members.

He extended his best wishes to Chair Graham Sullivan in his retirement, and to Board Members Calum Reid and Tony Chapman, and Councillor Craig Dawson for their future endeavours after deciding not to select re-election to the Board.

The Chair and Board Members acknowledged the comments of Mr Menzies, and wished him every success for his time on the Board.

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

4.1 CONFIRMATION OF PREVIOUS MINUTES

RESOLVED ACB 2019/045

Moved: Cr Craig Dawson

Seconded: Mrs Vicky Munro

That the Ahuriri Community Board confirms the minutes of its 8 July 2019 meeting, as circulated, as a true and correct record of that meeting.

CARRIED

5 MEMORANDUM REPORTS

5.1 AHURIRI COMMUNITY BOARD FINANCIAL UPDATE

The memorandum, as circulated, provided the Board members with balances of separate rate accounts within the Ahuriri ward, and of funds available for distribution to community projects.

Board members discussed the details in the report and it was noted that there was \$533k available for project expenditure within the Ward. The Chair highlighted that it would be for the new Board to choose projects that could utilise that available funding.

It was suggested that the Ward services account be used to address the Kurow drainage issue. In response, Mayor Kircher advised that there may not be a usable balance in that account, as the funding could already be allocated. Normally, drainage work would be done on a rateable basis under Amenity rates. However, if there is flexibility for it to be addressed via the Ward services account, then it was an avenue to explore.

RESOLVED ACB 2019/046

Moved: Mr Calum Reid

Seconded: Cr Craig Dawson

That the Ahuriri Community Board requests a report from Council officers discussing options for the Paddy's Flat Kurow drainage issues, including funding sources.

CARRIED

RESOLVED ACB 2019/047

Moved: Mr Brent Cowles

Seconded: Mr Tony Chapman

That the Ahuriri Community Board:

1. Receives and notes the balances of separate rate accounts within the Ahuriri 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.

CARRIED

5.2 RECREATION UPDATE

The memorandum, as circulated, updated the Ahuriri Community Board on routine work, maintenance issues and progress on minor projects which have occurred since the last Board meeting.

Board members acknowledged the 'great news' about the extra funding of \$635k for the Alps to Ocean extension, and congratulated the Recreation Manager and his team on securing it.

The ownership of the boat ramp on Kurow Island had been discussed at the recent Waitaki Lakes Shoreline Meeting and it has been suggested that it be taken up as a user-pays system. It was also noted that the ramp would need to be extended out because of the high water level.

RESOLVED ACB 2019/048

Moved: Cr Craig Dawson
Seconded: Mr Calum Reid

That the Ahuriri Community Board receives and notes the information.

CARRIED

5.3 ASSETS UPDATE

The memorandum, as circulated, updated the Board on issues, operations and projects managed by the Assets Group, occurring within the Ahuriri Ward since the last Board meeting. There was discussion about the repeated repair work required to stop flooding in Omarama. The meeting heard that some other water schemes in the district were also dealing similar impacts of aging infrastructure which required whole sections to be replaced.

RESOLVED ACB 2019/049

Moved: Mr Brent Cowles
Seconded: Mrs Vicky Munro

That the Ahuriri Community Board receives and notes the information.

CARRIED

5.4 BUILDING CONSENTS ISSUED IN AHURIRI WARD FOR JUNE AND JULY 2019

The memorandum, as circulated, provided the Board members with a list of building consents issued in Ahuriri Ward for June and July 2019.

It was again noted that there is a lot of work being undertaken in the Ward.

It was also highlighted that Lake Ohau was not static with its building (as external parties had suggested), as there were three dwellings on the list in that area for the two-month period.

RESOLVED ACB 2019/050

Moved: Mrs Vicky Munro
Seconded: Mr Tony Chapman

That the Ahuriri Community Board receives and notes the information.

CARRIED

5.5 CHAIRPERSON'S REPORT

The Chairman's report was presented verbally at the meeting, and included the following information:

- 13 July Attended the Community Board Zone 6 Meeting in Gore.
- 14 July Attended Citizens Awards meeting.
- 24 July Attended the Masterplan Workshop at Otematata.
- 25 July Attended the Masterplan Workshop at Omarama.
- 27 July Attended the Assets Committee Meeting to hear discussions on the Ohau Water Supply Upgrade.
- 5 August Attended the Waitaki Lakes Shoreline Meeting in Oamaru.
- 9 August Attended the Community Grants meeting in Oamaru.

The Chair said the Zone Meeting in Gore was "very disappointing" in terms of organisation and communication. However, speaker Malcolm Alexander was "excellent".

The Chair advised that he has asked the Recreation Officer about two days of servicing for the new toilets at Otematata not being sufficient. Mayor Gary Kircher said the service could be reviewed and changed now that it would be getting more use. It was noted that the person doing the servicing was doing an "immaculate job"; it just needed to happen more often.

The Chair thanked Calum Reid for his direction and dedication to organising the work on the Kurow playground. He had been a "one-man band" in driving the project and the Chair wanted that formally acknowledged in the minutes.

RESOLVED ACB 2019/051

Moved: Mr Graham Sullivan

Seconded: Mrs Vicky Munro

That the Ahuriri Community Board receives and notes the information.

CARRIED

5.6 COMMUNITY BOARD MEMBERS' AND COUNCILLOR'S REPORTS

Calum Reid

Mr Reid said he had been on holiday for three weeks during the reporting period. Paddy's Flat had been the critical issue, with him receiving many calls from concerned residents who were worried about another rain event coming and a repeat of the flooding. Regarding the Kurow bridges, Mr Reid said it looked lovely now and families were picnicking under the structure and it was being well used. The ongoing maintenance of it still had to be resolved.

Regarding the playground, a way forward had been found, and a funding allocation of \$27k had been received from Meridian; the Board contributed \$25k. A management fee of \$6k has now been put forward, and there was more work to do to address how that was to be met and also whether the Board should be looking at funding the last \$7,200 to move the project on to the next stage (which included unbudgeted items like the plaque for \$200 and the like).

Mr Reid advised the meeting that the CRM asking for the tree on the main street to be moved had not yet been actioned.

Street lighting was being investigated.

He had attended the Zone Meeting in Gore and enjoyed the speaker Malcolm Alexander.

Vicky Munro

\$12k had been allocated to erect a fence around the playground in Otematata. A few local ladies had got together to drive the project, and would be putting in a written report, sourcing quotes, and discussing designs and colours.

She had attended the Zone Meeting in Gore, too. The speeches and hospitality were great; the attendance had been disappointing.

Great feedback was being receiving from Otematata and Omarama in response to the Masterplans.

Attendance at a meeting with the General Manager of Tourism Waitaki. A second meeting would be held later in September.

Mrs Munro also attended a budget meeting relating to stages 1 and 2 of the bike parks. It was understood that projects take time, and that a management fee might need to be paid. In response, the Mayor said that a project management fee would be built into the overall budget if Council was doing the whole project (eg as it had for the Palmerston bike park). The fee should normally be built in. The Chair advised that, in future, the Board would need to apply for funding to cover the cost of management fees if they were known to be part of a project.

Brent Cowles

Mr Cowles said he had been busy with events and other matters during the reporting period.

Tony Chapman

Mr Chapman acknowledged that he had been kept from attending the Masterplan workshops due to illness within his family.

Cr Craig Dawson

19 July Upper Waitaki Water Zone committee meeting. The main item of concern was the TLI reading for the Ahuriri Arm of Lake Benmore has risen to 2.9, which has shown that the chlorophyll level had risen while the nitrogen and phosphate levels remain steady.

A catchment group was formed among the ten runholders, which is now looking at ways to bring these levels to a more acceptable level.

30 July Council meeting, followed by Finance, Audit and Risk Meeting

31 July Workshop for Geopark validation case

1 August Executive Committee met with Board members of Whitestone Contracting. Another year of challenges, but the company is performing particularly well. Their main focus is on procuring more forward contracts.

6 August Workshop day, looking at issues surrounding Ohau Water Upgrade project. Hopefully the issue will be agreed upon before the second coming!

13 August District Plan Review workshop looking at heritage draft provisions and heritage design. Briefing from the Mackenzie Alignment Group, followed by a Workshop on Gallery and Museum stage 2 options, and a meeting of the Executive Committee.

15 August Meeting of the Omarama Co Response Trust. Looking at the future five years out and what equipment will be needed.

16 August CWMS meeting in Twizel.

19 August Executive Committee's CE performance review of survey.

24 and 25 August Masterplan days with Otematata and Omarama. Well attended, with some really good solutions to difficult traffic issues and what the town will look like 20 years from now.

- 27 August Workshop on the Community Housing Taskforce; Committees Meeting Day, and a workshop with Tourism Waitaki.
- 3 September Executive Committee meeting, Citizenship Ceremony and workshop on Ohau water supply issues.
- 5 September Waitaki Lakes and Shoreline Authority meeting. Great meeting, covered a number of pressing issues with all the relevant agencies.

Personal Message from Cr Craig Dawson: “This is my final Board meeting and, as such, I would like to pass on my thanks to the Board for their support and I wish the members who are standing next term all the best with their aspirations and a happy retirement to those who are not. Highlights for me included getting the information centres sorted out, and the visioning days completed and the outcomes encased in masterplans for Otematata and Omarama. I hope there will be an opportunity in the future for Kurow to develop a masterplan as well.”

Cr Dawson also thanked the Mayor and Councillors for supporting local projects and specifically in Omarama, including the \$40k for the tennis court. He also thanked his replacement – Ross Menzies – all the very best for his future with the Board. And, he thanked the Chief Executive and staff who he had enjoyed working with, and acknowledged that, while they cannot always give community boards everything they wanted when they want it, they still did a ‘sterling job’. He added: “I certainly would not want to do their job, and I thank them for their patience and forbearance.”

RESOLVED ACB 2019/052

Moved: Mr Calum Reid
Seconded: Mr Brent Cowles

That the Ahuriri Community Board receives and notes the information.

CARRIED

**5.7 AHURIRI COMMUNITY BOARD WORKSHOPS 2019 - FORWARD PLANNING
SCHEDULE**

The report, as circulated, provided the Ahuriri Community Board with the latest version of its Workshops Forward Planning Schedule, for confirmation / amendment as required at this meeting.

Board members shared the view that an official workshop in October would not be needed. The Mayor suggested that the new Board members meet informally after the Elections to come up with important topics to progress and decide what needed to be left until after the By-Election when the remaining Board member would be appointed.

There was brief discussion about lead managers, draft agenda processes, and reporting on actions taken under the masterplans. It was noted that these issues were being discussed by management, and more information would be provided in due course. The Governance Advisor also noted that community board members would be invited to key induction sessions.

RESOLVED ACB 2019/053

Moved: Mrs Vicky Munro

Seconded: Mr Brent Cowles

That the Ahuriri Community Board:

1. agrees not to hold an official workshop in October, due to the close proximity to the Local Elections;
2. requests that the Governance Advisor cancels the entry for such a workshop in all relevant calendars.

CARRIED

5.8 COUNCIL REPORTS TO COMMUNITY BOARDS

The memorandum, as circulated, was to bring Community Boards up to speed with matters considered by Council over the preceding period.

Mayor Gary Kircher took his report as read, and there was brief discussion about the excellent performance by Whitestone Contracting Limited and the Ohau water supply matter. He also encouraged Community Board Members to read his Mayor's report going to the Council Meeting the next day (it was in the agenda that had been circulated to them the previous week), and specifically to the part about the South Island Destination Management Plan. It was looking at tourism and aimed to use data to inform discussion about how to focus on destination management across the whole South Island. The idea is that regional tourism organisations (RTOs) work together (rather than compete with one another) to get tourists to spend more time in the South Island and as part of that, visit more places. It was a brave proposal, and it contained some good statistics on the business economy.

Cr Bill Kingan said he had followed with considerable interest the visioning and then masterplans for Otematata and Omarama, because other places in the district were also looking at doing something similar, including Kakanui and Palmerston. The meeting heard that locals in Omarama had suggested that the full plan should be on display in the town centre. Cr Kingan also referred to a comment that Mr Menzies had made about people wanting a lifestyle were now looking towards the Ahuriri Valley area as an alternative to Queenstown and Wanaka. That meant that more people would be coming here to live and build and there would be a need to be prepared for that.

Cr Kingan congratulated the Board members on the masterplans, and extended best wishes to those members who were retiring and good luck to those who were seeking re-election. He encouraged everyone to work together for the district.

As a final point, Cr Kingan highlighted that, following the Representation Review in 2018, the Corriedale Ward (where he was one of two Elected Members to Council) was losing Duntroon as it would be in the Ahuriri Ward instead. He acknowledged that that made sense, and asked "please look after each other".

There was additional discussion about the need for more promotion about what community boards did in their communities; and encouragement for the incoming board to take time to strategise at a higher level, and set the agenda for work in the community and push it forward.

Chief Executive Fergus Power explained that he had been on holiday for most of the reporting period and a Chief Executive's report had not been written for the 30 July Council Meeting. He commented that there was a lot going on within Council and no sign of anything slowing down in the near future. He also noted that there had been discussions with the Kurow Duntroon Irrigation Company about the pipe works in Kurow, and he was awaiting a report from the company in response.

RESOLVED ACB 2019/054

Moved: Cr Craig Dawson
Seconded: Mr Calum Reid

That the Ahuriri Community Board receives and notes the information.

CARRIED

Valedictory Speeches by Ahuriri Community Board Members who have decided not to seek Re-election

Chairman Graham Sullivan:

“As this is the last meeting of the Ahuriri Community Board for the triennium and the Chair is retiring, he made the following valedictory speech:

On my 12 years on the Ahuriri Community Board, I have seen some big changes in our Ward. A lot of this has been the hard-working achievement and dedication of all the Ahuriri Board members who have served during that time. They have always been a great team to work with, and I am very proud to how we have worked together. I am sure the Ahuriri Ward will continue to grow like it has in the last ten years.

I have worked closely with the Elected Members over the years, and in particular with the Ahuriri Ward Councillors Stuart Munro, June Slee and Craig Dawson. I have also worked with two Mayors – Alex FAMILTON and Gary Kircher; two Chief Executives – Michael Ross and Fergus Power; and all the staff throughout the years with whom I have had great rapport.

Two projects that I am particularly proud of being a part of are the Otematata Wetland Walking Track and our Lakes Camping which are now a great part of the Waitaki Valley.

It has been a great pleasure to work with the communities of Ohau, Omarama, Otematata and Kurow with their different projects over the years.

Lastly, I would like to thank the present Board for their help, dedication and work over the last six years. You have been a great team to work with, and I wish the new Board all the best for the next three years.”

Deputy Chair Calum Reid:

“I would like to take this opportunity to thank the Board members I have worked with over the last nine years. In this time, they have all supported the redevelopment of the Kurow town centre. This has meant that we now have an eye-catching main street – thank you.

I also want to thank the two Councillors who have been on the board during my time, for representing our issues and interests at the Council level, with good outcomes. Thank you also the Mayor, the Chief Executive and the Council staff we have dealt with over all of that time. It has always been a pleasure, with positive outcomes. The Board has been a big part of my life in the last nine years, and I would like to think that I leave with having accomplished something positive to enhance the lives of the residents in the Ahuriri Community Board catchment. I wish the new Board all the best for its work in the future.

Thank you.”

Board Member Tony Chapman:

“It seems like just the other day that someone approached me about being on the community board. I thought about it, and here we are, three years’ later – thanks, (Cr) Craig (Dawson). The support from Mayor Kircher and Councillors is great, and for the Mayor to turn up at the residents’ association meeting was very good – people appreciated that and think that you care, that you have not forgotten about the rural areas.

Community Boards are the eyes and ears on the ground for Council, especially with a such a big areas as the Ahuriri Ward – Duntroon to Ohau – and I hope they continue as they are a valuable tool for Council.

The Long Term Plan is a big project that needs to be done right, and it is good to see a big turnout of people at the meetings showing they care about what is happening in their community. All the best going forward for this.

Thank you, Graham, for your leadership and time that you have put into the Community Board. Your contribution has made my job easier and more enjoyable. All the best going forward to everyone.

Cheers”

Ahuriri Ward Councillor Craig Dawson:

“I included some final sign-off comments in my report to this meeting, but I am happy to add a few more words now. The place is in very good heart. I have enjoyed 10-11 years of involvement. Most of them have been very good, but there has been frustration at times and it is a reminder that you have to keep pushing to get thing through. But the results on the ground – playground, reticulation – they have been great. Board members may not be publicly thanked for it, but Board members know what they have done and how hard they have worked. I want to thank Tony for chairing the Residents’ Association group.

State of play now – our roads are good, our water systems are good, and there will always be a niggle or two. But to reflect – we have had good relationships with staff; there’s always good rapport, and that is a reflection of the professionalism of staff.”

Mayor Gary Kircher’s Response:

In response, Mayor Kircher thanked all retiring Community Board members for their contributions. He noted that the progress of community boards had been very impressive and members, despite being very busy people, had stepped up, got things happening and achieved some great outcomes. He thanked them for their dedication over time – whether it be one term, three or four – all were significant and all had helped the wider communities. He said all retiring members would leave very good legacies for your communities.

Final Word from the Chair:

As a final note, the Chair thanked the Governance Advisor for her support, assistance and advice to him as Board Chair and to the Board members generally and for her great work as the Board’s Secretary. Mr Reid added his thanks to Ms Hooper for “letting us get it right”.

6 MEETING CLOSE

There being no further business, the Chair declared the meeting closed, at 5.15pm.

TO BE CONFIRMED AND SIGNED by the Chair and Council's Chief Executive at the Council Meeting (additional) scheduled to be held on Tuesday 8 October 2019, being the final Council Meeting of the current triennium, in accordance with Clause 27.4 of the Waitaki District Council Standing Orders.

.....
Chairperson

.....
Date signed

.....
Chief Executive

.....
Date signed

**UNCONFIRMED MINUTES OF THE
WAIHEMO COMMUNITY BOARD MEETING
HELD AT THE WAIHEMO SERVICE CENTRE, PALMERSTON
ON MONDAY, 2 SEPTEMBER 2019 AT 6.30PM**

PRESENT: Mrs Kathy Dennison (Chair), Mrs Heather McGregor, Mr Paul Roy, Mrs Carol Watson, Mr Ken Brown, and Cr Jan Wheeler

IN ATTENDANCE: Mayor Gary Kircher
Paul Hope (Finance and Corporate Development Group Manager)
Ainslee Hooper (Governance and Policy Advisor)

The Chair declared the meeting open at 6.30pm and welcomed everyone present.

1 APOLOGIES

There were no apologies.

2 DECLARATIONS OF INTEREST

There were no declarations of interest.

3 PUBLIC FORUM

[There were no members of the public present to participate in a Public Forum.]

4 CONFIRMATION OF PREVIOUS MEETING MINUTES

4.1 CONFIRMATION OF PREVIOUS MINUTES

RESOLVED WCB 2019/034

Moved: Cr Jan Wheeler
Seconded: Mr Ken Brown

That the Waihemo Community Board confirms the minutes of its 1 July 2019 meeting, as circulated, as a true and correct record of that meeting.

CARRIED

4 DECISION REPORTS

**4.1 DISCRETIONARY FUNDING REQUEST - OTAGO FIELD DAYS CHARITABLE TRUST
- FOR OTAGO FIELD DAYS 2019**

The report, as circulated, included attached correspondence addressed to the Waihemo Community Board that required approval to spend discretionary funds.

Board members shared their views that this was a worthy event to continue to support. Mayor Gary Kircher added that the Otago Field Days had applied to Council as well, and – through the Executive Committee – had been awarded \$5,000 from the Economic Development Grant fund.

RESOLVED WCB 2019/035

Moved: Mr Ken Brown

Seconded: Mrs Heather McGregor

That the Waihemo Community Board agrees to provide funding of \$2,000 (exclusive of GST) to the Otago Field Days Charitable Trust to assist with the holding of the Otago Field Days on Friday 4 and Saturday 5 October 2019, to be payable from the Waihemo Community Board Discretionary Fund.

CARRIED

**4.2 DISCRETIONARY FUNDING REQUEST - PROJECT PALMERSTON - HANGING
BASKETS PROJECT**

The report, as circulated, included attached correspondence addressed to the Waihemo Community Board that requires approval to spend discretionary funds.

The Chair advised that this had been funded previously through the Ignite programme at the school, but local ladies were prepared to do it themselves this time. She noted that, if it is the will to have hanging baskets, then it will be for the incoming Board to discuss whether a permanent arrangement can be established.

Mayor Gary Kircher noted that, in Oamaru, there were permanent pipes attached to the verandahs of buildings in the main street from and baskets were hung from that; the watering system is set on a timer. Something similar could be investigated for Palmerston, if the incoming Board was interested.

RESOLVED WCB 2019/036

Moved: Cr Jan Wheeler

Seconded: Mrs Carol Watson

That the Waihemo Community Board agrees to provide funding of \$550 (exclusive of GST) to Project Palmerston to cover the costs of the hanging baskets project around the commercial area of Palmerston for the 2019-2020 season, to be payable from the Waihemo Community Board Discretionary Fund.

CARRIED

5 MEMORANDUM REPORTS

5.1 WAIHEMO COMMUNITY BOARD FINANCIAL UPDATE

The memorandum report, as circulated, provided Board members with an update on balances of separate rates accounts within the Waihemo Ward, as well as the balance of funds available for distribution to Waihemo Ward community projects.

Group Manager Paul Hope advised that, if the Board agenda had been able to be issued a week later, the balances for 30 June 2019 could have been included. The Finance team is working on the draft annual report, which will include all of the balances. He noted that most of the Board's balances were healthy and that would help facilitate positive decisions by the incoming Board on which community projects could be supported. There was also some concerning items relating to the operating deficit for Moeraki water and sewerage, which would be brought to the incoming Board in the new triennium with options for a solution over the longer-term.

There was a request to check on the balance of \$20k for the Hampden streetscape, given that the work was done last autumn.

ACTION: Group Manager Paul Hope, with the Finance team

The meeting was advised that the Hampden septic tank cleaning had had to be deferred until summer.

There was discussion about the Museum and the funding for it that was sitting in the accounts. In response to a question, Mr Hope advised that he believed the Museum would still need to submit an application to the Board for use of the funds, and to set up an accountability structure for related expenditure.

RESOLVED WCB 2019/037

Moved: Mr Paul Roy

Seconded: Mrs Carol Watson

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.

CARRIED

5.2 BUILDING CONSENTS ISSUED IN WAIHEMO WARD IN JUNE AND JULY 2019

The report, as circulated, provided Board members with a list of building consents issued in Waihemo Ward for the months of June and July 2019.

RESOLVED WCB 2019/038

Moved: Mrs Heather McGregor

Seconded: Mr Ken Brown

That the Waihemo Community Board receives and notes the information.

CARRIED

5.3 ASSETS UPDATE

The report, as circulated, updated Board members on issues, operations and projects managed by the Assets Group, occurring within the Waihemo Ward since the last Board meeting.

When asked about the frequency of the maintenance rounds, Mr Hope advised that the Assets team had taken heed of the lessons learned in South Dunedin in relation to the level of compaction and stormwater issues with flooding – that they needed to be maintained more regularly. The Assets team was putting considerable effort into a more rigorous maintenance programme as a result.

With regard to street lighting and the imminent upgrades to LEDs, the Chair advised that, once they were completed, the Board could look at other areas where more lighting might be needed around the town to make it safer.

Board members were keen to see something happen with regard to repairs to Goodwood Road.

The repair work to the Lighthouse Road culvert was well received.

RESOLVED WCB 2019/039

Moved: Mr Paul Roy

Seconded: Mrs Carol Watson

That the Waihemo Community Board receives and notes the information.

CARRIED

5.4 RECREATION UPDATE

The memorandum report, as circulated, updated the Waihemo Community Board on routine work, maintenance issues and progress on minor projects for the period 19 June to 21 August 2019.

Board members noted that the dump station was well underway; and that contractors should be starting soon at the Macraes Domain.

A request was made for an update on the timeframe for the Oamaru to Dunedin cycle way feasibility study.

ACTION: Group Manager Paul Hope – to pass on the request for action

There was discussion about the disposal field in Hampden. Mayor Kircher suggested that, if the right solution could be found, and it would leave enough room for the community hub, then that would be great for everyone. Costs were discussed, along with the suggestion of a survey to find out how much people would be prepared to pay. It was noted that there are different sets of rules for septic tanks, and those with greater areas of land could sub-divide and sell off part of the land to pay off their part of the loan to put the system in. Getting more users would also bring operational costs down. Board members supported the idea of a survey to get more information and data.

RESOLVED WCB 2019/040

Moved: Cr Jan Wheeler

Seconded: Mrs Heather McGregor

That the Waihemo Community Board receives and notes the information.

CARRIED

5.5 CHAIRPERSON'S REPORT

To receive the Chairperson's verbal report to this meeting of the Waihemo Community Board.

The Chair had had meetings with Transit.

The pedestrian crossings looked great with new paint.

She noted that her term as an Elected Member extended across 21 years, most recently as a Community Board Member and Chair and prior to that as an Elected Member to Council and appointed member of the Board by Council.

She had viewed the experience as an opportunity to learn new skills and to help people. She wanted to formally thank the communities she had represented. She also noted that she had worked with four Mayors and four Chief Executives during her time.

The Chair highlighted key achievements, including the town centre upgrades which had involved filling up a bus and then the Council Chamber in Oamaru with Waihemo residents to encourage Council to do it. There had also been adjustments to town boundaries and the new Health Centre was a great asset and much needed in the community. The recent achievement of the community board's 10 year plan was a big undertaking and would be a valuable tool for the boards of the future to guide their work for years to come.

The Chair extended her sincere thanks to Mayor Gary Kircher, all Councillors, the Chief Executive and all Council staff for their dedicated efforts and consideration in assisting and facilitating the work of the board and community.

She thanked the communities for bringing projects to the Board to help fund, and congratulated them for the events and activities that helped the community prosper. She also congratulated past boards for the work that they had done in previous years.

To the current Board members, the Chair acknowledged all of the great work they had done and their achievements, and thanked them for their support to her as Chair and fellow member. It has been a great team effort.

The Chair also thanked the Governance Advisor for her support, assistance and advice, and for the work she did as the official Board Secretary.

RESOLVED WCB 2019/041

Moved: Mrs Kathy Dennison

Seconded: Mrs Heather McGregor

That the Waihemo Community Board receives and notes the information.

CARRIED

5.6 COMMUNITY BOARD MEMBERS' AND COUNCILLOR'S REPORTS

Valedictory Speech by retiring Deputy Chair Ken Brown:

Mr Brown noted that he was 36 years old when he first became involved in local government. He had remained a member for the last 30 years, and was now the longest serving community board member in New Zealand. It had been a privilege to work with many community-minded people during that time. Everyone did not agree all of the time, he noted, but 'we usually got there in the end'. He remembered some very long meetings – one did not finish until 11.30pm – and the restrictions on meeting times kept those sorts of occasions at bay now.

Two of the most noticeable times for him were the Palmerston Town Centre development, which has been great for the town and was still bringing enjoyment for all. The second was the

establishment of the Waihemo Service Centre in the 1990s, which provided a one-stop shop for essential community services.

Mr Brown wished the incoming Board all the best, and noted that 'we will be watching'.

Heather McGregor:

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

8 & 18 July – I met with Larry Burns from BFW Innovations, along with representatives from the Puketapu Charitable Trust. Mr Burns has invented a pole-mounted solar-powered sensor that triggers when people walk across a pedestrian crossing, which alerts traffic with a flashing light. This invention has been trialled in Dunedin recently at a school pedestrian crossing.

10 July – Attended the Gateway to Gold AGM which the Trustees had made the decision to "wind" up and form a new Trust called the Puketapu Community Trust.

15 July – Civil Defence meeting with Ewan Graham who presented the draft Waihemo Response Plan to the Board.

16 July – Puketapu Radio AGM

28 July – Meeting with Peter Brown and Roy Johnston from NZTA.

31 July – Met with Jane Matchett and Kathy Dennison re the options of plantings in the town centre.

12 August – Meeting with Kathy Dennison, Gary Kircher and Taranaki Smith and Maria Barta.

19 August – Margaret Munro Tourism Waitaki workshop.

I would like to thank Ken Brown and Kathy Dennison for their contributions to the Community Board and Council. Ken has represented the Community Board for 30 years and Kathy 21 years as the Councillor for the Waihemo Ward and the last three years as board chair. The commitment you both have shown to the community and the Community Board is greatly appreciated.

Carol Watson

Attended informal Board meetings in July, and a Civil Defence meeting at the end of August.

Attending the meeting with Tourism Waitaki.

She had been busy with Hall Committee business, receiving a number of letters with different ideas from the community.

She had met with Logic to discuss changes to the Building Act relating to things to do at the Sports Hall.

Mrs Watson extended her thanks to Kathy and Ken for their dedication to the work of the Board and the Waihemo community and (for Kathy) the Council over the years.

Paul Roy

He has been working with the contractors trying to get a drainage scheme started at Macraes.

Attended various meetings.

Cr Jan Wheeler

- 2 July Committee Meetings Day, Workshop on Parks Service Levels
- 3 July Hampden Library Upgrade Work
- 4 July Thames Street Businesses Meeting, Improvements workshop
- 10 July Meeting of Hampden energy group for Hampden Community and School Garden Plan
- 15 July Waihemo Community Board workshop – Puketapu Track
- 23 July Council workshops
- 25 July Oamaru Harbour options public meeting
- 30 July Council and FAR Committee Meeting; workshop
- 31 July Geopark Validation Case workshop

- 6 August Council workshops – Ohau Water Scheme Upgrade
- 7 August Palmerston Community Board Civil Defence workshop
- 13 August Council Workshops – District Plan Heritage Provisions and Design, Mackenzie Alignment Steering Committee briefing; Forrester Gallery and Museum Stage 2
- 20 August Geopark validation case workshop; IT training for Elected Members
- 27 August Committees Meeting Day; and Council workshops – Housing Taskforce; Tourism Waitaki Contract

Special thanks to Kathy Dennison and Ken Brown for their combined 57 years of Council Service to the Waihemo Community. This has been a sterling effort from you both. Thank you for your dedication to our community and the many projects you have progressed.

RESOLVED WCB 2019/042

Moved: Cr Jan Wheeler

Seconded: Mr Paul Roy

That the Waihemo Community Board receives and notes the information.

CARRIED

5.7 WAIHEMO COMMUNITY BOARD WORKSHOPS 2019 - FORWARD PLANNING SCHEDULE

It was noted that the official workshop scheduled for 5 August 2019 was cancelled by the Board. There was an informal meeting instead, and a discussion with the General Manager of Tourism Waitaki.

There was a request for “Water” to be added to the workshop list, and to request an update on the Moeraki wastewater project.

ACTION: Governance Advisor – to update the list and advise officers

The Governance Advisor noted that the Inaugural Waihemo Community Board meeting was tentatively scheduled for 4 November, but they may have to be changed to accommodate any priority induction activities for newly elected members, including community board members.

RESOLVED WCB 2019/043

Moved: Mrs Kathy Dennison

Seconded: Mrs Heather McGregor

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

CARRIED

5.8 COUNCIL REPORTS TO COMMUNITY BOARDS

The Council reports, as circulated, provided information to bring Community Boards up to speed with matters considered by Council over the preceding period.

RESOLVED WCB 2019/044

Moved: Mrs Heather McGregor

Seconded: Mrs Carol Watson

That the Waihemo Community Board receives and notes the information.

CARRIED

6 MEETING CLOSE

There being no further business, the Chair declared the meeting closed, at 7.25pm.

TO BE CONFIRMED AND SIGNED by the Chair and Council's Chief Executive at the Council Meeting (additional) scheduled to be held on Tuesday 8 October 2019, being the final Council Meeting of the current triennium, in accordance with Clause 27.4 of the Waitaki District Council Standing Orders.

.....
Chairperson

.....
Date signed

.....
Chief Executive

.....
Date signed

**UNCONFIRMED MINUTES OF ASSETS COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, THIRD FLOOR, OFFICE OF THE WAITAKI DISTRICT
COUNCIL , 20 THAMES STREET, OAMARU
ON TUESDAY, 27 AUGUST 2019 AT 11.34AM**

PRESENT: Cr Bill Kingan (Chair), Cr Guy Percival (Deputy Chair), Cr Jeremy Holding,
Cr Hugh Perkins, Deputy Mayor Melanie Tavendale, and
Mayor Gary Kircher (ex officio) (from 11.51am)

IN ATTENDANCE: Cr Craig Dawson
Cr Jim Hopkins
Cr Colin Wollstein
Cr Jan Wheeler
Fergus Power (Chief Executive)
Neil Jorgensen (Assets Group Manager / Deputy Chief Executive)
Paul Hope (Finance and Corporate Development Group Manager)
Lichelle Guyan (Heritage, Environment and Regulatory Group Manager)
Bill Chou (Information Services Group Manager)
Ainslee Hooper (Governance and Policy Advisor)

**IN ATTENDANCE
FOR SPECIFIC AGENDA ITEMS:**

Erik van der Spek (Recreation Manager)
Lindsay Hyde (Parks Officer)
Lisa Scott (Communications Specialist)

The Chair declared the meeting open at 11.34am and welcomed everyone present.

1 APOLOGIES

RESOLVED AC 2019/050

Moved: Cr Jeremy Holding

Seconded: Deputy Mayor Melanie Tavendale

That the Assets Committee accept an apology for lateness from Mayor Gary Kircher.

CARRIED

2 DECLARATIONS OF INTEREST

There were no declarations of interest at this time in the meeting. However, at the relevant time later in the meeting, Mayor Gary Kircher declared an interest in Agenda Item 4.2 and did not participate in the discussion on or the decision for that agenda item.

3 CONFIRMATION OF PREVIOUS MEETING MINUTES

3.1 CONFIRMATION OF MINUTES

RESOLVED AC 2019/051

Moved: Deputy Mayor Melanie Tavendale

Seconded: Cr Jeremy Holding

That the Assets Committee confirms the public minutes of its previous meeting held on 2 July 2019, as circulated with a few grammatical changes, as a true and correct record of that meeting.

CARRIED

4 DECISION REPORTS

4.1 PARKS MAINTENANCE CONTRACT

The report, as circulated, proposed that Council tender recreation maintenance services. An assessment of delivery options against seven criteria has determined that open tendering of recreation maintenance is the preferred option.

Group Manager Neil Jorgensen and Recreation Manager Erik van der Spek spoke to the report and responded to questions.

Regarding the auditing of contractor performance, it was noted that a variation of contract would be issued if levels of service in the contract needed to be changed. That was different, however, from performance management, which was about not delivering to the contract specifications. Mechanisms in the contract were sufficient to deal with performance management matters. If a CRM is received about the work of a contractor, then Council officers first talk to the contractors themselves.

The question was raised whether Councillors would again be involved in the tender assessment process for this contract, as they had been on previous occasions. In response, it was noted that at least one Councillor would be involved, as an "observer".

With regard to the financial discussion in the report, it was clarified that the saving of \$500k was a comparison with a previous figure.

RESOLVED AC 2019/052

Moved: Deputy Mayor Melanie Tavendale

Seconded: Cr Hugh Perkins

That the Assets Committee recommends:

That Council approves a competitive open procurement process for the Parks Maintenance Contract up to a value between \$1.9 to \$2.2 million per annum, for a contract of three years with two rights of renewal of two years each for a potential contract term of seven years.

CARRIED

The Chair adjourned the meeting, at 11.47am.

Presentation by Intern Taylor Reichert:

Taylor advised that she was studying environmental studies at the University of Oregon, with a focus on environmental racism. Her internship at Council was a short one – ten weeks in total – during which she had assisted the planning team with the district plan review, and contributed to research on heritage, biodiversity, geodiversity and indigenous culture.

Taylor shared her initial perceptions of New Zealand, including the ‘crazy accents’, the wonderful office family; sheep; and the beautiful landscapes. She had found the culture in the office to be comforting, and enjoyed feeling respected and appreciated when speaking to superiors.

Taylor said she would be taking a piece of Waitaki with her, in the form of experience in a professional work environment, a “Masters in Sharepoint and Excel; working with a local government; developing a district plan (and especially the tangata whenua chapter which would be an important part of her education to take back home; and the experience of the OceanaGold hearing, which had been a good introduction to local government politics.

[Mayor Gary Kircher joined the meeting, at 11.51am.]

Taylor said her “What next?” would be to enter the non-profit world, preferably in sustainable agriculture and clean water systems in developing regions; that might include working with the Peace Corps. She was also thinking of consulting, to facilitate cultural respect for sustainable engineering to promote a win-win relationship amongst local and environmental preservation. She was also very keen to expand her knowledge of cultural competence.

Taylor explained the concept of ‘environmental racism’ as the ‘social side of environmental hazards and tragedy. She felt that minorities were not getting a voice in environmental sustainability. They were causing the least amount of impact, but they were being drawn to places that are exhibiting the least amount of sustainability. In the developed world, people were used to implementing ‘whatever they wanted’, but there was a need for more respect for how those in undeveloped countries were in their situations and how they got there. She referred to this as “the cycle of geographic racism”.

Mayor Gary Kircher thanked Taylor for her presentation, and presented her with a Certificate of Completion for her internship.

Group Manager Paul Hope presented Taylor with a small token of Council’s appreciation for her contribution to the work of Council.

The Chair adjourned the meeting for lunch at 12.02pm.

At 12.30pm, the Chair welcomed those present to a public session where the Lake Ohau water situation will be discussed. He advised that the session would be no longer than 30 minutes, and then invited Mr Phil Driver to make his presentation.

Mr Phil Driver said he was presenting on behalf of the Lake Ohau and Alpine Village Residents’ Association. He tabled a document and then presented it verbally.

Elected Members asked questions of Mr Driver about the costs of his proposal and whether it was compliant with water schemes; demand and supply issues; the source of water for Lake Ohau; McKinnon Reserve as a potential site for the bores; and the percentage of local homeowners that the Association represented. There was also brief discussion about whether a cheaper option than that presented in the officer and consultant’s reports which avoided the need to run the pumps and spread the cost over a wider area within the Waitaki district. Mr Driver advised that the Association would be prepared to look at such an option, because it was their view that the ones on the table at the moment were unattractive.

The Chair thanked Mr Driver and those accompanying him for coming along to share their views. He noted that the ball was now in Council's court, and the meeting would be formally opened shortly to discuss the agenda reports on this topic. He also highlighted that today's discussions were a stage in the process only, with the Assets Committee being asked to make recommendations only, after which the information would need to go to a future Council Meeting for a final decision.

Mr Driver thanked the Chair and Elected Members for inviting him and his colleagues to present to the meeting.

After a short break, the Chair declared the meeting officially open at 1.11pm, and directed the discussion straight to Agenda Item 4.4.

4.4 LAKE OHAU WATER SUPPLY UPGRADE

The report, as circulated, sought the Assets Committee's recommendations to Council on agreed service levels for, and to enable the progression of, the Lake Ohau Alpine Village Water Supply upgrade to meet the requirements of the Health Act and its amendments. The officer's report also advised that it should be read in conjunction with the attached consultant's Lake Ohau Water Supply Upgrade report.

The Chair reminded the meeting that the Lake Ohau people had put forward their views on this matter, and there were also different recommendations in the two reports for this agenda item. Consequently, there were options to consider, and it is up to the Committee to work through what they may be and then to make recommendations to Council for a further discussion and decision.

Group Manager Neil Jorgensen, Water Services and Waste Manager Martin Pacey, and Project Management Engineer Michael Goldingham spoke to the report and responded to questions.

It was acknowledged that there are different assumptions and expectations amongst the various parties involved in this matter. Something did need to be done to the water supply in Lake Ohau in order for it to meet Drinking Water Standards and requirements under the Health Act. Key discussion points were the bore installation location; financial issue; the quantity of water to be extracted; where to draw the water from and flow rates; and the aspects of the on-demand supply arrangement (take the water, treat it, store it, and distribute it from tanks).

Several Elected Members expressed a reluctance to make a decision on the report at this meeting, believing that more time was needed to work through the additional information that had been received. Some felt a finite timeframe was required – by referring it to the next Committee Meeting scheduled to be held on 8 October – because, if district-wide funding was to be required, then the matter had to be dealt with. Some concern was raised that it would be unfair to impose the decision on the new Council, and an extraordinary meeting should be called to focus on the matter before the end of September.

MOTION

Moved: Deputy Mayor Melanie Tavendale

Seconded: Mayor Gary Kircher

That the Assets Committee agrees to leave this matter lying on the table, and that an Extraordinary Council Meeting be called before the end of September to deal with this matter specifically.

Discussion on the motion:

Group Manager Neil Jorgensen suggested the matter be referred to the Council Meeting scheduled for Tuesday 24 September 2019, instead of convening an extraordinary one. The Governance Advisor confirmed that the Council Meeting on 24 September 2019 was an additional one, and therefore it could accommodate this matter in the agenda for it.

The Mover and Seconder accepted this suggestion, and the motion was amended accordingly.

RESOLVED AC 2019/053

Moved: Deputy Mayor Melanie Tavendale

Seconded: Mayor Gary Kircher

That the Assets Committee agrees to leave this matter lying on the table, and that it be added to the agenda for the additional Council Meeting to be held on Tuesday 24 September 2019.

CARRIED

There was a request for a workshop to be held for discussion on this matter ahead of the Council Meeting on 24 September 2019.

ACTION: Assets Group Manager, with the Governance Advisor

The Chair then directed the meeting back to Agenda Item 4.2.

4.2 RETIREMENT VILLAGE RESERVES - LEVEL OF SERVICE

The report, as circulated, proposed that the Assets Committee reviews the request from the retirement village and determines what service levels Council would maintain on the adjacent reserves.

Mayor Gary Kircher declared an interest in Agenda Item 4.2, and did not participate in the discussion and abstained from voting.

Initial discussion focused on the trees and specifically that five very large gum trees would be removed and replaced by 13 other tree specimens (about 1.5 metres tall rather than mature ones). Many of the new trees would be a different species of gum that do not grow as high. It was noted that the Village trustees are paying for the removal of the trees and the replanting.

In response to a question, it was clarified that the reserve is Crown land, but it is vested in Council and therefore Council has a responsibility to maintain it so the gorse has been sprayed.

RESOLVED AC 2019/054

Moved: Cr Bill Kingan

Seconded: Cr Hugh Perkins

That the Assets Committee recommends:

That Council allows the Observatory Retirement Village to remove trees and landscape the reserve to the west of the retirement village (Area 2) with Council to maintain the verge in front of the retirement village entrance and the reserve around the observatory to the north of the retirement village (Area 1) to Neighbourhood reserve standards.

The Vote by Voice was UNCLEAR.
The Chair requested a Show of Hands,
and advised that there were three for the motion, and two against.

CARRIED

ABSTENTION: MAYOR GARY KIRCHER

4.3 CAMPBELL'S BAY AND MOERAKI TOILET LOCATIONS

The report, as circulated, proposed that the Assets Committee considers community feedback and recommends preferred sites to Council.

Recreation Manager Erik van der Spek explained that the recommended site had been chosen because most people access the area from the carpark, and it had been discussed with the community who supported the preferred option. Costs were also briefly discussed.

RESOLVED AC 2019/055

Moved: Deputy Mayor Melanie Tavendale

Seconded: Cr Jeremy Holding

That the Assets Committee recommends:

That Council:

1. Approves the existing site as the location for replacement toilet and shower facilities at Campbell's Bay.
2. Approves a new site by the carpark at Moeraki Beach Reserve as the location for a replacement toilet facility in Moeraki.

CARRIED

4.5 SALE OF ENDOWMENT LAND

The report, as circulated, proposed that the Assets Committee recommends that Council considers the sale of the fee simple estate in Oamaru Endowment land at 31 Test Street, Oamaru to the current lessee.

Property Manager Renee Julius introduced the report. There was no subsequent discussion on its contents.

RESOLVED AC 2019/056

Moved: Mayor Gary Kircher

Seconded: Deputy Mayor Melanie Tavendale

That the Assets Committee recommends:

That Council approves the sale of the fee simple estate in Oamaru Endowment (residential) land at 31 Test Street, Oamaru (Lot 1 DP12820 Block XIII Town of Oamaru) to the current lessee, subject to financial criteria being met.

CARRIED

The Chair adjourned the meeting for a short break, before reconvening it and directing discussion to Agenda Item 5.1.

5 MEMORANDUM REPORTS

5.1 ASSETS GROUP ACTIVITY REPORT

The group activity report, as circulated, informed the Assets Committee about strategic matters and outcomes.

Assets Group Manager Neil Jorgensen addressed the meeting, and introduced new Roding Manager Mike Harrison. Mr Harrison spoke briefly about his career background and his appreciation of the warm welcome he had received since starting at Waitaki District Council. The Chair welcomed Mr Harrison to the team.

Discussion on the report focused on water treatments, standards and water safety plans; roading maintenance and the impact of limited resources across the industry; bridge inspections; the Coastal Road Strategy and road slippage; and safety audits. Regarding the last, it was noted that no work could be done on the section of TY Duncan road where the fatal crash had occurred in June because that intersection was going through a Coroner's review. Mr Harrison said that the Police had visited the site again recently and he continued to be in discussion with them about what could be done. He suggested there were some sensible measures that could be put in place straight away whilst waiting for the Coroner's accident report.

RESOLVED AC 2019/057

Moved: Mayor Gary Kircher

Seconded: Deputy Mayor Melanie Tavendale

That the Assets Committee agrees that safety measures, such as chevrons and T intersection warnings, can be installed at TY Duncan Road and Shortland Road in advance of the accident report.

CARRIED

Mayor Kircher advised that Ngai Tahu representatives at the recent Te Roopu Taiao meeting had thanked Council staff for the work that had been done on Lighthouse Road. He added his acknowledgement and thanks for the work of the Roding team.

Regarding the report's Property section, there was discussion on the need to stop dredging after 30 August; and variations to the consent for the breakwater.

Regarding the report's Recreation section, there was acknowledgement of the work being done on cemetery signs and on the Palmerston walkway; and discussion on the difference between the tender offer and the engineering estimate.

RESOLVED AC 2019/058

Moved: Deputy Mayor Melanie Tavendale

Seconded: Cr Jeremy Holding

That the Assets Committee receives and notes the information.

CARRIED

6 RESOLUTION TO EXCLUDE THE PUBLIC

RESOLVED AC 2019/059

Moved: Mayor Gary Kircher

Seconded: Cr Hugh Perkins

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
7.1 - Sale of Endowment Land PE	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
7.2 - Request to Purchase Leasehold Land	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
7.3 - Improvements to Airport Houses	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)(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	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

CARRIED

7 PUBLIC EXCLUDED SECTION

The public excluded minutes apply to this section.

8 RESOLUTION TO RETURN TO THE PUBLIC MEETING

RESOLVED AC 2019/064

Moved: Deputy Mayor Melanie Tavendale
Seconded: Cr Jeremy Holding

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

CARRIED

9 RELEASE OF PUBLIC EXCLUDED INFORMATION

In accordance with Waitaki District Council Standing Orders 2016 to 2019, Clause 17.5, and pursuant to Resolution AC 2019/063 of this meeting, the Committee decided not to release any of the public excluded information brought to this meeting or discussed during the public excluded session.

10 MEETING CLOSE

There being no further business, the Chair declared the meeting closed, at 12.32pm.

TO BE CONFIRMED AND SIGNED by the Chair and Council's Chief Executive at the Council Meeting (additional) scheduled to be held on Tuesday 8 October 2019, being the final Council Meeting of the current triennium, in accordance with Clause 27.4 of the Waitaki District Council Standing Orders.

.....
Chairperson

.....
Date signed

.....
Chief Executive

.....
Date signed

**UNCONFIRMED MINUTES OF
HERITAGE, ENVIRONMENT AND REGULATORY COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, THIRD FLOOR,
OFFICE OF THE WAITAKI DISTRICT COUNCIL, 20 THAMES STREET, OAMARU
ON TUESDAY, 27 AUGUST 2019 AT 9.30AM**

PRESENT: Cr Hugh Perkins (Chair), Cr Bill Kingan, Cr Craig Dawson,
and Mayor Gary Kircher

APOLOGY: Cr Jim Hopkins

IN ATTENDANCE: Cr Colin Wollstein
Cr Jan Wheeler
Deputy Mayor Melanie Tavendale
Cr Guy Percival
Cr Jeremy Holding
Fergus Power (Chief Executive)
Neil Jorgensen (Assets Group Manager / Deputy Chief Executive)
Paul Hope (Finance and Corporate Development Group Manager)
Lichelle Guyan (Heritage, Environment and Regulatory Group Manager)
Bill Chou (Information Systems Group Manager)
Ainslee Hooper (Governance and Policy Advisor)

In attendance

for specific agenda items:

Roger Cook (Building Services Manager)
Carolyn van Zyl (Acting Environmental Services Manager)
Tristan Hope (Enforcement Officer)

1 APOLOGIES

RESOLVED HERC 2019/041

Moved: Cr Craig Dawson
Seconded: Mayor Gary Kircher

That the Heritage, Environment and Regulatory Committee accepts an apology for absence from Cr Jim Hopkins.

CARRIED

2 DECLARATIONS OF INTEREST

There were no declarations of interest.

3 CONFIRMATION OF PREVIOUS MEETING MINUTES

3.1 CONFIRMATION OF MINUTES

RESOLVED HERC 2019/042

Moved: Cr Bill Kingan
Seconded: Cr Craig Dawson

That the Heritage, Environment and Regulatory Committee confirms the public minutes of its previous meeting held on 2 July 2019, as circulated, as a true and correct record of that meeting.

CARRIED

4 DECISION REPORTS

4.1 RED-BILLED GULLS

The report, as circulated, proposed that the Heritage, Environment and Regulatory Committee recommends to Council that further work is completed to assess costs of establishing a natural environment for the gulls to nest.

Group Manager Lichelle Guyan advised that, after a meeting earlier in the day, she wanted to amend the report's recommendation. She said that no birds would be landing on Countdown next week. Drones had provided evidence that they were moving nesting materials, and – if they formed a nest – then DOC would not issue a permit. It was prudent now to establish a temporary site to try and eliminate a nesting site in town whilst still being able to investigate other sites.

Projects and Assets Officer Toby Armour explained that the drones had been flying over buildings that were an issue the previous year and had found the birds were setting themselves up to nest. If some building owners removed the nesting materials from their sites, it was likely that the birds would just go to another one.

A temporary site above the Penguin Colony had been identified. It had disused mountain bike trails and was steep. The intent was to clear gorse from that area and spray a whitewash which attracted the birds. This work could be covered within existing budgets. There was a DOC track in the wider area, but it was a fair distance from the proposed temporary site for the gulls.

It was acknowledged that this type of proposal had not been used elsewhere to lure birds away from the centre of towns. However, it was noted that, if nothing was done, then the birds will nest in the centre of town, based on the nesting material movements already captured by the drones.

There were concerns expressed about whether the temporary site proposal was a waste of money, since it was unproven; and about whether there needed to be a fence around the site to keep people out. Responding to the latter, it was suggested that the gorse would effectively provide a perimeter, and that it was not a heavily used area anyway, with no walking tracks that might require fencing off.

There was further discussion around the need for signage about not feeding the wildlife (DOC was working on that, and the signs would carry both the DOC and Council logos).

The meeting was reminded that the predator issue is apparently a very real one, and there was a need for Elected Members to take the specialist advice of Dr Agnew on that matter. It was suggested that the Penguin Colony could take this on as a project – since it was about scientific research and protection – and they would presumably be heavily involved in it anyway. Tourism income may also be able to help pay for it.

The Chair added that the problem was not unique to Waitaki. He believed that the proposal for a temporary site was very constructive, and the Cape area selected was available.

It was then suggested, given the tight timeline and the need to progress this work as soon as possible, that the Committee make the decision rather than recommend it to Council which would delay implementation for another three weeks.

Mayor Gary Kircher said he believed it would be procedurally wrong for a Committee to believe it had the delegated power to make such a decision. In response, Cr Craig Dawson acknowledged the Mayor's point about procedure, but also argued that there was a majority of Councillors in the room at this meeting, and there was no reason to think that the vote would be any different if it went to the 10 September Council Meeting. The Chair agreed, noting that timing was critical on

this matter and there was no new budget expenditure that would require a recommendation to the full Council. The Mayor reiterated his viewpoint that a decision by Committee on this matter was short-circuiting the decision-making process of Council.

The Chair thanked the Mayor for his comments and then ruled that he would be putting the amended motion to the meeting.

RESOLVED HERC 2019/043

Moved: Cr Craig Dawson
Seconded: Cr Bill Kingan

That the Heritage, Environment and Regulatory Committee grants approval to the working group to establish a temporary site immediately and then continues to explore options to establish a natural red-billed gulls nesting site.

CARRIED

4.2 APPROVAL OF DOG CONTROL S10A REPORT 2019

The report, as circulated, proposed that the Heritage, Environment and Regulatory Committee recommend to Council that it adopt the report and request that officers advertise its availability on Council's website in accordance with requirements in the Dog Control Act 1996.

Group Manager Lichelle Guyan and Enforcement Officer Tristan Hope spoke to the report and responded to questions. It was clarified that there was no fee for a companion dog; that a "selected dog owner" was one who had not had a complaint for over two years, had a fully fenced property, and was able to demonstrate compliance with a number of criteria; and that wandering dogs were not breed-specific and could incur an infringement notice of \$200.

There a request to add companion dogs to future reports.

ACTION: Group Manager Lichelle Guyan

RESOLVED HERC 2019/044

Moved: Cr Craig Dawson
Seconded: Cr Bill Kingan

That the Heritage, Environment and Regulatory Committee recommends:

That Council:

1. Adopts the report as required under section 10A of the Dog Control Act 1996.
2. Makes the report available via its website and places advertisements in appropriate newspapers to confirm the report is available.
3. Notes that, once adopted, the report is sent to the Secretary for Local Government.

CARRIED

4.3 SAFER WAITAKI STRATEGY

The report, as circulated, sought the Committee's recommendation that Council endorses the Safer Waitaki Community Safety Strategy.

Group Manager Lichelle Guyan and Community Development Coordinator Helen Algar QSM spoke to the report and responded to questions.

The meeting heard that the goals in the Strategy were international and the Government had signed up to them; Safer Waitaki had linked its goals to them.

The strategy is targeting all of the district, as Safer Waitaki connects with the whole population. Employers, industry groups, a family harm group, groups for mental health and addictions and others were all involved. As of November 2018, 144 groups and organisations across every aspect of the community had that connection.

It was noted that family violence call outs had increased. This was believed to be the result of more promotion around these events happening, which encouraged more reporting of them.

Mrs Algar acknowledged that some of the national strategic outcomes had been omitted from the Safer Waitaki strategy because the organisation could not do everything, and it needed to be realistic about what was relevant in the district's communities.

RESOLVED HERC 2019/045

Moved: Cr Bill Kingan

Seconded: Mayor Gary Kircher

That the Heritage, Environment and Regulatory Committee recommends:

That Council endorses the Safer Waitaki Community Safety Strategy 2019 – 2024.

CARRIED

5 MEMORANDUM REPORTS

5.1 DISTRICT LICENSING COMMITTEE ACTIVITY REPORT (JANUARY – JUNE 2019)

The memorandum report, as circulated, informed the Committee about the activities of the District Licensing Committee (DLC) for the period 1 January to 30 June 2019. The report will be provided six-monthly.

Group Manager Lichelle Guyan and Acting Environmental Services Manager Carolyn van Zyl spoke to the report and responded to questions. The meeting heard that this year had had the highest level of activity compared to the previous five years; and that following the resignation of Cr Peter Garvan (who had been the District Licensing Committee Chair) in early August, the Deputy Chair had been involved in the decision-making.

RESOLVED HERC 2019/046

Moved: Cr Bill Kingan

Seconded: Cr Craig Dawson

That the Heritage, Environment and Regulatory Committee receives and notes the information.

CARRIED

5.2 HERITAGE, ENVIRONMENT AND REGULATORY GROUP ACTIVITY REPORT JULY 2019

The group activity report, as circulated, informed the Committee about the strategies, planning and activities of the Heritage, Environment and Regulatory Group.

Group Manager Lichelle Guyan spoke to the report and responded to questions. She highlighted that the previous period had been a challenging one, with unexpected absences, a lot of vacancies, and a reasonable amount of work. She believed that her team had done an outstanding job handling the workload in those circumstances. Attempts to fill vacancies were continuing.

Discussion focused on solid fuel heaters; technical qualifications required by Building Control Agencies (BCA); and the successful BCA audit.

On community development, congratulations were extended to the community development team for the “excellent” organisation and delivery of, and attendance at, the recent Family Harm Conference. Feedback had been overwhelmingly positive, and it would make a difference in many ways.

RESOLVED HERC 2019/047

Moved: Cr Craig Dawson

Seconded: Cr Bill Kingan

That the Heritage, Environment and Regulatory Committee receives and notes the information.

CARRIED

The Chair declared the meeting adjourned for morning tea, at 10.37am.

PUBLIC EXCLUDED SESSION DEFERRED

Due to the longer time required in the Public Excluded session for other Committee Meetings in the afternoon of 27 August 2019, there was no opportunity to reconvene the Heritage, Environment and Regulatory Committee Meeting to confirm the public excluded minutes of the previous meeting.

Accordingly, those public excluded minutes (of the 2 July 2019 Heritage, Environment and Regulatory Committee) were deferred to the final Council Meeting of the triennium – the Additional Council Meeting on 8 October 2019 – for confirmation by the Chair and Chief Executive pursuant to Clause 27.4 of the Waitaki District Council Standing Orders.

(continued next page)

6 MEETING CLOSE

There being no further business, the meeting was closed at 10.38am.

TO BE CONFIRMED AND SIGNED by the Chair and Council's Chief Executive at the Council Meeting (additional) scheduled to be held on Tuesday 8 October 2019, being the final Council Meeting of the current triennium, in accordance with Clause 27.4 of the Waitaki District Council Standing Orders.

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Chairperson

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Date signed

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Chief Executive

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Date signed

**UNCONFIRMED MINUTES OF
THE COMMUNITY AND CULTURE COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, THIRD FLOOR,
OFFICE OF THE WAITAKI DISTRICT COUNCIL, 20 THAMES STREET, OAMARU
ON TUESDAY, 27 AUGUST 2019 AT 10.50AM**

PRESENT: Deputy Mayor Melanie Tavendale (Chair), Cr Colin Wollstein, Cr Jan Wheeler, Cr Jeremy Holding, Cr Guy Percival (from 10.56am), and Mayor Gary Kircher (ex officio) (from 11.13am)

IN ATTENDANCE: Cr Craig Dawson
Cr Bill Kingan
Cr Hugh Perkins
Fergus Power (Chief Executive)
Neil Jorgensen (Assets Group Manager / Deputy Chief Executive)
Lisa Baillie (People and Culture Group Manager)
Paul Hope (Finance and Corporate Development Group Manager)
Bill Chou (Information Systems Group Manager)
Lichelle Guyan (Heritage, Environment and Regulatory Group Manager)
Ainslee Hooper (Governance and Policy Advisor)

IN ATTENDANCE FOR SPECIFIC AGENDA ITEMS:

Jane Macknight (Museum, Gallery and Archives Director)
Grant Rhodes (Projects and Assets Officer)
Philip van Zyl (Libraries Manager)
Pam Hicks (Office Manager)

The Chair declared the meeting open at 10.51am and welcomed everyone present. Cr Guy Percival and Mayor Gary Kircher were not present at the start of the meeting.

Presentation on the Fresh Air Project (Otago / Southland)

The Chair advised that she had agreed to a presentation on the Fresh Air Project (Otago and Southland) being held at this meeting. She invited Komal Suratmaia (Southern District Health Board) and Sophie Carty (Cancer Society) to make the presentation.

Cr Guy Percival joined the meeting at 10.56am.

A video was played, and a handout on the Fresh Air Project distributed. Ms Carty then spoke about the partnership model with other councils relating to smoke-free outdoor dining policies, which were the focus of the handouts. She expressed interest in talking with Waitaki District Council representatives about a specific smoke-free policy for the Waitaki district. Ms Carty noted that Hanmer Springs was the first town centre to become smoke- and vape-free. Regarding policies, she said that Auckland's smoke-free outdoor policy was particularly comprehensive, and there were many other similar resources that she had available to share upon request.

The aim of the Fresh Air project was to introduce smoke-free requirements for Council-leased outdoor dining premises. Some Councils had offered permit waivers for those choosing to go 100% smoke-free with outdoor dining. Councils were being encouraged to implement a Smoke-free Policy and Action Plan in order to contribute to the "Smoke-free New Zealand 2025" initiative, which included a timeline for implementing smoke-free public spaces.

In response to questions, Ms Carty clarified that:

- policies designed around smokers were different to the Fresh Air project, which was focused on getting councils to beautifying outdoor areas;
- the Hanmer Springs policy does not involve policing; for smaller towns, it can be about getting businesses to agree together.
- Vaping is more about the experience, because some do not have a lot of smoke. The Cancer Society supports vaping as a successful cessation tool for smokers.

The Chair thanked Ms Carty and Ms Suratmaia for presenting to the Committee and said that members would work on getting this matter into the workshop programme or onto a meeting agenda at an early opportunity.

1 APOLOGIES

RESOLVED CC 2019/013

Moved: Cr Jeremy Holding

Seconded: Cr Colin Wollstein

That the Community and Culture Committee accepts apologies for lateness from Cr Guy Percival and Mayor Gary Kircher.

CARRIED

2 DECLARATIONS OF INTEREST

There were no declarations of interest.

3 CONFIRMATION OF PREVIOUS MEETING MINUTES

3.1 CONFIRMATION OF MINUTES

RESOLVED CC 2019/014

Moved: Cr Colin Wollstein

Seconded: Cr Jeremy Holding

That the Community and Culture Committee confirms the public minutes of its previous meeting held on 2 July 2019, as circulated, as a true and correct record of the meeting.

CARRIED

4 MEMORANDUM REPORTS

4.1 FORRESTER GALLERY AND NORTH OTAGO MUSEUM STAGE 1 BUDGET UPDATE

The report, as circulated, provided an update on expenditure to date following remediation and agreed capital works at the Forrester Gallery; the capital and deferred maintenance works at the North Otago Museum; and the development of the four identified themes for the proposed display and fit-out associated with the reopening plan for the North Otago Museum.

Group Manager Lisa Baillie introduced the report. Museum, Gallery and Archives Director Jane Macknight and Projects and Assets Officer Grant Rhodes were also present, and together with Mrs Baillie, all responded to questions.

The discussion clarified the points summarised below.

The completion of capital works in the Forrester Gallery basement would need to happen first before collections can be removed and mould investigations there can occur.

Approval from Heritage New Zealand had now been received for work on the fire upgrade, HVAC and kitchenette, but official notification to proceed has yet to be received from Planning. That was just a timing issue.

The design work for the fit-out is expected to be completed and signed off by October. Difficulties finding a fabricator had slowed the pace of work somewhat. One has been found, but they are not available at the moment, so a quote has still yet to be received.

The cost of mould remediation work was not expected to alter much – perhaps \$10k - \$15k more for further investigation. The Capital upgrades budget line had not changed; this was just waiting on a resource consent to come through.

It was noted that work was still continuing, despite some of the approvals not being in place. In response, Mr Rhodes explained that operational work continues to be done to bring the exterior of the building up to standard, and there is a lot of rewiring being done inside. Those costs are being funded from the depreciation budget.

There was a request for all the costs of what Council had approved to be supplied to Elected Members.

ACTION: Projects and Assets Officer Grant Rhodes

When asked, Mr Rhodes reported that expenditure to the end of June was around \$330k, and total expenditure could be in the vicinity of \$400k. Some \$250k of that had gone towards the exterior (scaffolding, repointing work); he said major refurbishment work like that was expected to be done every 25 years or so to keep the buildings up to standard.

Mr Rhodes also clarified that the museum operational budget is what was being spent at the moment, and that was tracking very well against the original figures put forward to Council.

RESOLVED CC 2019/015

Moved: Cr Jeremy Holding

Seconded: Cr Colin Wollstein

That the Community and Culture Committee receives and notes the information.

CARRIED

Mayor Gary Kircher joined the meeting, at 11.13am.

4.2 ACTIVITY REPORT TO COMMUNITY AND CULTURE COMMITTEE - AUGUST 2019

The memorandum report, as circulated, informed the Committee about the strategies, planning and activities of the functions reporting to the Community and Culture Committee.

Group Manager Lisa Baillie spoke to the report and responded to questions. She acknowledged the 'exciting progress' being made on Infocouncil (the automated agenda production process) which had been used to create the agenda for all of the day's Committee Meetings, and on LG Hub (as the distribution platform) for meeting papers, and ultimately other documents. Mrs Baillie extended her thanks to Governance Advisor Ainslee Hooper (the project specialist) and Project Manager / Business Analyst Arun Kumar and the rest of the Information Services team for the work and commitment they had put into the project to get it up and running.

Mrs Baillie also highlighted the refurbishment work in the reception area; and advised that the library updates would be coming to a future meeting.

An update on the Vernon collection online, along with a demonstration on how to use it, would be presented at a future Committee Meeting.

Regarding CRM statistics, Office Manager Pam Hicks reported that there was an 85% completion rate. It was advised that the "Snap Send Solve" did not allow people to add their email address, and this was noted for follow up.

ACTION: Group Manager Lisa Baillie

In response to a question about access to the new reception area for people in wheelchairs, Mrs Hicks advised that assistance would be provided to them by reception staff. There was a bench at the right hand side of the foyer for this purpose. The layout had had to address the issues of safety and security as well as access, and this was believed to be the best solution for all.

In response to questions, Libraries Manager Philip van Zijl advised that (a) the low-level demand for e-books was New Zealand wide, not just in Waitaki, although there was often a spike during the holidays as people downloaded e-books to take away with them; (b) DVD statistics were not included in the report; a retail layout had been adopted in the library which had had very good results and DVDs had a lot to do with that result.

Regarding the Hampden Library updates, Mr van Zijl said the team had spent 12 months bedding in the new systems, which were all going very well. Elected Members congratulated him and his staff on this exciting achievement.

Congratulations were also extended to the Opera House Director and staff for the "sensational event" of the Music Festival.

RESOLVED CC 2019/016

Moved: Cr Jeremy Holding

Seconded: Cr Colin Wollstein

That the Community and Culture Committee receives and notes the information.

CARRIED

5 MEETING CLOSE

There being no further business, the Chair declared the meeting closed, at 11.32am.

TO BE CONFIRMED AND SIGNED by the Chair and Council's Chief Executive at the Council Meeting (additional) scheduled to be held on Tuesday 8 October 2019, being the final Council Meeting of the current triennium, in accordance with Clause 27.4 of the Waitaki District Council Standing Orders.

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Chairperson

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Date signed

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Chief Executive

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Date signed

Waitaki District Council

Harbour Area Committee

**UNCONFIRMED MINUTES of the Harbour Area Committee Meeting
held in the Council Chamber, Third Floor,
Office of the Waitaki District Council, 20 Thames Street, Oamaru
on Tuesday 2 July 2019 at 9.00am**

Present Mayor Gary Kircher (Chair), Deputy Mayor Melanie Tavendale, Cr Jeremy Holding, Cr Jim Hopkins, Cr Guy Percival, and Cr Colin Wollstein

and additional members for the purposes of the development of the Oamaru Harbour Space Masterplan:

- Graeme Clark (Oamaru Whitestone City Trust)
- Kevin Murdoch (North Otago Yacht and Powerboat Club)
- Dr Philippa Agnew (Penguin Colony)
- George Kelcher (representing the Chamber of Commerce)

In Attendance Cr Craig Dawson
Cr Bill Kingan
Cr Jan Wheeler
Fergus Power (Chief Executive)
Neil Jorgensen (Assets Group Manager / Deputy Chief Executive)
Paul Hope (Finance and Corporate Development Group Manager)
Lisa Baillie (People and Culture Group Manager)
Bill Chou (Information Services Group Manager)
Roger Cook (Acting Heritage, Environment and Regulatory Group Manager)
Ainslee Hooper (Governance and Policy Advisor)

In Attendance for

Specific Agenda Items:

Martin Pacey (Water Services and Waste Manager)
Erik van der Spek (Recreation Manager)
Renee Julius (Property Manager)
Mike Searle (Policy and Strategy Manager)
Mark Renalson (Acting Rooding Manager)
Andries du Plooy (Assets Business Advisor)
Lisa Scott (Communications Specialist)
Caitlin McEvoy (Executive Assistant)

The Chair declared the meeting open at 9.04am and welcomed everyone present.

He explained that, under Standing Orders, a Public Forum is not usually held on Committees Day but can be, at the discretion of the Chair. Given that the Oamaru Harbour Masterplan was an agenda item at this meeting and there was considerable public interest in the report for discussion, he agreed to hold a Public Forum for no more than 30 minutes. He reminded the meeting that the Committee was being asked today to decide which options would go for public consultation, and whether any of the options needed fine-tuning. There would then be every opportunity for the public to provide feedback on the options during the public consultation process.

Public Forum (additional agenda item, at the Chair's discretion)

A "Harbour Options Engagement Question and Answer sheet" and a paper that combined the three options for easier reading were circulated to those present at the meeting.

Speaker 1 – Katrina Hazelhurst

Mrs Hazelhurst spoke about the harbour area's tranquillity and charm being appreciated by many, and she believed there should be an option included that it be left as it is. All three of the options in the report contain a degree of development, but what about the value of the area as a community asset? She believed that the district's youth wanted more to do, and they would not consider property development to be a fun activity.

In response, it was noted that the options included were a summary of those who had participated in the workshop, and Rationale's interpretation of those results. Mrs Hazelhurst said she took issue with Rationale's interpretation as she did not recall any reference to a "Harbour Village".

When it was noted that the harbour area, like everything else, had changed over time, Mrs Hazelhurst acknowledged that people did not want the harbour to be 'in a glass box', but it was community development, not property development, that was desired. It was suggested that, if it was accepted that there will be change, then this is what is being considered now – how to implement change.

Speaker 2 – Ray Henderson

Mr Henderson said he wanted to see sympathetic development – of walkways, playgrounds and the like – and if they were not used, then they could be removed. Buildings and shops could not be so easily demolished, and he did not believe there was public support for them. Moving ahead should be sympathetic to the harbour, and at a slow pace; not cased 'in bubble wrap' or given heritage status – development, but not 'crazily'. He acknowledged that it could be staged, across 10, 20 and 30 years. When asked about the need to appreciate that things in the harbour would cost money, Mr Henderson noted that Sumpters Wharf would be a 'huge cost' in future annual plans. He was keen to see things that earned income to cover associated costs.

Speaker 3 – Greg Nikloff

Mr Nikloff said he had read through the options and noted that "do nothing" or "do the minimum" were not included. He believed things should be left to happen naturally; eg when the sea level rises, something would have to happen. Maintaining the breakwater was a "minimum" to which Council was already allocating money, but the shortfall had not been quantified, he noted. Mr Nikloff favoured leaving the decision on options to the next Council. The staged approach of three 10-year tranches (raised earlier in the public forum) was something he thought had merit.

Speaker 4 – Helen Stead

Ms Stead said she did not see a strategic direction in the proposal. There was reference to historic and cultural elements, but neither were represented in the options. She believed the public did not want another Queenstown in Oamaru, with all of that town's environmental impact and infrastructure. There was a need to look after what was here, do it well and listen to the locals to understand why they loved living here. Upgrade the infrastructure and look after it; dredge the harbour ... and where is the information about the wharf upgrades? These were the key issues for her, Ms Stead said.

Speaker 5 – Darryl Bond

Mr Bond said he believed something needed to be done, and he thought the former plan was a forward-thinking, sensible document. He had expected that the masterplan would have a vision, a set of ‘ten commandments’ about what could or could not be done in the harbour area; about how it would be made accessible and family-friendly. The former plan had contained such things, and it had seemed like “sensible development”. But, now, there were no maps or zones in the masterplan, no guiding principles about which projects might meet the criteria. Instead, it seemed to him that what had been provided was a ‘developer’s short-term tactical shortlist’, which was not what the public had asked for. Mr Bond had concerns about the omission of any reference to the numerous submissions about Cape Wanbrow and about who had been consulted. His preference was for a ‘pick and mix’ approach rather than three development plans to vote on. He did not support a \$7m spend on Sumpters Wharf.

The Chair advised that there had been some discussions with various parties, and as part of the options fine-tuning process, a pick and mix option would be considered; how that was to be addressed was still to be determined.

The Chair reminded the meeting that there were four members of the public who had been appointed to the Committee to represent the interests of community groups; and that the document today was not the masterplan – it was just some options for consideration. The aim of the process was to help inform and guide the development of the masterplan through the options and public consultation.

Speakers 6 and 7 – Chris Larcombe and Jane Campbell

Mr Larcombe and Ms Campbell said they represented the Farmers’ Market, and there was concern about where cars would park. They were disappointed because they were invited to be part of the planning process, but the proposed options now would make the Farmers’ Market financially unviable. They were expecting 30 stalls to increase to 60 stalls, but there was only space for 10.

In response, the Chair said it was important that that sort of feedback was given through the public consultation process. He also noted that the imagery in the document was only an artist’s impression at the moment, without any detail.

Speaker 8 – Harry Andrew

Mr Andrew said he is ‘amazed’ at where rail has been put on the plans. He had negotiated some deals with Dunedin Railways to bring people to Oamaru on some occasions, including for the Penguin Conference in August which would involve 300 people. The work on the railway had been done by his organisation (Oamaru Steam and Rail) and volunteers, with grants funding. There was already a crossing in place, and \$12k had been spent on lights and bells already. Now the plan suggests another crossing be put in. Mr Andrew wanted to have a better termination point, and the Chair suggested he put that in a submission because where the line is at the moment and it was also his opinion that it would not work with that layout.

Speaker 9 – Sophia Leon de la Barra

Ms Leon de la Barra said her main concern was that the process around consultation does not seem to be working. Meetings are presenting one thing, and then what comes back in the reports, maps and pictures does not represent what was said.

When asked if she believed another workshop was required, she said yes, having more workshops would be helpful but with a set target to come up with a set of options.

Speaker 10 – Donna Demente

Ms Demente asked that things not be written that the people have to say “no” to, because it was a waste of ratepayer finances.

The Chair thanked members of the public for sharing their views with Elected Members and invited them to stay for the public session of the meeting if they wished. He then closed the Public Forum.

At 9.34am, the Chair declared the Harbour Area Committee Meeting open, and directed Elected Members to the first item on the agenda.

1. Apologies

There were no apologies.

2. Declarations of Interest

There were no declarations of interest.

3. Confirmation of Previous Meeting Minutes

RESOLVED

HAC 2019/010

Cr Jim Hopkins / Cr Colin Wollstein

That the Harbour Area Committee confirms the public minutes of its previous meeting held on 16 April 2019, as circulated, as a true and correct record of that meeting.

CARRIED

4. Oamaru HarbOUR Masterplan – Community Engagement Proposal

The report, as circulated, sought the Committee's recommendation to Council to approve the Community Engagement Proposal for the Oamaru HarbOUR Masterplan.

Group Manager Neil Jorgensen acknowledged the themes coming through from the Public Forum. First, the speed of the process. The Committee would need to consider how to deal with that. Second, the Committee needs to decide today whether more 'tweaking' is required, noting that this is not the masterplan; it is options that were put together as a result of the workshop and a lot of criteria.

Implementation has not been addressed yet. This is based on what the harbour would look like in 30 years' time if growth were to occur.

He explained the proposed process from here. If approved today, then approved by Council, the community engagement on the options would start, and be followed by a workshop. There is a different range of processes that could be considered, but if the masterplan has to be approved before the Local Elections, then the timeframe is tight to be able to incorporate the different views over the next week or so before the Council agenda is issued.

The Chair noted that the Committee had expanded the original timeframe for the development of the masterplan to cater for community views, from February to September. He also noted that he had not been able to attend the previous workshop. The current document was in a 'raw state' that not everyone was happy with, but it had been distributed as it was so that it could be discussed in public at this meeting. If the Committee can fine-tune it today, then it needs to be comfortable for it

to be released for public consultation. If not, then a follow up session would be needed for more fine-tuning.

Some Committee members shared their preference for doing more work on the documents.

It was acknowledged that it had been difficult to get the information into a public-friendly report for this meeting, and that there had not been enough time to refine the text and images.

RESOLVED

HAC 2019/011

Deputy Mayor Melanie Tavendale / Cr Jim Hopkins
That Standing Orders be suspended for the remainder of the discussion on this agenda item.

CARRIED

Several Elected Members favoured delaying the decision to release the document as it is for public consultation. Reasons cited included that:

- The options document did not include costs and the impact on ratepayers for keeping the harbour operational, or the realities of not investing enough in the infrastructure (ie if money was not spent on Sumpters Wharf, then it would simply not be there in 30 years' time);
- There was a need to give the public all of the options, including doing nothing, and have the true costs detailed for consideration;
- In hindsight, the timeframe had been too short for the type of process now being considered, and there was a need to extend the process to ensure that the result is right;
- This was the first time the Committee had had the opportunity to look at the options, and there were parts of them that Committee members did not agree with as well;
- There is a need to look at better, and also less palatable, options.
- Options for more steps in the process were needed – eg 10, 20 and 30 year plans, and more workshops open to the public.
- The document does not ask the public the critical question – If you want to keep what is in the harbour, it will cost X millions of dollars; how do you want that to be funded? The document is about conservation, preservation and protection, and the community is entitled to know that there is a bill to pay for that.

The meeting was also reminded that Council had approved accommodation for the Tyne Street and Waterfront Road corner, and there were two stages to that. There was office space development too. The harbour is small, and sight lines and tranquillity are important. There was a need to keep things in scale, and it was suggested that the stage 2 development as planned would destroy the harbour as it is known today.

For some Committee members the funding issue was the critical one. The meeting was reminded that, in discussions in the workshop about development, there had been references to doing a lot of work in the harbour which would cost a lot of money, and the development was needed to gain funding to pay for it. Concern was expressed about developing so much land when the cost was not covered; where is the funding to come from? That needs to be in the consultation document.

MOTION

Mayor Gary Kircher / Cr Jim Hopkins

That the Harbour Area Committee instructs officers to arrange a Committee workshop as soon as possible, which the public are welcome to attend.

Discussion on the motion:

Some Elected Members spoke about the document not having sufficient information for the public and having artist's impressions that do not match current thinking. It references apartments, but there was no an appetite to see rows of them; what would be the height restrictions? Sight lines will need to be preserved and good rules around building materials would be required. These are issues that need to be discussed at a workshop as soon as possible, where the community's input can be gathered and considered. There is a need to put a "Waitaki stamp" on the harbour area rather than go with something that has been imagined.

Others noted that deadlines were nice, but there was a risk of not getting it right if the process is rushed. 'Quickly and carefully' was suggested as the way forward.

Some Committee members took a different approach. There was a need to act quickly to ensure the breakwater and Sumpters Wharf were saved, so working out how to pay for those key things should be a priority. Once that had been done, then would be the time to discuss what else could be done. Look after the fundamentals first; as other things happened, other fundamentals would arise. If something does not work, there needed to be an opportunity for review, so a review clause must be included.

Other views supported the restoration of heritage structures but were concerned about the intensity of the commercial development proposed for the area to the west of the brewery. The Farmers' Market had injected a new vitality to the precinct on Sundays and needed to be expanded, not decreased. Carparking in 30 years' time would still be needed, but could or should it be rows of e-vehicle chargers? These issues will be crucial for the future of the precinct.

Cr Craig Dawson joined the meeting at 10.26am.

RESOLVED

HAC 2019/012

Mayor Gary Kircher / Cr Jim Hopkins

That the Harbour Area Committee instructs officers to arrange a Committee workshop as soon as possible, which the public are welcome to attend.

CARRIED

There being no further business, the Chair declared the meeting closed at 10.27am.

TO BE CONFIRMED AND SIGNED by the Chair and Council's Chief Executive at the Council Meeting (additional) scheduled to be held on Tuesday 8 October 2019, being the final Council Meeting of the current triennium, in accordance with Clause 27.4 of the Waitaki District Council Standing Orders.

.....
Chairperson

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Date signed

.....
Chief Executive

.....
Date signed

Waitaki District Council

District Plan Review Committee

**UNCONFIRMED MINUTES of the District Plan Review Committee Meeting
held in the Council Chamber, Third Floor,
Office of the Waitaki District Council, 20 Thames Street, Oamaru
on Tuesday 2 July 2019 at 1.00pm**

Present	Cr Jim Hopkins (Chair), Cr Craig Dawson, Cr Peter Garvan, Cr Bill Kingan, Cr Jan Wheeler, and Mayor Gary Kircher (ex Officio) (from 1.05pm)
Apologies	Cr Guy Percival; Mayor Gary Kircher (for lateness)
In Attendance	Deputy Mayor Melanie Tavendale Cr Jeremy Holding Fergus Power (Chief Executive) Roger Cook (Acting Heritage, Environment and Regulatory Group Manager) Lisa Baillie (People and Culture Group Manager) Hamish Barrell (Heritage and Planning Manager) Katrina Clark (Resource Management Planner) Ainslee Hooper (Governance and Policy Advisor)

The Chair declared the meeting open at 1.00pm and welcomed everyone present.

1. Apologies

RESOLVED
DPRC 2019/001 Cr Jim Hopkins / Cr Jan Wheeler
That the District Plan Review Committee accept an apology for absence from Cr Guy Percival, and an apology for lateness from Mayor Gary Kircher.

CARRIED

2. Declarations of Interest

There were no declarations of interest.

3. Confirmation of Previous Meeting Minutes – 20 November 2018

RESOLVED
DPRC 2019/002 Cr Craig Dawson / Cr Jan Wheeler
That the District Plan Review Committee confirms the minutes of its previous meeting held on 20 November 2018, as circulated, as a true and correct record of that meeting.

CARRIED

4. Release of Ōmārama and Otematata Masterplans for Public Consultation

The report, as circulated, sought to obtain the Committee’s recommendation to Council to approve the Ōmārama and Otematata Masterplan options for public release.

Mayor Gary Kircher joined the meeting at 1.05pm.

The meeting heard that:

- The Masterplans are expected to be released for public consultation on 5 August, if approved by Council at its meeting on 30 July 2019.
- Fine-tuning of maps and some of the diagrams (eg of the Ōmārama Airfield on page 22) would be undertaken to make them clearer, and easier to read and interpret.
- Summary Documents are also being prepared.
- There are no proposals to retreat from existing zoning.
- Due to the limited opportunity for consultation in developing the Masterplans thus far, there has been no specific engagement with landowners. It is expected that the Ahuriri Community Board and the consultation process itself will encourage and facilitate feedback from the perspective of landowners.

The following changes were put forward:

- To add a definition of “eco-housing” in Ōmārama
- To continue to use the phrase “community gardens” but to explain what it means

Elected Members were invited to forward any other feedback/suggested changes on the Masterplans to Resource Management Planner Katrina Clark by Friday 12 July.

ACTION: All Elected Members; Resource Management Planner

RESOLVED

DPRC 2019/003

Cr Craig Dawson / Cr Bill Kingan

That the District Plan Review Committee recommends:
That Council approves the adoption of the Ōmārama and Otematata Masterplan options for public release, with amendments.

CARRIED

There being no further business, the Chair declared the meeting closed at 1.16pm.

TO BE CONFIRMED AND SIGNED by the Chair and Council’s Chief Executive at the Council Meeting (additional) scheduled to be held on Tuesday 8 October 2019, being the final Council Meeting of the current triennium, in accordance with Clause 27.4 of the Waitaki District Council Standing Orders.

.....
Chairperson

.....
Date signed

.....
Chief Executive

.....
Date signed

4 RECOMMENDATIONS FROM COMMITTEES REPORTS

4.1 RECOMMENDATIONS OF THE FINANCE, AUDIT AND RISK COMMITTEE MEETING HELD ON 24 SEPTEMBER 2019

Author: Ainslee Hooper, Governance and Policy Advisor

Authoriser: Lisa Baillie, People and Culture Group Manager

At the Finance, Audit and Risk Committee Meeting on 24 September 2019, the Committee decided in the public excluded session, in accordance with Waitaki District Council Standing Orders 2016 to 2019, Clause 17.5, to release the public excluded resolution set out below in the public minutes of that Committee Meeting. As a consequence of that release decision, the resolution is being referred to the public part of this 8 October 2019 Council Meeting (additional) for a final Council decision in response to the Committee's recommendation.

6.4 RATES SALES PROCESS SUMMARY PE (APPROVED FOR RELEASE IN PUBLIC)

RESOLVED FAR 2019/001

Moved: Cr Jim Hopkins

Seconded: Cr Craig Dawson

That the Finance, Audit and Risk Committee recommends:

That Council approves writing off the debt of all outstanding balances following the completion of the recent rating sales.

CARRIED

5 DECISION REPORTS

5.1 NEW TREATED WATER RESERVOIR CONTRACT

Author: Joshua Rendell, Project Manager

Authoriser: Neil Jorgensen, Assets Group Manager

RECOMMENDATIONS

That Council:

1. Instructs officers to complete an open, competitive procurement process for construction of a new concrete treated water reservoir; and
2. Delegates to the Chief Executive all powers necessary to negotiate and enter into a contract with the preferred tenderer.

DECISION OBJECTIVES

1. To ensure local government and Council requirements are met for open and transparent procurement.
2. To seek Council approval of expenditure.

SUMMARY

It is proposed that Council tenders for construction of a new concrete reservoir to improve the Greater Oamaru network's treated water supply resilience. An open tender process is most appropriate for a project of this magnitude, as it allows Council to openly test the marketplace and ascertain which contractors offer the skills and expertise to construct the new reservoir.

Should an open tender process not yield a successful bid, Council Officers may then opt to negotiate directly with the tenderer they deem to be most favourable to the project, ensuring both Price and Non-Price elements determine favourability.

DECISION-MAKING EXPECTATIONS

Governance Decision-Making:	Council to delegate power to the Chief Executive to negotiate and enter into a Contract to construct a new treated water reservoir.
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Operational Decision-Making:	Officers to complete an open, competitive procurement process.
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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
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SUMMARY OF DECISION-MAKING CRITERIA

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

BACKGROUND

Following significant rain events which led to a water shortage for the Greater Oamaru Water network in December 2018, Council requested that the Water team bring forward the project to construct an additional treated water reservoir from 2022/2023 to 2019/2020, in an effort to improve the network’s supply resilience.

The 3 Waters team has since engaged specialist consultants to manage the design and construction phases of the project. This will allow staff to complete other high priority projects while catering for business as usual.

As part of the preliminary design phase, a sensitivity analysis was conducted on the Greater Oamaru network to ensure correct sizing and positioning of the new reservoir. This sensitivity analysis showed that a Reservoir Road location would best serve the community in improving immediate resilience, but that a supplementary storage to feed the South Hill area would be required in the short- to medium-term future. The analysis confirmed that an exact duplication of the existing reservoir in size was necessary to provide resilience during a significant emergency event where treated water production was severely compromised.

To ensure continued serviceability in seismic events, the new reservoir will be constructed to Importance Level 4 (IL4) standards. This will ensure that a good supply of treated drinking water will be available if a catastrophic failure of the existing reservoir were to occur.

A budget of \$2.5 million has been set aside in the Long Term Plan. However, revised estimates indicate construction costs may be in the order of \$2.5 to \$3.5 million.

Officers had considered a direct negotiation with the contractor who built the existing reservoir, as it was thought their experience in building the first reservoir would yield best overall performance and value for money. However, investigation into the current market for specialist contractors able to construct reservoirs of this type and size has identified an increased number of firms are now skilled and experienced enough to complete the works.

SUMMARY OF OPTIONS CONSIDERED

Option 1 – Competitive open tender

Option 2 – Single negotiated contract

ASSESSMENT OF PREFERRED OPTION

Option 1 is the preferred option as it follows New Zealand Government Procurement guidelines and ensures an open, transparent process is undertaken.

Anticipated Project Timeline

Activity	Date(s)	Activity Status
Project Commencement	February 2019	Complete
Engagement of Design Team	April – June 2019	Complete
Interior Inspection of Existing Reservoir	March 2019	Complete
Geotechnical Investigation	March – April 2019	Complete
Storage Demand Analysis of Greater Oamaru Network	29 April 2019 – 7 May 2019	Complete
Concept Design Review	3 June 2019 – 14 June 2019	Complete
Detailed Design	20 June 2019 – 23 September 2019	Complete
Drafting of Specification	20 June 2019 – 11 October 2019	In Progress
Design & Specification Review (in house & design consultant)	23 September 2019 – 18 October 2019	In Progress
Procurement Documentation and Contract Preparation	1 October 2019 – 18 October 2019	In Progress
Tender Advertisement	18 October 2019 – 4 December 2019	Not Yet Commenced
Peer Review of Design	18 October 2019 – 18 November 2019	Not Yet Commenced
Tender Assessments, Negotiations	4 December 2019 – 18 December 2019	Not Yet Commenced
Tender Award	18 December 2019	Not Yet Commenced
Pre-Construction Activities	18 December 2019 – 3 February 2020	Not Yet Commenced
Construction	3 February 2020 – 18 December 2020	Not Yet Commenced
Commissioning	21 December 2019	Not Yet Commenced

ADDITIONAL DECISION-MAKING CONSIDERATIONS

Outcomes

The decision contributes to the following Council outcomes:

- We keep our district affordable.
- We provide and enable services and facilities so people want to stay and move here.
- Improve network resilience and customer confidence in the water supply.

Policy and Plan Considerations

Council has committed to constructing a new treated reservoir through its Long Term Plan.

Community Views

The community desires a more resilient water supply network.

Financial Considerations

Tender prices are likely to be lower than a directly negotiated contract due to increased competition in a tender situation.

Legal Considerations

The purpose of the Local Government Act 2002 requires Councils to meet the current and future needs of communities for good-quality local infrastructure, local public services and performance of regulatory functions in a way that is most cost-effective for households and businesses.

5.2 MEEKS MILL ENCUMBRANCE

Author: Erik van der Spek, Recreation Manager

Authoriser: Neil Jorgensen, Assets Group Manager

RECOMMENDATIONS

That Council:

1. Approves a covenant to restrict future buildings on 'PtS: 8 Blk: XCV Twn: Oamaru' to less than 10m in height and not within 12m of the boundary with Lot: 2 DP: 6043 subject to Department of Conservation approval.
2. Delegates to the Chief Executive any necessary powers to complete the requested covenant and negotiate any appropriate compensation in conjunction with the Department of Conservation.

DECISION OBJECTIVE

To give the owners of 'Meeks Mill' certainty to enable them to proceed with plans to develop their land.

SUMMARY

The owners of 'Meeks Mill' request that Council allows the registration of a covenant that would:

1. Protect site lines and light to the West of their building.
2. Prevent them from being required to install a fire wall to specification required by a building situated on the boundary.

The requested covenant will have little impact on Council land as:

1. Maximum building height for Business 1 Zone is 10m.
2. A 12m set-back from their boundary does not significantly restrict development.

DECISION-MAKING EXPECTATIONS

Governance Decision-Making:	Council to determine whether to allow a covenant
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Operational Decision-Making:	Staff to implement Council's decision.
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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
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SUMMARY OF DECISION-MAKING CRITERIA

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

BACKGROUND

The owners of 'Meeks Mill' are seeking to develop their property. To do this, they seek covenants over the adjacent Recreation Reserve (Phoenix Bowling Club and Skate Park).

The Building Act requires fire-rated walls and windows subject to how close a neighbouring building might be. To maximise the number of windows and reduce the cost of fire-rated walls, the owners of 'Meeks Mill' seek a covenant restricting any future buildings within 12m of their boundary in height. In addition, to preserve natural light and views to the west, they request a covenant restricting any future building on the Recreation Reserve to no more than 10m in height. The current maximum height in the District Plan for new buildings is 10m.

The image below shows 6m covenant (Blue) and 12m covenant (Green) on the Recreation Reserve (Red). The covenants are unlikely to affect recreation activities (current use), unless it was to be chosen as the location for a new indoor recreation centre or grandstand facilities. That outcome is considered to be unlikely and will not substantially restrict future use of the land.



The land is owned by the Department of Conservation (DoC) and vested in Council to manage under the Reserves Act 1977. As a covenant affects the title, DoC approval would also be necessary.

Advice obtained by officers on granting a covenant stated:

'The Reserves Act 1977 makes no mention of restricting or authorising the ability to enter into a covenant. It is completely silent on the matter. Technically, I believe that if there is no impact on the current [or even future] public use for recreation purposes, as provided by the Reserves Act 1977, there is no barrier. Record of Title OT320/178 has been issued for the reserve land. Registering a covenant is therefore possible. The problem is that Council is not the owner of the land. That is notwithstanding the vesting in trust in Council pursuant to The Oamaru Town Hall and Gasworks and Recreation Reserves Act 1875 [Schedule B]. Department of Conservation will no doubt have to give its consent to such a proposal.'

'Incidentally, the wishes of MSL will very likely have some cost containment advantage to the company or, in the alternative, a value gain if a covenant was to be entered into. It is effectively a value transfer from the Reserve land to the property held by MSL. In that regard, a valuation assessment should be undertaken on the value gain to MSL [and not the value loss to Council/DoC]. The amount involved could then become the consideration for entering into a covenant and where such sum is directed to the development of reserve lands in the Waitaki District.'

SUMMARY OF OPTIONS CONSIDERED

Option 1 – Council:

1. Approves a covenant to restrict future buildings on 'PtS: 8 Blk: XCV Twn: Oamaru' to less than 10m in height and not within 12m of the boundary with Lot: 2 DP: 6043 subject to Department of Conservation approval.
2. Delegates to the Chief Executive any necessary powers to complete the requested covenant and negotiate any appropriate compensation in conjunction with the Department of Conservation.

Option 2 – Council declines a covenant.

ASSESSMENT OF PREFERRED OPTION

Option 1 is the preferred option as the requested covenant would not have a material impact on future recreation activity and enables new business development.

CONCLUSION

Granting of a covenant would have no impact on recreation activity and it would enable business development of 'Meeks Mill'. Consent of DoC (as landowner) will also be required.

ADDITIONAL DECISION-MAKING CONSIDERATIONS

Outcomes

We enable opportunities for new and existing business

Legal Considerations

A legal covenant registered on the title of Council Recreation Reserve is requested. This limits Council use of the land. However, as the District Plan currently does not allow building in Business 1 Zone over 10m as a permitted activity, and as the land is currently used and designated for recreation use, the covenant does not affect current or foreseeable future use of the site.

The Reserves Act does not specifically mention covenants over Recreation Land and officers have received advice that such a covenant may be granted. DoC consent as landowner is also required.

5.3 APPOINTMENT OF GEORGETOWN CEMETERY TRUSTEES

Author: Erik van der Spek, Recreation Manager

Authoriser: Neil Jorgensen, Assets Group Manager

RECOMMENDATION

That Council:

1. Increases the Georgetown Cemetery Trustee numbers from five (5) to seven (7).
2. Appoints the following additional trustees to the Georgetown Cemetery Trust under the Burials and Cremations Act 1964:
 - a) Christine Quested
 - b) Simon Guy
3. Directs the Chief Executive to take any necessary action to complete the appointment.

DECISION OBJECTIVE

The objective of this decision is to enable the Georgetown Cemetery Trustees to effectively manage the Georgetown Cemetery

SUMMARY

Georgetown Cemetery is managed by the Georgetown Cemetery Trust. Waitaki District Council has delegation under an 'Order in Council' dated 18 September 1933 to remove and appoint Cemetery Trustees for Georgetown Cemetery.

The current Georgetown Cemetery Trustees have written a letter advising that they have resolved that Trustee numbers should be increased by two and they have requested Council to initiate the process required under the Burial and Cremations Act 1964.

DECISION-MAKING EXPECTATIONS

Governance Decision-Making: Council decides whether to appoint the requested Trustees.

Operational Decision-Making: Any necessary decisions to implement Council's decision.

Communications Public notification of appointment of Trustees in accordance with the Burial and Cremations Act 1964.

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

BACKGROUND

Georgetown Cemetery is managed by the Georgetown Cemetery Trust. Waitaki District Council has delegation under an 'Order in Council' dated 18 September 1933 to remove and appoint Cemetery Trustees for Georgetown Cemetery.

Current Trustees who have served on the Trust since at least 2002 are:

1. Jim (J.W.) Queded
2. Stephen Queded
3. Terence Fowler
4. Glenys Palmer
5. Dr Helen Brooks.

The Trustees have requested that the number of Trustees be increased by two and that Christine Queded and Simon Guy be appointed to the Trust to ensure future Trust sustainability and succession. The Trust has successfully managed the Georgetown Cemetery and officers are not aware of any reason why these additional trustees should not be appointed.

Public notification of appointments is required under the Burials and Cremations Act 1964.

Summary of Options Considered

Option 1 (recommended) – Council agrees to

1. Increase the Georgetown Cemetery Trustee numbers from five (5) to seven (7).
2. Appoint the following additional trustees to the Georgetown Cemetery Trust under the Burials and Cremations Act 1964:
 - a. Christine Queded
 - b. Simon Guy
3. Directs the Chief Executive to take any necessary action to complete the appointment.

Option 2 – Council does not appoint the proposed trustees to the Georgetown Cemetery Trust.

ASSESSMENT OF PREFERRED OPTION

Option 1 is the preferred option as the Trustees have successfully managed the Georgetown Cemetery and officers see no reason for Council not to grant the request as it ensures the continued operation of the Trust and allows for succession.

CONCLUSION

The appointment of two additional Trustees will enable the Georgetown Cemetery Trust to effectively manage the Georgetown Cemetery.

Appendices

Additional decision-making considerations
Request from Georgetown Cemetery Trustees
Letter regarding Council Delegation

ADDITIONAL DECISION-MAKING CONSIDERATIONS

Outcomes

We understand the diverse needs of our community

Legal Considerations

Council has delegation under an 'Order in Council' dated 18 September 1933. Cemetery Trusts are required to operate cemeteries in accordance with the Burials and Cremations Act 1964.

Appendix Two: Request from Georgetown Cemetery Trustees

12 August 2019.

RD 4-K,
Oamuru 9494.

Mr Eric Vander Spek
Parks Manager
Waitaki District Council
Oamuru.

Dear Eric,
Appointment of Two Trustees to
Trustees of Georgetown Cemetery

The five current Georgetown Cemetery
Trustees have resolved that trustee
numbers be increased by two.

Hence they request that yourself as
Parks Manager, Waitaki District Council,
initiate the process required under the
Burial and Creations Act 1964, Part 3,
to appoint as trustees of Georgetown
Cemetery

- Christine Quisted of Uxbridge
Road, RD 4-K Oamuru 9494; and
- Simon Guy, of Dentrose/Georgetown
Road RD 4-K Oamuru, 9494

As Chair of Georgetown Cemetery

Trustees may I ask whether the more

Simplified process detailed at Part 3,
clause 24(2) of the 1964 Burial and
Cremations Act would be the more
appropriate process to follow in this
instance?

We should also note that increasing
the number of Trustees of Georgetown
Cemetery by two, will raise trustee
numbers to seven.

Thank you for attending to the request
by Georgetown Cemetery Trustees and
with the hope that the matter can be
settled in the term of the present
Waitaki District Council —

I remain

yours faithfully

Hean Brookes — Chair
Georgetown Cemetery Trustees,

Appendix Three: Letter re Council Delegation



29 June 2001

Mr J W Qusted
Secretary
Georgetown Cemetery Trustees
4K RD
OAMARU

Audit New Zealand
Tē Tari Arotake o te Motu
Christchurch Office
Level 2
Charles Luney House
250 Oxford Terrace
PO Box 2
Christchurch
New Zealand
Telephone +64-3 379 8774
Facsimile +64-3 377 0167

Dear Mr Qusted

In auditing the financial statements of Cemetery Trustees on behalf of the Auditor-General we often encounter issues common to a number of Trusts. Two such issues are addressed below.

Appointment and Removal of Trustees

Section 23 of the Burial and Cremation Act 1964 provides for the appointment and removal of trustees by the Governor-General and for notice of appointments to be published in the Gazette. Section 24 of the Act enables the Governor-General, by Order in Council, to delegate the powers to appoint and remove trustees to a local authority.

Section 61 of the Burial and Cremation act notes that orders made under section 4 of the Cemeteries Act 1908 and in force at the commencement of the 1964 Act continue to endure.

On a number of occasions we have noted where remaining Trustees have themselves resolved to appoint new Trustees. In these instances we have advised the Trustees of the provisions of the Burial and Cremation Act and recommended that the Trustees regularise the position by writing to the Ministry of Health, which is responsible for the administration of the Act, and requesting Governor-General appointments.

We recently became aware of an Order in Council dated 18 September 1933 which delegated to the local authorities in whose districts named cemeteries were situated, the power to remove and appoint the trustees of those cemeteries. A list of the cemeteries and local authorities in Annex 1 to this letter. While the local authorities listed may no longer be in existence, the current local authority in whose area the cemetery is situated is in all likelihood the successor authority holding the delegated authority.

The Cemetery Trust may wish to confirm that all Trustees have been lawfully appointed and where appropriate note the authority delegated to the Councils named for future appointments.

In Annex 2 to this letter is a list of our current Cemetery Trust clients who are not covered by the 1933 Order referred to above. We have approached the Ministry of Health who have agreed to assist in ascertaining whether or not similar Orders have been made in respect of

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these Trusts. We will write to the Trusts listed in Annex 2 once the Ministry has responded to us.

Taxation – Resident Withholding Tax (RWT)

Cemeteries operated by Boards of Trustees have been held by Audit New Zealand to be charities and therefore to be exempt from taxation on income received.

We have regularly noted to Boards of Trustees that they were having Resident Withholding Tax incorrectly deducted from their interest income from banks. Our recommendation has been that the Trustees obtain an Exemption Certificate from the Inland Revenue Department.

Earlier this year we became aware that a number of Cemetery Trusts had encountered significant difficulties in obtaining or had been refused RWT Exemption Certificates by the Department.

Audit New Zealand took the matter up with the Inland Revenue Department on behalf of all Cemetery Trusts. The Department has now advised that it is in total agreement with our position and will record Cemetery Trust Boards as charitable organisation and issue exemption certificates upon request. You may wish to quote “TLSG SISC Fax Dated 15-6-01 to Audit New Zealand” as a reference. The Exemption Certificate can then be presented to your bankers.

Where appropriate Trustees may wish to consider applying for a refund of RWT paid.

Yours sincerely



Ken Boddy
Director

5.4 DELEGATIONS TO THE CHIEF EXECUTIVE DURING THE ELECTION PERIOD

Author: Ainslee Hooper, Governance and Policy Advisor

Authoriser: Lisa Baillie, People and Culture Group Manager

RECOMMENDATION

That Council delegates all of its responsibilities, duties and powers to the Chief Executive, subject to the limitations set out in clause 32(1) of the Seventh Schedule of the Local Government Amendment Act 2002, for the period from the day after the declaration of the election results until the swearing in of the new Council, subject to a requirement that the Chief Executive may only exercise this delegation after the following:

- Consultation with the person elected to the position of Mayor;
- May only attend to those matters that cannot reasonably wait until the first ordinary meeting of the new Council; and
- Shall be reported to the first ordinary meeting of the new Council, which is scheduled to be held on Wednesday 30 October 2019.

DECISION OBJECTIVE

To seek Council's approval of delegations during the upcoming election period that will enable the business of Council to be conducted during a time when the incoming Council is prevented from exercising responsibilities, duties and powers under legislation before it is officially sworn in.

SUMMARY

The report requests that Council delegate to the Chief Executive during the election period the responsibilities, duties and powers of the Council, except for certain powers set down in the legislation that cannot be delegated.

DECISION-MAKING EXPECTATIONS

Governance Decision-Making:	To decide on the awarding of delegations to the Chief Executive and any conditions attached to that decision.
Operational Decision-Making:	To take all necessary action to implement the decisions of Council taken in response to this report.
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	No	Environmental Considerations	No
Legal	Key	Cultural Considerations	No
Significance	No	Social Considerations	No
Financial Criteria	No	Economic Considerations	No
Community Views	No	Community Board Views	No
Consultation	No	Publicity and Communication	No

BACKGROUND

Council will need to consider arrangements to ensure the effective and efficient conduct of the Council's business during the election period ¹.

Clause 14 of Schedule 7 of the Local Government Act 2002 (LGA 2002) provides that a person newly elected to Council may not act until they have made the necessary declaration at the Inaugural Council meeting. This provision combines with sections 86, 115 and 116 of the Local Electoral Act 2001 (LEA 2001) which state that, during the election period, neither the outgoing nor the incoming elected members can act in their capacity as members of the Council.

While the official results are expected to be available on Thursday 17 October 2019 and possibly by as early as Tuesday 15 October 2019, and then placed on the Council's website, in terms of the LEA 2001, sections 86 and 115 deem the public notice to be by way of a public notice in a local newspaper.

Discharging Committees Constituted under the Local Government Act

It is recommended that all of Council's Committees that are constituted under the LGA 2002 be discharged on the coming into office of the newly elected members. In that way, no resolution under clause 30 (7), Schedule 7 of the LGA 2002 is required (refer below).

30 Power to appoint committees, subcommittees, other subordinate decision-making bodies, and joint committees

(7) A committee, subcommittee, or other subordinate decision-making body is, unless the local authority resolves otherwise, deemed to be discharged on the coming into office of the members of the local authority elected or appointed at, or following, the triennial general election of members next after the appointment of the committee, subcommittee, or other subordinate decision-making body.

The Otago Civil Defence and Emergency Management Group (Otago CDEMG) is not discharged following a triennial election. Section 12 (2) of the Civil Defence Emergency Management Act 2002 no longer requires a resolution of each member Council to be made at this time.

The District Licensing Committee (DLC) is also not discharged following a triennial election, because it is constituted under Section 186 of the Sale and Supply of Alcohol Act 2012. Any decisions that need to be made on alcohol licensing matters during the election period can still be made by the independent member of Council's DLC (Ken Scott), if required.

¹ For this report, the election period is from the day after the declaration of the electoral result in a public newspaper until the new Council is sworn in at the Inaugural meeting. This period is likely to be from 17 to 24 October 2019.

Delegation to the Chief Executive during the election period

Other councils have delegated the power to make decisions during the election period to the Chief Executive. It is recommended that the Waitaki District Council delegates to the Chief Executive all of its responsibilities, duties and powers for the election period, except those set out in paragraphs (a) to (h) of clause 32 (1) of Schedule 7 of the LGA 2002.

This delegation is over and above the existing delegations to the Chief Executive. It will ensure that the Chief Executive has the authority to operate the Council effectively and efficiently and is able to respond to any unforeseen or emergency circumstances that may arise during the election period.

i)

The delegation is for a limited time period, anticipated to be eight days from the 17 October 2019 to 24 October 2019. However, these days may be subject to change, depending on the timing of the declaration and whether there is any challenge to the election result.

It is also recommended that the delegation is subject to a number of conditions. Firstly, that the Chief Executive may only act after consultation with the person elected to the position of Mayor. Secondly, that the Chief Executive may only attend to those matters that cannot reasonably wait until the first meeting of the new Council. Thirdly, that the Chief Executive is required to report any decisions made under this election period delegation to the first meeting of the new Council, which is scheduled to be held on Wednesday 30 October 2019.

Local Government Purpose

The delegation to the Chief Executive fits with the purpose of local government to continue to promote the wellbeing of the community during the election period.

SUMMARY OF OPTIONS CONSIDERED

Option 1

Grant Delegated Authority to the Chief Executive during the election period

The Council has the option of delegating to the Chief Executive all of its responsibilities, duties and powers for the election period, except those set out in paragraphs (a) to (h) in clause 32 (1) of Schedule 7 of the LGA 202, subject to the three conditions proposed above.

Option 2

No delegations are granted to the Chief Executive during the election period

The Council has the option of not delegating any of its responsibilities, duties and power to the Chief Executive during the election period.

The risks of not delegating authority to the Chief Executive could prevent the Council from undertaking its business during the election period. This is a relatively low risk, given that historically the Chief Executive has not made a decision under this delegated power.

ASSESSMENT OF PREFERRED OPTION

Assessment of Significance and Engagement

In terms of the Council's Significance and Engagement Policy, this matter is of low significance. No consultation is required to be undertaken, but the decision will be publicly available and the delegations to the Chief Executive will be included in the Delegations Register.

Legislative Considerations

Clauses 14, 31 and 32 Schedule 7 of the LGA 2002 and sections 86, 115 and 116 of the LEA 2001 limits the ability of the existing and new members to act during the election period and this necessitates a delegation to the Chief Executive during this time.

Clause 30 (7), Schedule 7 of the LGA 2002 deems all committees to be discharged, unless the local authority resolves otherwise.

Financial/Budget Considerations

There are no financial or budget considerations.

Consistency with Plans/Policies/Community Outcomes

This decision is not inconsistent with the provisions of the LGA 2002, and there is no policy or planning implications.

This matter contributes to all of the Council's Community 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

CONCLUSION

The report requests that Council delegates to the Chief Executive during the election period the responsibilities, duties and powers of the Council, except for certain powers set down in the legislation that cannot be delegated. It also recommends that all of Council's Committees that are constituted under the Local Government Act 2002 be discharged at the end of the triennium, which means that no resolution is required under Clause 30(7) of Schedule 7 of the LGA 2002 to exempt any Council Committee from that requirement.

5.5 DISTRICT PLAN REVIEW REVISED BUDGET

Author: Anna McKenzie, Senior Planner

Authoriser: Lichelle Guyan, Heritage, Environment and Regulatory Group Manager

RECOMMENDATIONS

That Council:

1. Approves the carrying forward of the Long Term Plan (LTP) District Plan Review Budget from 2021 through to 2024 and the Reserve Balance to enable the development and notification of the proposed Waitaki Second Generation District Plan within the approved timeframes; and
2. Notes that additional funds will be sought through the Annual Plan process for the decision and appeal resolution phase.

DECISION OBJECTIVE

To seek Council approval for additional funding to support the development of the proposed Second Generation Waitaki District Plan within approved timeframes.

SUMMARY

The current programme is for the release of a Draft District Plan in mid-2020 and the notification of a Proposed District Plan in late 2020.

The budget for 2020 has been revised and has been found to be inadequate to meet the project delivery timeframes. A revised budget is proposed to take into account that:

- The District Plan Review is a statutory requirement.
- An insufficient budget would significantly affect the quality of the Proposed District Plan and subsequently would likely generate more submissions and appeals which will create additional costs.
- An insufficient budget will significantly affect delivery timeframes and potentially create a non-compliance with the two-year statutory timeframe that Council has to make decisions on submissions after notification of the Proposed District Plan.
- The review is subject to significant risks, of probable likelihood of eventuating, and therefore needs specific mitigation action(s) to reduce the impact which must be budgeted for. Significant risks include (but are not limited to) new requirements at national level for biodiversity, urban development, highly productive soils and freshwater.

The estimated revised budget for the project is to be developed to a proposed plan within the approved timeframes is summarised in Table 1 below.

Table 1: Summary of Estimated Internal and External Hours and Cost to the notification of Proposed District Plan (DP) including contingency and costs for the 2020 financial year.

Phase	Estimated Hours	Total Estimated Cost	Costs 2020 financial year
Drafting	10,492	\$1,232,252	\$1,232,252
Engagement	4,976.4	\$477,708	\$201,758
Notification of Proposed DP (hearings costs excluded)	9,504	\$765,600	
TOTAL	24,972	\$2,475,560	\$1,430,010

At the workshop on 17 September 2019, Council asked for details on the budget to be carried forward to meet the estimated costs of development within the 2020 financial year. In response, Table 2 below sets out the proposed funds to be carried forward for the completion of the drafting and engagement phases of the District Plan Review in the 2020 financial year.

It is noted that there is a shortfall of \$463,959 in the total cost of the project to get the Plan to the stage whereby it is operative. Officers will consider options through the Annual Plan process to cover any shortfall. In addition, funding is also currently being sought through the Mackenzie Alignment agencies. Any funding approved from other agencies will be used to offset the cost to ratepayers.

Table 2: Summary of the funds proposed to be carried forward

Year	LTP Budget	Funds proposed to be carried forward 2020 financial year
2020	\$418,288	\$418,288
2021	\$286,825	\$286,825
2022	\$293,150	\$131,463
2023	\$299,750	
2024	\$306,625	
Reserve Balance	\$506,963	\$506,963
TOTAL	\$2,011,601	\$1,430,010

DECISION-MAKING EXPECTATIONS

Governance Decision-Making:	Council to decide on a position with regards to the carrying forward of funds.
Operational Decision-Making:	Officers to manage contractor appointments and costs within the approved budget.
Communications	Nil

SUMMARY OF DECISION-MAKING CRITERIA

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

BACKGROUND

The current programme is for the release of a Draft District Plan in mid-2020 and the notification of a Proposed District Plan in late 2020.

Officers are now in the drafting phase of the review. Key deliverable phases include:

1. Drafting 32 District Plan Chapters.
2. Contributing to the development of the chapters is the requirement to finalise masterplans for Otematata, Omarama and the Oāmaru Harbour, and to review urban growth requirements. There is also a requirement to develop an e-Plan initially for mapping but eventually for the contents of the entire District Plan.
3. Engagement on the Draft District Plan – Landowner and community engagement, updating the plan from draft to proposed.
4. Schedule 1 RMA process – Notification of Proposed District Plan.
5. Appeal Resolution – The proposed budget does not include hours/costs for this phase due to the high level of uncertainty around appeals.

The total cost of the project to date (from 2014 to 2019) is \$1,154,749.

The current budget for the project is \$2,046,132.

Table 3: Comparison of Other Councils' District Plan Review Costs

Council	DPR Costs (\$)	Population	\$/Resident
Selwyn (2017)	9,000,000	56,200	160
Waimakariri (2017)	8,500,000	57,800	147
Timaru (2019)	7,100,000	47,400	149
Waitaki (Budgeted)	2,046,132	23,232	88
Waitaki (Revised)	3,630,309	23,232	156

SUMMARY OF OPTIONS CONSIDERED

- Option 1** – Continue the status quo utilising resources (internal and external) where they can accommodate the additional workload and where funds allow, acknowledging that the draft will not be completed within the desired timeframes, and there will be risks with the landowner and stakeholder engagement programme, and the quality of evidence forming the District Plan; or
- Option 2** – Splitting the components of the Draft and Proposed District Plan and releasing a partial Draft mid-2020 and delay the Proposed District Plan; or
- Option 3** – Council releases the reserve funds and carries forward the 2021 to 2024 budget to enable the availability of additional funds to engage consultants to assist in the delivery of the proposed District Plan within the approved timeframes, acknowledging that there are risks to the programme and further funding is sought through the annual plan process. (Recommended)
- Option 4** – Council approves the reserve funds and carries forward \$318,288 from the 2021 to 2022 budgets to enable the additional funds to engage consultants to assist in the delivery of the Draft District Plan this financial year. Funding to complete the proposed plan will then be progressed through the annual plan process.

ASSESSMENT OF PREFERRED OPTION

Option 3 is the preferred option. Council has provided a clear signal and desire for the draft district plan to be progressed and available for public consultation by mid-2020. The status quo will not achieve this.

Although option 4 allows for the draft plan to be prepared, it does not provide certainty for officers to engage ongoing specialist support to develop the proposed plan. These resources are often scarce and in high demand.

The proposed approach will enable the review to progress with the support of adequate resources and specialist input. It is critical that the evidence base supporting the District Plan is robust and defensible and the provision of adequate resources will enable that outcome.

CONCLUSION

Momentum around the District Plan Review has increased in the last year. Substantial feedback from the community and key stakeholders has been received on the District Plan Discussion Document and officers now have a good understanding of the key issues facing the Waitaki district. Several chapters of the District Plan have been drafted and specialist consultants have been engaged to develop key chapters. Engagement has also commenced with landowners on nominated historical heritage items and some learnings from this process have been taken on board.

Attempts have been made to utilise the internal planning team and to accept offers of assistance from other agencies including those associated with the Mackenzie Alignment Programme. The current budget does not allow for sufficient resources to provide for the complexity that surrounds some of the District Plan topics and the requirement for the evidence base to support the basis of each objective, policy and rule. Option 3 will provide some certainty that a robust and defensible proposed District Plan in 2020 can be developed.

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

Legal Considerations

The District Plan is a statutory requirement.

Financial Considerations

Additional financial support will assist in the development of a proposed District Plan within the approved timeframes. It will allow for the development of a quality, community-driven Second Generation Waitaki District Plan which has a strong evidence base and would be defensible in court.

5.6 NOMINATED HERITAGE ITEMS

Author: Heather Bauchop, Heritage Advisor

Authoriser: Lichelle Guyan, Heritage, Environment and Regulatory Group Manager

RECOMMENDATION

That Council approves the approach to only consider an item for listing in the heritage schedule of the proposed District Plan when a landowner has expressed opposition to that listing if the item is assessed as having ‘exceptional’ heritage significance.

DECISION OBJECTIVE

To seek Council approval to contact owners of suggested heritage items who are opposed to the suggestion of their items for the heritage schedule of the District Plan, to advise them that, unless their items are of ‘exceptional heritage value’, then the items will no longer be considered for the heritage schedule.

SUMMARY

As part of the District Plan Review, the public was invited to make suggestions of places that might have heritage significance and could be assessed as potential heritage items on the Proposed District Plan. Some 200 suggestions have been received. Some landowners are opposed to listing, citing perceived financial burden if an item is listed. To balance private property rights and heritage protection, a Council decision is being sought on an approach for those suggestions where owners are opposed to any heritage listing.

DECISION-MAKING EXPECTATIONS

Governance Decision-Making: Council to decide on a policy stance in relation to the District Plan Review.

Operational Decision-Making: Staff to implement Council’s policy decision.

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	Key	Environmental Considerations	No
Legal	No	Cultural Considerations	Moderate
Significance	No	Social Considerations	No
Financial Criteria	No	Economic Considerations	No
Community Views	Key	Community Board Views	No

Consultation	Moderate	Publicity and Communication	Moderate
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BACKGROUND

Section 6(f) of the Resource Management Act identifies as a matter of national importance the protection of historic heritage from inappropriate subdivision, use, and development. Waitaki District Council does this by having a schedule of heritage items in its District Plan and rules governing additions and demolition of such items. As part of the current District Plan Review, the public was invited to suggest heritage items to be included on the heritage schedule of the proposed district plan. As a result, some 200 suggestions of items that may have heritage significance have been received.

Officers wrote to approximately 60 owners of these items in January 2019 and approximately 100 landowners in August 2019, seeking their views on the suggestions. As at 1 October 2019, 52 owners have responded to the letters. Of those, 19 are in favour of their item being assessed for the heritage schedule and 31 are opposed to being included on the schedule. Six (6) are neutral. Consultation runs until 11 October 2019. There has been considerable public discussion about the suggestions, and staff have met with some very distressed owners who oppose listing.

At the Heritage, Environment and Regulatory Workshop on 17 September 2019, elected members discussed an approach to those suggested items where owners were opposed to listing on the heritage schedule. The consensus was that only in 'exceptional' cases would this Council recommend listing an item where the owners were opposed to that listing. Other councils have taken similar approaches: Dunedin City Council, for example, listed only those items for which there was owner support.

It is proposed that the judgment of an item's exceptionality would be made by the Council's Heritage Advisor using the heritage assessment report which includes criteria based on those used by Heritage New Zealand and the Wellington City Council. An example of such a report is appended relating to the St Stephen's Anglican Church in Hampden. This provides an example of an item which would not be included in the heritage schedule because the owner is opposed to it and the significance of the item is not exceptional.

The definition of 'exceptional' would be in line with the 'special or outstanding' definition of Category 1 historic places as provided in the Heritage New Zealand Pouhere Taonga Act 2014. Heritage New Zealand's Heritage Assessment Guidelines (2019) use the Oxford English Dictionary definitions: '*special*' as '*of such a kind as to exceed or excel in some way that which is usual or common; exceptional in character, quality, or degree; notable, important, distinguished; and marked off from others of the kind by some distinguishing qualities or features.*' It defines 'outstanding' as '*standing out from the rest; noteworthy; remarkable, exceptionally good*'. It is likely that very few items would be judged as exceptional. A couple of examples (yet to be fully assessed) could be the Oamaru Borough Water Race which has national (and perhaps international) technological significance, and Kuriheka Homestead (which is the homestead for an outstanding group of buildings that are already recognised but is itself not recognised or protected).

SUMMARY OF OPTIONS CONSIDERED

- Option 1** – Council considers suggestions where landowners are opposed to any listing on a case-by-case basis to decide whether or not they should be included on the heritage schedule of the draft District Plan.
- Option 2** – Council rejects any suggestion where the owner is opposed to listing, regardless of significance.
- Option 3** – Council considers suggestions where the owner is opposed to a listing only in cases where the heritage values are 'exceptional'. (Recommended)

ASSESSMENT OF PREFERRED OPTION

Option 3 is the preferred option. This approach gives a clear position to the majority of opposing owners that their items will no longer be considered as suggested heritage items. It also avoids Council being seen to fail in its duty should any item be deemed of exceptional heritage significance.

CONCLUSION

Where the owner opposes a suggestion, considering only items of 'exceptional' heritage significance balances the public good of heritage protection with the private property rights of owners.

ADDITIONAL DECISION-MAKING CONSIDERATIONS

Outcomes

We enable opportunities for new and existing business
We understand the diverse needs of our community
Waitaki's distinctive environment is valued and protected

Policy and Plan Considerations

The manner in which heritage nominations have been sought to date is considered to be consistent with best practice. This decision will affect the number of items that are included for the Heritage Schedule of the Proposed District Plan.

Officers will be reviewing the Waitaki Heritage Fund and will present options to Council as part of the annual plan process.

Community Views

There have been some very strong, localised community feelings expressed (including to Council Officers) about certain suggested heritage items and the process that has been undertaken for adding these to items suggested for the Proposed District Plan. Officers believe that an agreed process would provide clarity and certainty for owners.

Publicity and Community Considerations

There has been media coverage in response to the process of suggesting heritage items. A press release went out ahead of the agenda issue, explaining that the District Plan is only one of the ways of protecting heritage, and that the Council is keen to work with owners of heritage places.



Heritage Item Summary Report: St Stephen's Anglican Church (Former)



Image provided by the owner (September 2019)

Address: 47 Durham St, Hampden

Legal Description: Sec 12 Blk XXVI Town of Hampden (OT8C/1432)

Other Names: N/A

Summary of History and Significance

Hampden was surveyed in 1861 and was gazetted as a borough in 1879. As the town became established, so did the usual community organizations, such as religious groups. Hampden's Presbyterian Church, designed by prominent Dunedin architect R.A. Lawson opened in 1870 (Heritage New Zealand Category 2, List No. 3249), the Catholic Church in 1894 and the Anglican church in 1881.

Prominent Hampden settler and churchman William Murcott invited tenders for the erection of the Church of England at Hampden in June 1881. Plans could be seen at the office of Oamaru architect James Johnson.² Johnson was a prominent Oamaru architect, the main rival to Forrester and Lemon's architectural partnership. The contractor was reportedly A Weir of Hampden.

The Church of St Stephen at Hampden was consecrated on 20 December 1881 by the Bishop of Dunedin, assisted by rural dean Rev. Algernon Gifford at a noon ceremony, followed by a widely-attended evening service. Designed by Oamaru architect James Johnson, and erected by

² *Oamaru Mail*, 27 Jun 1881, p. 3.

Hampden contractor A Weir, the timber church seated around 100 worshippers and was 'situated in a commanding position near the centre of the township.'

The church provided 134 years of service to the local community when it closed in 2015 due to a declining congregation. The closing service saw the Anglican Bishop of Dunedin taking a service of thanksgiving and reading the 'Deed of Secularisation.' Thirty-two people attended, while the service remembered the spiritual and pastoral support given to the Hampden church community and the church's long association with community and social events. The church was sold in 2015 and converted to a private residence.

A 2015 real estate advertisement when it was sold in 2015 notes that the building had a pitched iron roof, vestibule and main church space, rimu joinery, vaulted wooden ceiling and quarry-pane windows. The exterior although originally weatherboard, has been stuccoed. The site also included a separate meeting room with kitchen and toilet. The grounds included historic silver birch trees (representing the 12 Apostles).

References

See appended information

Construction Professionals

James Johnson (architect, Oamaru)

James Johnston, a mason by trade, was the main rival to Forrester and Lemon in Oamaru. He designed a number of large buildings in a Renaissance palazzo style. These include the Globe Hotel (1881), the Waitaki County Chambers (1881) and Smith's Grain Store (1882).³

A Weir (builder, Hampden)

This may be Archibald Campbell Weir (c1825-1893), contractor, local body politician and long term Hampden resident active in the 1870s and 1880s.

³ <https://www.heritage.org.nz/the-list/details/4687> accessed 18 Sep 2019.

Summary of Cultural Heritage Values

Note that the Waitaki District Plan is tasked with protecting the region's heritage and, therefore, while recognising when a place may local/regional/national significance, A and B ratings are determined by comparing significance within the Waitaki District.

Level of Significance

- A
- B
- Does not meet threshold

Summary of Significance

Located on a prominent hill in Hampden, designed by prominent Oamaru architect James Johnson, St Stephen's Church served its community for over 130 years, and has since been converted into a residence. The building has historical and community significance, and some architectural significance, although some value is inevitably diminished or changed through the residential conversion.

Assessment

Key to symbols

- Assessed as having this value
- Assessed as not having this value
- Insufficient information to assess this value

Aesthetic Value:

- Architectural/Aesthetic:* Does the item have architectural or artistic value for characteristics that may include its design, style, era, form, scale, materials, colour, texture, patina of age, quality of space, craftsmanship, smells, and sounds?
- Townscape/Setting:* Does the item have townscape/setting value for the part it plays in defining a space or street; providing visual interest; its role as a landmark; or the contribution it makes to the character and sense of place of Waitaki?
- Group:* Is the item part of a group of buildings, structures, or sites that taken together have coherence because of their age, history, style, scale, materials, or use?

Historic Value:

- Association:* Is the item associated with a locally or regionally important person, group, or organisation?
- Association:* Is the item associated with a locally or regionally important or representative historic event, theme, pattern, phase, or activity?

Physical/Scientific Value:

- Archaeological:* Does the item have archaeological value for its ability to provide scientific/educational information about past human activity?
- Technological:* Does the item have technological value for its innovative or important construction methods or use of materials?

Social Value:

- Public esteem:* Is/was the item held in high public esteem?
- Symbolic, commemorative, traditional, spiritual:* Does the item have symbolic, commemorative, traditional, spiritual or other cultural value for the community who has used and continues to use it?

Identity/Sense of place/Continuity:

- Is the item a focus of community, or regional identity?
- Does the item contribute to sense of place or continuity?
- Sentiment/Connection: Is the item a focus of community sentiment and connection?

Level of cultural heritage significance

Earliness: Places associated with the early settlement of Waitaki are important in demonstrating the pattern or evolution of Waitaki's history – both indigenous and non-indigenous cultural sites. 'Earliness' varies from place to place, depending on the pattern of settlement. For example, tangata whenua sites may be associated with Waitaha or later Ngai Tahu peoples; non-Indigenous settlement of the whaling areas on the coast began in the 1830s, the pastoral settlement of the hinterland in the late 1850s, and the towns and villages in the 1860s.

Rare: Is the item rare, unique, unusual, seminal, influential, or outstanding?

Representative: Is the item a good example of the class it represents?

Authentic: Does the item have authenticity or integrity because it retains significant fabric from the time of its construction or from later periods when important additions or modifications were carried out?

Interior

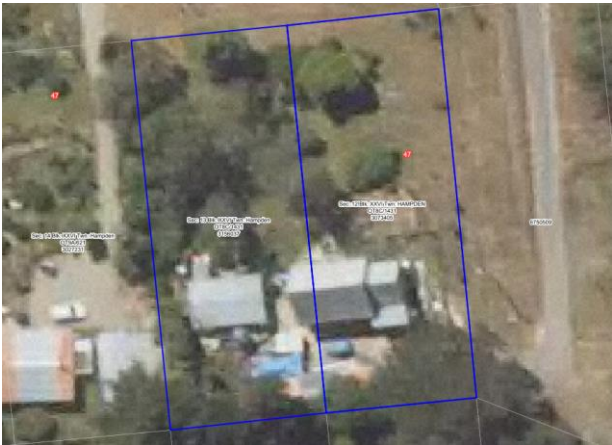
Exterior

Local/Regional/National/International: Is the item important for any of the above characteristics at a local, regional, national, or international level?

Local

PLEASE NOTE THIS ASSESSMENT IS BASED ON INFORMATION AVAILABLE AT THE TIME OF WRITING. DUE TO THE ONGOING NATURE OF HERITAGE RESEARCH, FUTURE REASSESSMENT OF THIS HERITAGE ITEM MAY BE NECESSARY TO REFLECT ANY CHANGES IN KNOWLEDGE AND UNDERSTANDING OF ITS HERITAGE SIGNIFICANCE.

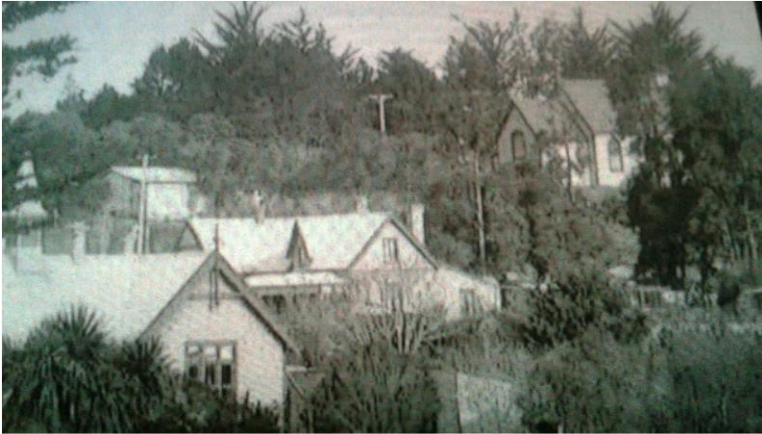
Location and/or Contemporary Photographs



Smartclient, accessed 9 September 2019

Photographs provided by the owners (provided September 2019)





Historic Information/Photographs

Real Estate photographs from 2015



Newspapers > Oamaru Mail > 5 January 1893 > Page 2 > This article

Previous result

↑ Back to search results

Text Research info

DEATH.

WEIR--At Hampden, on the 4th instant, Archibald Campbell Weir, aged 68 years. The funeral will leave his late residence on Saturday, the 7th instant, at 2.30 p.m. Friends kindly invited to attend.

DEATH.
OAMARU MAIL, VOLU
1893

Using This Item

See our [copyright guide](#) for info

vious result

↑ Back to search results

23 1881 Text Research info 2

CHURCH CONSECRATION AT HAMPDEN AND HERBERT.

A correspondent sends us the following account of the consecration of the Church of **St. Stephen** at Hampden, together with fuller particulars of the consecration of **St. Mary's** at Herbert :

On Tuesday, 20th inst., the Church of **St. Stephen**, at Hampden, was consecrated by the Bishop of Dunedin, assisted by the Rev. A. Gifford, rural dean, and the Rev. T. F. Dodd, curate in charge. The ceremony was performed at noon, the bishop preaching a powerful sermon from John xiv., 2. The Holy Communion was celebrated, and the service came to a conclusion at 2.30 p.m. The visitors then partook of a substantial lunch provided by Mr Scott, of the Clyde Hotel, at which hearty congratulations were passed to those who have been instrumental in so far promoting the work of the church in this beautiful spot, which is just beginning to take its right place among the sea side resorts of New Zealand. In the evening a service was held at 6.30, when nine candidates were presented by the curate and received the rite of confirmation from the hands of the Bishop, who then delivered a most eloquent and earnest address, taking for his text, Ephesians iv., 30. There was a fair congregation in the morning, and a full church in the evening, though the weather prevented the attendance of most who had to come from a distance, notably that part of the choir which was to have come from Shag Point and Palmerston, but the musical portion of the service, which was undertaken by Mr T. R. Seddon, assisted by the local choir, was rendered in an appropriate and efficient manner. The church was very tastefully decorated with white flowers and ferns. The offertories during the day, which were devoted to the church building fund, amounted to nearly £8. The building, which is from designs kindly presented by Mr Johnson, **architect**, Oamaru, and erected by Mr A. Weir, of Hampden, is of wood, calculated to seat about 100 worshippers, and is situated in a commanding position near the centre of the township.

The next morning at 11 o'clock the bishop, assisted by the rural dean and curate, performed a similar ceremony of consecration in the church of **St. Mary**, at Otapopo. The congregation was not large, owing to the weather, which culminated in a violent hail and thunder storm during the sermon. The music, including "Lord of all power and might" was ably rendered by the the Presbyterian choir, led by Mr J. Anderson, the precentor, Mrs Stevens presiding at the harmonium. The Holy Communion was celebrated, and the service was concluded at about 1 p.m. The little church is adapted to seat about 80 persons, having been built by Mr Hayes, of Otapopo.

CHURCH
HAMPDEN
NORTH OTAGO
DECEMBER 1881

Using This It
See our copyright

St Stephen's closes in Hampden

By Oamaru Mail - February 1, 2015

SHARE



The closure of St Stephen's Anglican Church in Hampden has marked the end of 134 years of service to the local community.

The church closed last Saturday, with the Anglican Bishop of Dunedin, the Rt. Rev. Kelvin Wright, taking the service of thanksgiving and reading the Deed of Secularisation.

He was joined by Archdeacon Jan Clark, Archdeacon Bernard Wilkinson, Rev. Phillip Charles and Rev. Juan Kinnear.

Thirty-two people who had a close association with the church also attended the Eucharist service, including church goers from Dunedin, Waikouaiti, Palmerston, Moeraki, Hampden, Maheno, Oamaru and Waimate.

The church was consecrated by Bishop Neville on December 20, 1881.

Among the clergy who have served parishioners at St Stephen's Church has been Archdeacon Bernard Wilkinson, of Oamaru, who took on a caretaker ministry in 1980 and served, as needed, until 2012.

Saturday's service also included prayers of thanks for the spiritual and pastoral support the St Stephen's vicars have given the Hampden church community and the many social and community events held in the township.

By Jacquie Webby



Auckland Libraries Heritage Collections 4-6878

6 MEMORANDUM REPORTS

6.1 PRE-AUDIT DRAFT ANNUAL REPORT FOR YEAR ENDED 30 JUNE 2019

Author: Ian Wells, Accounting Manager

Authoriser: Paul Hope, Finance and Corporate Development Group Manager

Attachments: 1. Pre-Audit Draft Annual Report 2018-19 (under separate cover)

RECOMMENDATION

That Council receives and notes the information.

PURPOSE

To inform Council of the likely financial and non-financial performance of the Council for the year ended 30 June 2019.

BACKGROUND

Council must produce an Annual Report that meets the requirements of s98 of the Local Government Act 2002 and is required to have this audited and adopted by 31 October 2019. As this date falls after the local body elections, it has been decided to present the Draft Annual Report "as is" to inform this Council of the likely result for the year.

DISCUSSION

Financial Results to Date

The unaudited draft report as attached records an operating deficit of (\$1.302) million. This result primarily reflects the requirement to write off over \$1.6 million of assets decommissioned following completion of the Hamnak, South Hill and other large 3 Waters projects.

As has been discussed previously with the Finance, Audit and Risk Committee, operational results have been impacted by a range of factors, both positive and negative, all of which have affected the reported position.

Positive impacts:

- Development and financial contributions, which are well over-budget.
- Unbudgeted funding from the Ministry of Justice for works at the Oamaru Courthouse.
- Funding received towards the construction of the Alps2Ocean cycleway, and from the Tourism Infrastructure Fund to support the provision of public toilets in tourist hot-spots.
- Penalties imposed on overdue water billing and trade waste charges.
- The Whitestone Contracting Limited dividend which, at \$672k, is well in excess of budget.
- Positive results from recent property sales.
- Assets vested in Council amounting to \$459k.

Negative impacts:

- Depreciation reported over-budget by \$471k, mainly as a result of last year's Roothing revaluation.
- Additional funding support provided to the Waitaki Resource Recovery Trust during the year.

- Essential, substantial and ongoing works being undertaken at the Gallery and Museum.
- The local-share element of Roothing and other damage resulting from extreme weather events.
- Reduced interest revenue due to depressed interest rates and decreased funds available.
- The grant of \$93k to the Observatory Village development.
- As noted above, assets abandoned or decommissioned as a consequence of 3 Waters upgrades amounting to \$1.6 million.

Despite these overall net negative impacts, the balance sheet continues to demonstrate that Council is in a sound position financially; key asset values are being maintained; and, although the reported cash position has reduced from historic high levels in previous years, Council has no external debt at balance date.

Elected Members should also be aware that the Office of the Auditor-General has determined that Waitaki District Health Services Limited should include the operations of the Observatory Village in its Annual Report. This has a flow-on effect to information that would need to be included in Council's Group financial result. None of the affected entities agree with this ruling and are exploring options to get the decision reviewed. If the decision stands, it will significantly affect both the content and format of Council's Group and the Waitaki District Health Services Group financial reports for both the current and previous financial years. To further complicate the process, the accounts of the retirement village entities must be fully audited for all periods since their inception before this consolidation can be undertaken. This will delay both the completion of the Group accounts and the final audits, which will have serious implications for Council's ability to meet its statutory reporting deadlines.

Given the very serious implications of this matter, it is being urgently discussed with external advisers, the affected entities' governing bodies, and the Office of the Auditor-General to determine what options are available for each entity to meet its reporting requirements.

As usual, the Annual Report includes reporting of actual achievement against the non-financial performance measures included in the 2018-28 Long Term Plan.

Outstanding Matters

There remain a number of aspects of the report that are still to be fully completed. These include:

- The consolidated Group result will be significantly impacted as a consequence of the changes to the draft results of Waitaki District Health Services Limited referred to above, and potentially those of Tourism Waitaki Limited which have, as yet, to be finalised, and these changes will affect a large number of items disclosed in the Notes to the Financial Statements.
- The Statement of Cash Flows and the associated Note 27 have still to be produced.
- Note 8 – Tax note (awaiting final details from Tourism Waitaki Limited).
- Note 9 – Equity and Reserves has still to be completed.
- Note 10 – Fixed Assets, mainly the tables providing detailed analyses, has still to be completed (for the same reason as for Note 9).
- Several of the "Prudence" graphs and disclosures await finalisation of the above matters and have still to be updated.

The most significant piece of work still to be completed is the audit of the financial statements by Audit New Zealand. The auditors commenced their work on 23 September. However, due to the factors outlined above, they may not be able to complete the audit so that an opinion is available for the First Council Meeting scheduled for 29 October 2019 when the Annual Report is to be

adopted by the incoming Council. Any changes that are required to the report which come out of the audit process will be reported to Council at that time.

Conclusion

The interim financial position recorded in the unaudited Draft Annual Report is still likely to change as a consequence of movements in the annual reports of Council Controlled Organisations (CCOs) but is still expected to show that Council remains in a strong position to start the 2019-20 financial year.

Attachment (as a separate PDF document)
Pre-Audit Draft Annual Report 2018-19

7 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
8.1 - Confirmation of Public Excluded Minutes of Previous Council Meetings and Hearings 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
8.2 - Confirmation of Committee Meeting Public Excluded Minutes Outstanding at the end of the Triennium 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)(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
8.3 - Oamaru Airport Lease Update PE	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	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

8 PUBLIC EXCLUDED SECTION

9 RESOLUTION TO RETURN TO THE PUBLIC MEETING

RECOMMENDATION

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

10 RELEASE OF PUBLIC EXCLUDED INFORMATION

In accordance with Clause 17.5 of the Waitaki District Council Standing Orders 2016 to 2019, and pursuant to resolutions in the public excluded session of this meeting, any information agreed for release from the public excluded session will be recorded under Agenda Item 10 in the public minutes of this meeting.

11 MEETING CLOSE