



Waitaki

DISTRICT COUNCIL

TE KAUNIHERA Ā ROHE O WAITAKI

Notice of Meeting

and

AGENDA

Harbour Area Committee

in the

Council Chamber, Third Floor
Office of the Waitaki District Council
20 Thames Street, Oamaru

Tuesday 16 April 2019

Harbour Area Committee Members:

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

Additional Members Appointed for the Purposes of Developing the Oamaru HarbOUR Space Masterplan (effective from 12 March 2019):

Mr Graeme Clark (representing the Oamaru Whitestone Civic Trust)
Mr Kevin Murdoch (representing the North Otago Yacht and Powerboat Club)
Ms Philippa Agnew (representing an environmental perspective)
Mr George Kelcher (representing the Chamber of Commerce)

Harbour Area Committee Meeting

Tuesday 16 April 2019

**Council Chamber, Third Floor
Office of the Waitaki District Council
20 Thames Street, Oamaru**

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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 12 March 2019 at 9.00am**

Present Mayor Gary Kircher (Chair), Deputy Mayor Melanie Tavendale,
Cr Jeremy Holding, Cr Jim Hopkins;
and new members Graeme Clark (Oamaru Whitestone City Trust), Kevin
Murdoch (North Otago Yacht and Powerboat Club), and Philippa Agnew
(Penguin Colony) – as appointed at this meeting (from 9.03am)

Apologies Cr Guy Percival and Cr Colin Wollstein

In Attendance Cr Craig Dawson
Cr Peter Garvan
Cr Hugh Perkins
Cr Bill Kingan
Cr Jan Wheeler
Fergus Power (Chief Executive)
Neil Jorgensen (Assets Group Manager)
Paul Hope (Finance and Corporate Development Group Manager)
Lichelle Guyan (Heritage, Environment and Regulatory Group Manager)
Ainslee Hooper (Governance Advisor)

**In Attendance for
Specific Agenda Items:** Renee Julius (Property Manager)

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

1. Apologies

RESOLVED
HAC 2019/001 Deputy Mayor Melanie Tavendale / Cr Jim Hopkins
That the Harbour Area Committee accepts apologies for absence from
Cr Colin Wollstein and Cr Guy Percival.

CARRIED

The Chair directed the meeting forward to agenda item 3.

Agenda Items are recorded out of order from this point forward.

3. Confirmation of Previous Meeting Minutes

RESOLVED
HAC 2019/002 Cr Jim Hopkins / Cr Jeremy Holding
That the Harbour Area Committee confirms the public minutes of its
previous meeting held on 20 November 2018, as circulated, as a true
and correct record of that meeting.

CARRIED

4. Harbour Area Committee Membership – Additional Representatives

The report, as circulated, sought to confirm the appointment of four external stakeholders to the Harbour Area Committee for the purpose of developing the Oamaru HarbOUR Space Masterplan in accordance with Council's resolution WDC 2019/011 from its meeting on 19 February 2019.

The Chair suggested that the first three recommendations be taken as one motion, and the fourth as a separate motion.

RESOLVED
HAC 2019/003

Deputy Mayor Melanie Tavendale / Cr Jim Hopkins
That the Harbour Area Committee:
1. Appoints the following additional stakeholder representatives as Committee members for the purposes of developing the Oamaru HarbOUR Space Masterplan:
a Graeme Clark representing the Oamaru Whitestone Civic Trust (OWCT);
b Kevin Murdoch representing the North Otago Yacht and Powerboat Club (NOYPBC); and
c Philippa Agnew (Penguin Colony) to represent an environmental perspective.

CARRIED

The Chair congratulated the three new members on their appointment and welcomed them to the Committee.

Cr Jim Hopkins said he would move the fourth recommendation in the report, and Cr Jeremy Holding agreed to second it.

Discussion on the motion:

It was noted that some names had been put forward previously, but they were people who had commercial leases in the area. They may have a pecuniary interest in matters under discussion which would disqualify them from taking part and they may also potentially receive commercial information along the way. Those with a commercial interest will be involved in the ILM process in early April, so that was perhaps the better opportunity for them to be able to help shape the masterplan rather than being a member of the Committee.

Some Committee members favoured considering small business owners who may have had previous involvement with the area. Others believed a community group representative should be considered.

The Chair gave Notice of Motion for a different resolution to that recommended in the officer report.

He then put the motion as moved by Cr Jim Hopkins and seconded by Cr Jeremy Holding, and the result is as recorded below.

MOTION: Cr Jim Hopkins / Cr Jeremy Holding
That the Harbour Area Committee seeks a nomination from a commercially focused representative.

DECLARED LOST
FOR: Cr Jim Hopkins

An alternative motion was then put to the meeting.

RESOLVED
HAC 2019/004

Mayor Gary Kircher / Deputy Mayor Melanie Tavendale
That the Harbour Area Committee seeks a nomination for a fourth additional member to the Harbour Area Committee with good links to the harbour and its commercial sector, for the purposes of developing the Oamaru HarbOUR Space Masterplan.

CARRIED

It was noted that the Committee would have an offline discussion about who could meet that profile, before deciding the best nominee to approach about Committee membership.

At 9.19am, the Chair directed the meeting forward to Agenda Item 6.

6. Oamaru Steam and Rail Proposal

The report, as circulated, sought to ensure that information from Oamaru Steam and Rail is considered as part of the master planning project. Oamaru Steam and Rail (OSR) Chairman Phillip Screen and General Manager Harry Andrew were present for this agenda item.

Mr Screen summarised the proposal and advised that all work proposed would be done by OSR at no cost to the ratepayer. Brief discussion clarified that the track would go only as far as the road entrance to the car park; that trains from Dunedin would be able to use the OSR track, so that no train-train transfers would be required; sheds would be used to store items.

The Chair reminded the Committee that the report was recommending that the OSR information be considered as a part of the masterplan process. If Committee members believed it was a significant enough change, then that would be an appropriate thing to do.

Cr Jim Hopkins said he would move the recommendations in the report, and Cr Jeremy Holding said he would second the motion.

There was brief discussion on the motion, during which it was noted that there is a legal requirement for a five-metre strip either side of the railway; that there was already a signed agreement in place about road and rail sharing that 10 metre (in total) strip; and about the problems with the current platform and track regarding access for larger trains.

RESOLVED
HAC 2019/005

Cr Jim Hopkins / Cr Jeremy Holding
That the Harbour Area Committee:

1. Considers the information provided by Oamaru Steam and Rail as part of the Oamaru HarBOUR Space Masterplan project; and
2. Agrees to invite a representative from Oamaru Steam and Rail to attend the Investment Logic Mapping and 'optioneering' workshops.

CARRIED

The Chair directed the meeting back to Agenda Item 2 and explained the nature and process around declarations of interest for the benefit of the new Committee members. He advised that it was up to each individual member to declare interests and also to decide how they would manage them (eg by not participating in the discussion but remaining in the room, or by leaving the meeting while the discussion took place). He encouraged new members to seek advice from other Committee members, officers or the Governance Advisor before a meeting if they were unsure whether they needed to make a declaration of interest for any agenda item.

2. Declarations of Interest

The Chair then called for any declarations of interest. There were no declarations.

The Chair directed the meeting back to Agenda Item 5.

5. Review of Oamaru HarBOUR Establishment Report

The report, as circulated, sought the Harbour Area Committee's consideration of amendments to the Oamaru HarBOUR Space Masterplan Establishment Report. Version 2 of the Establishment Report had been circulated separately as an attachment to the meeting agenda.

Group Manager Neil Jorgensen advised that Council had adopted the Establishment Report, "with amendments". This was an opportunity for the Committee to look more closely at the report to confirm and comment on the corrections made or that still needed to be made.

Key discussion points included:

- Governance of the Oamaru HarbOUR Space Masterplan sits with the Harbour Area Committee, with final decisions by full Council. The Process and Schedule diagram on page 12 of the Establishment Report provided further details.
- It was suggested that the language used in the Establishment Report could be much simpler. There were also factual errors in the document that needed to be corrected.
ACTION: Elected Members to email suggested corrections directly to Mr Jorgensen
- Some Councillors expressed concerns about where particular groups had been placed in the stakeholder matrix on page 17 of the Establishment Report. There was a request for an opportunity to discuss and perhaps change those placements.

In response, Mr Jorgensen suggested that Rationale (report authors) could be brought in to work with Elected Members if they wished to consider making changes. The matrix was a complex tool which required a similarly detailed conversation to explain and to understand the impact of the placements and any changes to them.

It was also noted that the report is a working document for Council about how the masterplan process is going to be developed, but it was also available to the public on Council's website.

The action point from the discussion was that Elected Members wished to do more work on the report, and have it brought back to them.

ACTION: Group Manager Neil Jorgensen

Based on the discussion, the Chair clarified that the reference to "any amendments" in the motion to follow would mean "correcting factual errors, adding definitions for the stakeholder matrix on page 17, and the intention that Elected Members, with Rationale assistance, would revisit the placement of groups in the matrix to ensure they were in the right place", and on that basis, the report's recommendation was put to the meeting and resolved as set out below.

RESOLVED

HAC 2019/006

Cr Jim Hopkins / Cr Jeremy Holding

That the Harbour Area Committee receives the Oamaru HarbOUR Establishment Report and notes any amendments.

CARRIED

The Chair directed the meeting forward to Agenda Item 7.

7. North Otago Yacht and Powerboat Club

The report, as circulated, sought to resolve an issue where boat ramp ownership has been undetermined.

Mr Kevin Murdoch addressed the meeting about this issue, from the perspective of his role as Chairman of the North Otago Yacht and Power Boat Club (NOYPBC). He read an extract from the former Oamaru Harbour Board minutes of the day to correspondence received and its meeting minute, as copied below:

1 October 1951 from the North Otago Yacht and Power Boat Club "re Jetty, New Slipway and Building Site... Requesting permission for stone slipway in vicinity of Normanby Wharf Slipway and new building site for shed." and to the corresponding minute "Mr Dugdale moved Mr Whitaker seconded "That the requests be granted at the wish of the North Otago Yacht and Power Boat Club and subject to the supervision of the Harbour Master". Carried."

Mr Murdoch said the club believed that this request and minute verified that the ownership of the boat ramps did rest with the club. Accordingly, the club was now asking Council to formally transfer the resource consents for the operation of those two boat ramps to the club. The club was happy to enter into negotiations with the Committee and Council regarding access matters; to continue to open the ramps over Christmas and public holidays as they are now; to do all of the maintenance; and to continue to pay revenue back into the community (eg for a Search and Rescue boat, youth sailing, and proposed work with the Sea Scouts, to name

a few). Mr Murdoch advised that leaving the arrangement as it is would mean ongoing uncertainty, and resolving the ownership matters once and for all would be helpful for all parties. He acknowledged the good working relationship the club had with the Property department, and thanked Councillors for their time at this meeting.

Discussion points included:

- If ownership was not transferred, there would be less revenue available to assist the community, and the uncertainty of many years would continue.
- From an officer perspective, Group Manager Neil Jorgensen referred to the archivist's information that had been collated and attached to the report, and to the results of that work being inconclusive on the matter of ownership of the ramps. The 1951 letter that Mr Murdoch had read out was referenced in the archivist's notes, but the content of it was unknown until today and it had been useful. A legal opinion could be sought, but that could be a complex matter and the current situation was working well. The officer recommendations were about formalising the status quo.
- It was also noted that there was nothing in the correspondence provided by the archivist that suggested there was ever a challenge to the club's view that it owned the ramps.
- On the matter of public access to the ramps, Mr Murdoch noted that non-members were not usually let in. When asked specifically whether non-members could have access, Mr Murdoch noted that it may be something the club would have to look at further down the track.

RESOLVED
HAC 2019/007

Cr Jim Hopkins / Deputy Mayor Melanie Tavendale

That the Harbour Area Committee recommends:

That Council:

1. Confirms that the North Otago Yacht and Powerboat Club own the two boat ramps beside the slipway in the Oamaru Harbour; and
2. Transfers the resource consents for the operation of the ramps to the North Otago Yacht and Powerboat Club.

CARRIED

There being no further business, the Chairman declared the meeting closed at 9.56am.

TO BE CONFIRMED at the Harbour Area Committee Meeting to be held on the 16th day of April 2019 in the Council Chamber, Office of the Waitaki District Council, 20 Thames Street, Oamaru.

Chairman

Harbour Area Committee Report

From Assets Group Manager

Date 16 April 2019

Oamaru HarbOUR Space Masterplan ILM Update

Recommendation

That the Harbour Area Committee endorses the Investment Logic Mapping (ILM) for the Oamaru HarbOUR Space Masterplan that was agreed at the ILM Workshops held on 1 and 2 April 2019.

Objective of the Decision

To enable the project to continue by endorsing the ILM that emanated from the ILM workshops of 1 and 2 April, given its critical role in developing the next steps in the Masterplan process.

Decision-Making Expectations

Governance Decision-Making: Endorse ILM.

Operational Decision-Making: Update document and publish.

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

Background

Oamaru HarbOUR Space Masterplan Investment Logic Mapping (ILM) workshops were held on 1 and 2 April. ILM workshops support the Business Case process to develop the solution by clarifying the problems and the benefits. An ILM aims to communicate the complete investment story on a single page using language and concepts that are understandable to anyone.

Vision and Key Outcomes of the Oamaru HarbOUR Space Masterplan ILM Workshops

- Identify and agree on the problems currently facing the Harbour
- Identify and agree on the benefits / outcomes sought from the Masterplan
- Understand the Key Performance Indicators (KPIs) that will allow for measures of success
- Confirm the ILM
- Begin work to understand the options and interventions that are available to address the problems identified in the ILM.

The workshops were attended by a broad range of informed participants, including:

Attendees

Standing Members of the Harbour Area Committee	Gary Kircher	Mayor
	Melanie Tavendale	Deputy Mayor
	Jim Hopkins	Councillor
	Jeremy Holding	Councillor
	Guy Percival	Councillor
	Colin Wollstein	Councillors
Additional Committee Members for the purposes of developing the Oamaru HarbOUR Space Masterplan	Kevin Murdoch	North Otago Yacht and Powerboat Club
	Graeme Clark	Oamaru Whitestone Civic Trust
	Philippa Agnew	Oamaru Blue Penguin Colony
	George Kelcher	Chamber of Commerce
Informed Participants	Bruce Comfort	
	Caitriona Prunty	Friends of the Harbour
	Steve Rushbrook	Otago Regional Council Harbour Master
	Ken McKeown	McKeown Group
	Murray Linwood	Oamaru Multisport Club
	Harry Andrew	Oamaru Steam and Rail
	Ellyse Gore	Otago Regional Council Natural Hazards Analyst
	Lisa Smith	Tourism Waitaki
	James Glucksman	Waitaki Tourism Association
	Gerard Quinn	WDC Economic Development Manager
	Heather Bauchop	WDC Heritage Advisor
Facilitators and Technical Experts	Edward Guy	Rationale
	Jimmy Sygrove	Rationale
	Henry Crothers	Landlab
	Morgan Jones	Vero
	Courtney Groundwater	Abley

Various Council officers also attended the session as observers.

The ILM will also be shared with the group above for their information and comment. It is important that the ILM is endorsed at this meeting so that the project can meet the timelines requested by Council. The vision for the ILM is a working one and is not the final vision for the project. It will be refined as the process continues.

Summary of Options Considered

Option 1 – Endorse the ILM (recommended)

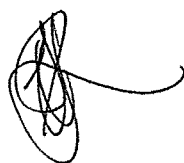
This option will enable the project to continue and the next steps to be developed.

Option 2 – Make amendments to the ILM

This option will enable changes to be made to the ILM, but may delay timings, depending on the nature of changes required.

Conclusion

Endorsing the ILM will mean that the Masterplan process can remain on schedule as per the anticipated timeline.

A handwritten signature in black ink, consisting of a series of loops and a long horizontal stroke extending to the right.

Neil Jorgensen
Assets Group Manager

Attachments

Additional decision-making considerations
ILM version 1.1 (from workshops 1 and 2 April 2019)

Additional Decision-Making Considerations

The following matters have been considered in making the decisions.

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

Policy and Plan Considerations

2011 Harbour Strategy

Community Views

HarbOUR Space pre-consultation material is available on the Council website.

Publicity and Communication Considerations

Various snapshots of the workshops have been communicated with the community, mainly through social media. The ILM will be available on the website once approved.

Waitaki District Council

Oamaru Harbour

Delivering benefits for all while protecting and enhancing what makes the harbour area special.

INVESTMENT LOGIC MAP

Program

PROBLEM

BENEFIT

STRATEGIC RESPONSE

