

Agenda

**Notice is hereby given of
an Environmental Services and Finance
Committee Meeting**

Tuesday 30 July 2019

To follow the Community Services and Development
Committee

Council Chamber
Waimate District Council
125 Queen Street
Waimate

www.waimatedc.govt.nz

Notice is hereby given that a meeting of the Environmental Services and Finance Committee will be held in the Council Chamber, Waimate District Council, 125 Queen Street, Waimate, on Tuesday 30 July 2019, to follow the Community Services and Development Committee.

Committee Membership

| | |
|----------------|--------------------|
| Sharyn Cain | Chairperson |
| Jakki Guilford | Deputy Chairperson |
| Craig Rowley | Mayor |
| David Anderson | Councillor |
| Peter Collins | Councillor |
| Miriam Morton | Councillor |
| Tom O'Connor | Councillor |
| David Owen | Council Rep |
| Sheila Paul | Councillor |

Quorum – no less than five members

Significance Consideration

Evaluation: Council officers, in preparing these reports have had regard to Council's Significance and Engagement Policy. Council and Committee members will make the final assessment on whether the subject under consideration is to be regarded as being significant or not. Unless Council or Committee explicitly determines that the subject under consideration is to be deemed significant then the subject will be deemed as not being significant.

Decision Making

The Council, in considering each matter, must be:

- i. Satisfied that it has sufficient information about the practicable options and their benefits, costs and impacts, bearing in mind the significance of the decision;
- ii. Satisfied that it knows enough about and will give adequate consideration to the views and preferences of affected and interested parties bearing in mind the significance of the decisions to be made.

Stuart Duncan
Chief Executive

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OPENING

1 PUBLIC FORUM

There is no Public Forum at this meeting.

2 APOLOGIES

3 VISITORS

4 CONFLICTS OF INTEREST

As per the Local Authorities (Members' Interests) Act 1968 (as below), the Chair will enquire if there are any Conflicts of Interest to be declared on any item on the agenda, and if so, for any member to declare this interest.

Local Authorities (Members' Interests) Act 1968

Councillors are reminded that if they have a pecuniary interest in any item on the agenda, then they must declare this interest and refrain from discussing or voting on this item and are advised to withdraw from the meeting table.

5 IDENTIFICATION OF MAJOR (URGENT) OR MINOR ITEMS NOT ON THE AGENDA

1. The Chair will call for any major (urgent business) or minor items not on the agenda to be raised according to Standing Orders, as below:

a. Standing Orders 3.7.5 – Major Items

An item not on the agenda for a meeting may be dealt with at the meeting if the local authority by resolution so decides, and the presiding member explains at the meeting at a time when it is open to the public –

- i. The reason why the item was not listed on the agenda; and
- ii. The reason why discussion of the item cannot be delayed until a subsequent meeting.

b. Standing Orders 3.7.6 – Minor Items

An item not on the agenda for a meeting may be dealt with at the meeting if –

- i. That item is a minor matter relating to the general business of the local authority; and
- ii. The presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
- iii. No resolution, decision, or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.

MINUTES

6 CONFIRMATION OF MINUTES

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| 6.1 MINUTES OF THE ENVIRONMENTAL SERVICES AND FINANCE COMMITTEE MEETING HELD ON 4 JUNE 2019 |
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Author: Karalyn Reid, Committee Secretary and PA to the Mayor

Authoriser: Tina Stevenson, Corporate Services Group Manager

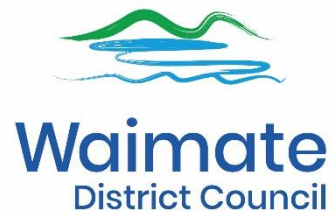
Attachments: 1. Minutes of the Environmental Services and Finance Committee
Meeting held on 4 June 2019

PURPOSE

To present the unconfirmed Minutes of the Environmental Services and Finance Committee Meeting held on 4 June 2019 for confirmation.

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| RECOMMENDATION |
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| That the Minutes of the Environmental Services and Finance Committee Meeting held on 4 June 2019 be received and the recommendations therein be adopted. |
|--|



MINUTES

Environmental Services and Finance Committee Meeting

4 June 2019

**MINUTES OF WAIMATE DISTRICT COUNCIL
ENVIRONMENTAL SERVICES AND FINANCE COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBER, WAIMATE DISTRICT COUNCIL, 125 QUEEN STREET,
WAIMATE ON TUESDAY 4 JUNE 2019, COMMENCING AT 9.30AM**

PRESENT: Chair Sharyn Cain, Cr Jakki Guilford, Mayor Craig Rowley, Cr David Anderson, Cr Peter Collins, Cr Miriam Morton, Cr Tom O'Connor, Cr Sheila Paul

ABSENCE: Cr David Owen

IN ATTENDANCE: Stuart Duncan (Chief Executive), Paul Cooper (Regulatory and Compliance Group Manager), Carolyn Johns (Community and Strategy Group Manager), Michelle Jones (Executive Support Manager), Dan Mitchell (Asset Group Manager), Tina Stevenson (Corporate Services Group Manager), Melissa Thomson (Accountant), Karalyn Reid (Committee Secretary)

OPENING

1 PUBLIC FORUM

There were no members of the public attending the Public Forum

2 APOLOGIES

Nil

3 VISITORS

Nil

4 CONFLICTS OF INTEREST

Nil

5 IDENTIFICATION OF MAJOR (URGENT) OR MINOR ITEMS NOT ON THE AGENDA

Nil

MINUTES

6 CONFIRMATION OF MINUTES

6.1 MINUTES OF THE ENVIRONMENTAL SERVICES AND FINANCE COMMITTEE MEETING HELD ON 30 APRIL 2019

COMMITTEE RESOLUTION 2019/40

Moved: Cr Jakki Guilford

Seconded: Mayor Craig Rowley

That the Minutes of the Environmental Services and Finance Committee Meeting held on 30 April 2019 be accepted as a true and correct record.

CARRIED

7 RECEIPT OF MINUTES

7.1 MINUTES OF THE WAIMATE COMMUNITY ANZAC GROUP COMMITTEE MEETING HELD ON 16 APRIL 2019

COMMITTEE RESOLUTION 2019/41

Moved: Cr David Anderson

Seconded: Cr Peter Collins

That the confirmed minutes of the Waimate Community ANZAC Group Committee Meeting held on 16 April 2019 be received.

CARRIED

REPORTS

8 CORPORATE SERVICES GROUP REPORT

8.1 FINANCE REPORT - FOR THE 10 MONTHS ENDED 30 APRIL 2019

COMMITTEE RESOLUTION 2019/42

Moved: Cr Jakki Guilford

Seconded: Cr Miriam Morton

That the Finance Report for the 10 months ended 30 April 2019 be accepted.

CARRIED

Note:

The Committee asked that preliminary information with costings on public toilets, in particular in relation to modular toilets, be brought to a Council workshop.

PUBLIC EXCLUDED

9 EXCLUSION OF THE PUBLIC REPORT

RESOLUTION TO EXCLUDE THE PUBLIC

COMMITTEE RESOLUTION 2019/43

Moved: Cr Jakki Guilford

Seconded: Cr Tom O'Connor

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 |
|---|---|---|
|---|---|---|

| | | |
|--|---|--|
| 9.1 - Public Excluded Minutes of the Environmental Services and Finance Committee Meeting held on 30 April 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 |
| 9.2 - Alpine Energy Shareholders Report - March 2019 | <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> | 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

10 RE-ADMITTANCE OF THE PUBLIC REPORT

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| <p>COMMITTEE RESOLUTION 2019/44</p> <p>Moved: Cr Miriam Morton</p> <p>Seconded: Cr Jakki Guilford</p> <p>That Council moves out of Closed Council into Open Council.</p> <p style="text-align: right;">CARRIED</p> |
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MEETING CLOSURE

There being no further business, the Chair closed the meeting at 9.55am.

The minutes of this meeting are to be confirmed at the Environmental Services and Finance Committee Meeting scheduled on 30 July 2019.

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CHAIRPERSON

7 RECEIPT OF MINUTES

7.1 RECEIPT OF MINUTES - ORARI-TEMUKA-OPIHI-PAREORA ZONE COMMITTEE

Author: Karalyn Reid, Committee Secretary and PA to the Mayor

Authoriser: Tina Stevenson, Corporate Services Group Manager

Attachments: 1. Minutes OTOP Zone Committee - 10 June 2019  

PURPOSE

That the confirmed Minutes of the Orari-Temuka-Opihi-Pareora Zone Committee Meeting held on 10 June 2019 are presented for the information of the Environmental Services and Finance Committee.

RECOMMENDATION

That the confirmed Minutes of the Orari-Temuka-Opihi-Pareora Zone Committee Meeting held on 10 June 2019 are received.

MINUTES

Orari-Temuka-Opihi-Pareora Water Zone
Committee Meeting
Monday, 10 June 2019

**Minutes of the Orari-Temuka-Opihi-Pareora Water Zone Committee Meeting
held in Meeting Room 1, Council Building, King George Place, Timaru
on Monday, 10 June 2019 at 1pm**

Present: Herstatt Ulrich (Acting Chairperson), Lucy Millar, Luke Reihana, Mark Webb, Cr Lan Pham, Cr Anne Munro, Cr Richard Lyon, Glen Smith, Phil Driver, John Henry

In Attendance: Facilitator (Lesley Woudberg), John Benn (Department of Conservation)

1 Karakia

John Henry opened the meeting with a karakia.

2 Apologies

Committee Resolution 2019/1

Moved: Mr Mark Webb

Seconded: Mr John Henry

That the apologies from Hamish McFarlane, Clr David Anderson, and Sue Eddington be accepted.

Carried

2 Identification of Items of Urgent Business

Phil Driver tabled an email on the possibility of expanding the Terms of Reference for the OTOP Committee and the Regional Committee. The issue will be considered later in the meeting

3 Identification of Matters of a Minor Nature

Phil Driver raised the issue of how the water zone committee's success will be judged and how success will be measured. He has emailed Environment Canterbury's Chief Executive and is awaiting a reply.

4 Declaration of Conflicts of Interest

There were no conflicts of interest declared.

5 Community Forum

John Benn of the Department of Conservation, alerted the Committee to an incident in Christchurch, where weed clearance had resulted in eels being removed from the stream and unfortunately left to die. While there are rules in place around drainage clearance, there is not the same regulation around weed clearance. DOC wants to raise awareness around the correct process for weed clearance which would ideally involve advisors to be on hand to protect fish life during clearing. Cllr Lan Pham advised that ECan is aware of the issue and steps are being taken to prevent an incident such as the Christchurch one, occurring again. There was discussion about whether Plan Change 7 will or will not have rules to cover such situations.

It was agreed that the weed clearance issue be discussed later in the meeting as an item for education through the media.

5 Chairperson's Report

There was no Chairperson's report, due to the Chairperson being absent.

6 Reports

6.1 Confirmation of Minutes

Committee Resolution 2019/2

Moved: Mr Phil Driver

Seconded: Mr Mark Webb

That the minutes of the Orari-Temuka-Opihi-Pareora Water Zone Committee meeting held on 6 May 2019 be confirmed as a true and correct record.

Carried

6.2 Correspondence from Waimate District Council - Annual Report

The Committee considered a letter from the Waimate District Council on the OTOP Annual Report presentation.

Committee Resolution 2019/3

Moved: Mr Herstatt Ulrich

Seconded: Cllr Lan Pham

That the letter be received and noted.

Carried

6.3 Facilitator's Report

The Committee considered the Facilitator's report. The Facilitator highlighted upcoming events of note including the catchment group workshop, the establishment of biodiversity groups, aquavan visit and the Committee's priorities for the next 12 months.

Biodiversity Groups - Biodiversity groups are intended to replace the numerous Pest Management Groups, with four biodiversity groups planned – South Canterbury, Mid Canterbury, North

Canterbury and Christchurch/Banks Peninsula – to address changing needs, respond to threats, and with some funding flexibility to tackle pest issues. It is hoped that biodiversity champions will come forward to be on these groups.

Priorities – two incorporated societies have so far been formed – for the Temuka catchment and for the Pareora catchment. It was suggested that work could begin on identifying, protecting and enhancing springs – linking in with willing landowners to protect and enhance springs. The Zone Committee could have a role to play in working with willing landowners, to provide a bridge between Rūnanga and agencies to undertake 2-3 pilot projects. This could start with a stream-walk to identify any stock access, bank collapse, drains contributing sediment, and/or riparian planting needed. Utilising existing catchment groups could be an effective way of undertaking the project and also providing appropriate work for the catchment groups who are motivated to make a difference in their catchments.

Related to the spring enhancement issue, is the situation of no stopbank on the south side of the Temuka River which results in access to the marae and neighbouring lands being cut off in times of flood. If a south side stopbank is erected, the north bank would have to be moved north. Cllr Lan Pham agreed to find out where ECan currently stands on the stopbank issue.

Discussion on the priorities for the Committee lead into discussion on the need to have a strategy session at the next meeting setting aside time to work through and agree on what OTOP will focus on.

Recommendation

That the Facilitator's Report be noted and a strategy session be scheduled for the next meeting.

6.4 Regional Committee Report

Phil Driver, OTOP's representative on the Regional Committee, gave a verbal report on the main meeting and strategy meeting he had attended. He feels still somewhat unclear as to what the Regional Committee is achieving. He shared his concerns and sought direction as to what OTOP would like him to feed back to the Regional Committee. The Committee agreed that the Regional Committee could be advised as to where OTOP is at in terms of the plan change process and the signing off of the ZIPA.

It was pointed out that the Committee is not completely dependent on the plan change as there are issues that can be worked on outside of the statutory matters, in order to assist on the ground actions.

The issue can be further discussed at the workshop following the meeting.

Recommendation

The report was noted.

6.5 Matters for the Media

The Committee reflected on matters discussed at the meeting and agreed that the weed clearance issue could be a suitable topic to share through the media to create more awareness on how to avoid any harmful effects of weed clearance along the lines of advising that it is important to seek advice before embarking on weed clearance and drainage cleaning.

7 Immediate Steps Programme - Reporting Back

Feedback on progress with the various projects approved by the Committee under the Immediate Steps Programme was discussed. The Committee requested a report on progress with each approved project (brief summary and photo).

A request was also made for applications to be presented to the Committee at an earlier stage than in the past.

8 Consideration of Urgent Business –Possible Expansion of Terms of Reference

The Committee considered the tabled papers from Phil Driver regarding the possibility of broadening the Terms of Reference for the Committee and the scope of its activity to encompass climate change.

The Facilitator provided context for handling such issues within the Zone Committee structure, reminding the Committee that it is a joint committee of four Councils, formed 10 years ago with Terms of Reference, to take on the task of implementing the CWMS (vision, principles and targets) in the OTOP Zone. This is the task members agreed they wished to take on when they applied and were appointed to the Zone Committee.

It was agreed that the issue be part of the strategy discussion at next month's meeting. Should it be agreed to expand the Committee's role, a proposal would then have to be submitted to the four councils and then if approved, it would have to be submitted to the mayoral forum.

9 Consideration of Minor Nature Matters

There were no minor nature matters for discussion.

The Meeting closed at 2.23pm.

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Chairperson

| | |
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| 7.2 | MINUTES OF THE LOWER WAITAKI SOUTH COASTAL CANTERBURY ZONE COMMITTEE MEETING HELD ON 17 APRIL 2019 |
|------------|---|

Author: Karalyn Reid, Committee Secretary and PA to the Mayor

Authoriser: Tina Stevenson, Corporate Services Group Manager

Attachments: 1. Minutes of the Lower Waitaki South Coastal Canterbury Zone
Committee Meeting held on 17 April 2019

PURPOSE

For the confirmed minutes of the Lower Waitaki South Coastal Canterbury Zone Committee Meeting held on 17 April 2019 be presented for the information of the Environmental Services and Finance Committee.

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| RECOMMENDATION |
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| That the confirmed minutes of the Lower Waitaki South Coastal Canterbury Zone Committee Meeting held on 17 April 2019 be received. |
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MINUTES

Lower Waitaki South Coastal Canterbury Zone Committee Meeting

17 April 2019

**MINUTES OF THE LOWER WAITAKI SOUTH COASTAL CANTERBURY ZONE COMMITTEE
MEETING HELD AT THE WAIMATE EVENT CENTRE, 15 PAUL STREET, WAIMATE
ON WEDNESDAY 17 APRIL 2019, COMMENCING AT 1.30PM**

PRESENT: Chair Kate White, Emily Anderson, Suzanne Eddington, Sandra Hampstead-Tipene, Cr Jeremy Holding, Barney Hoskins, Daniel Isbister, Bruce Murphy, Brent Packman, Jared Ross, Cr Peter Scott

APOLOGIES: Kieran Whyte, Cr Jakki Guilford

IN ATTENDANCE: Zone Committee Facilitator Dave Moore, ECan staff: Anna Morrow, Matt Dodson, Dennis Jamieson, Steve Thomas, Hannah Duncan

NIWA Dr MS Srinivasan, Kurow Duntroon Irrigation Collective Chair Geoff Keeling, Babbage Consultants Ltd (Oceania Dairy) Lobo Coutinho

Karalyn Reid (Committee Secretary)

OPENING

Chair Kate Scott welcomed members to the meeting and Cr Peter Scott opened the meeting with a karakia.

1 APOLOGIES

APOLOGIES

COMMITTEE RESOLUTION 2019/6

Moved: Cr Jeremy Holding

Seconded: Member Suzanne Eddington

That apologies from Kieran Whyte and Cr Jakki Guilford be received and accepted.

CARRIED

2 VISITORS

Nil

3 CONFLICTS OF INTEREST

There are no changes to the Declarations of Interest Register.

MINUTES

4 CONFIRMATION OF MINUTES

**4.1 MINUTES OF THE LOWER WAITAKI SOUTH COASTAL CANTERBURY ZONE
COMMITTEE MEETING HELD ON 20 MARCH 2019**

COMMITTEE RESOLUTION 2019/7

Moved: Member Bruce Murphy

Seconded: Member Jared Ross

That the Minutes of the Lower Waitaki South Coastal Canterbury Zone Committee Meeting held on 20 March 2019 be accepted as a true and correct record.

CARRIED

REPORTS

5 GENERAL BUSINESS

5.1 TE REO ORDS

Suzanne explained the words of greeting outlined in the agenda.

5.2 FACILITATOR'S UPDATE

Wainono Augmentation Update

Dave stated he had been unable to progress this due to other work commitments. However, Dennis Jamieson spoke to the Committee about the process of preparing an issues and options paper on Wainono Augmentation. Reassessment work is currently being undertaken to work out the next logical steps now that Hunter Downs Irrigation has been ruled out. Dave will also talk to Judith Earl-Goulet and Chris Eccleston to find out the progress of the work being done around protocols on opening the Waihao Box.

5.3 IMPROVING FARMING PRACTICES ON HILLSLOPE LANDSCAPES PROJECT

The Committee received a presentation on Improving Farming Practices on Hillslope Landscapes Project and provided feedback on other stakeholders that could be involved, useful approaches and suitable technology.

The Committee asked to receive updates on progress.

5.4 KUROW DUNTROON IRRIGATION COMPANY

The Committee received a presentation from Chair Geoff Keeling on the background of the scheme, and their expansion project. The Committee was particularly interested in the environmental benefits of the project and may in future visit the scheme.

5.5 OCEANIA DAIRY EXPANSION AND PROPOSED OCEAN OUTFALL

The Committee received a presentation from Lobo Coutinho, Babbage Consultants Ltd on expansion plans and plans for an ocean outfall for treated factory wastewater.

A discussion was held on the short timeline on the Action Plan, the need for consultation, especially with the local Rūnanga and Ngai Tahu.

MEETING CLOSURE

There being no further business, the Chair closed the meeting at 3.30pm and Cr Peter Scott closed the meeting with a karakia.

The minutes of this meeting are to be confirmed at the Lower Waitaki South Coastal Canterbury Zone Committee Meeting scheduled on 15 May 2019.

Note: The next formal meeting is scheduled on 17 July 2019.

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CHAIRPERSON

REPORTS

8 REGULATORY AND COMPLIANCE GROUP REPORT

8.1 REGULATORY AND COMPLIANCE GROUP REPORT

Author: Paul Cooper, Regulatory and Compliance Group Manager

Authoriser: Paul Cooper, Regulatory and Compliance Group Manager

Attachments: 1. Project Report [↓](#) 

PURPOSE

1. To provide updates on the Regulatory and Compliance Group activities.

HIGHLIGHTS

Health Contract

2. The contract arrangement with our neighbouring Council is working well, with complaints in relation to environmental health and food safety being followed up appropriately in a timely fashion.

Civil Defence

Risk Reduction

Community

3. A Community meeting was held for Cannington and Maungati with our EMO and Community Representatives to discuss the review of the Community Response Plan. Updates required for the plan, which will be completed, printed and distributed to each household in the area.
4. Our EMO contacted all of the Lead Community Representatives in our Civil Defence Areas to introduce herself and discuss any issues and also to gain an understanding of the needs of each area.

Training

5. From 17 to 21 June Emergency Operations Centre Level 3 training days were held in Timaru and thirteen staff members attended together with our volunteer Controller Mike Downes.
6. On 20 and 21 May, Emergency Operations Centre Level 2 training was held in Ashburton. Four staff members and our volunteer Controller attended.

Meetings

7. On 11 April, the Controllers Forum was held in Christchurch, attended by Paul Cooper, Carolyn Johns, Stuart Duncan, Mike Downes and our Emergency Management Officer (EMO).
8. On 29 April, the Recovery Forum was held in Christchurch, attended by our EMO.
9. On 8 May, the Welfare Forum was held in Christchurch. Our Emergency Management Officer (EMO) together with the Welfare Manager (Jill Wilson) attended.
10. On 17 May, Selwyn District Council held their Civil Defence Exercise (Exercise Kowhai), our EMO attended to both learn from their exercise as well as give feedback.
11. On 10 and 11 June, the EMO Forum was held in Hanmer Springs, attended by our EMO.
12. On 13 June, the South Canterbury Civil Defence Emergency Management Coordinating Committee met in Timaru. This was attended by Paul Cooper, Carolyn Johns, Mike our EMO) together with the attended.

13. On 14 June, the South Canterbury Rural Support Trust AGM was held in Timaru. Our EMO attended.

Readiness

Community

14. Our EMO gave a presentation to two year 7 classes at Waimate High School around natural hazards and preparedness as a part of their social sciences project. The presentation was well received and the kids engaged both with the topic and the speaker.

Relationship Building (External)

15. Our Regulatory and Compliance Group Manager and EMO met with Paul Lloyd from Meridian in Twizel to discuss the Waitaki, Aviemore and Benmore dams and their emergency management plans and processes.
16. Our EMO continued to build relationships by meeting with bordering district Emergency Management Officers in Waitaki and Timaru. She also met with the local Fire Emergency New Zealand and St John staff.
17. Our EMO met with several ECAN flood controllers and toured their flood control room as well as meeting with their Senior Natural Hazards scientist.
18. A meeting with Chair of the Rural Support Trust (RST) was arranged to discuss an RST Liaison in the EOC in the event of an emergency affecting our rural areas. The meeting went well and it is hoped this will build good working relationship for the future.

Logistics

19. Generator checks were completed (May and June)
20. Weekly ECAN and Timaru DC radio checks completed (records kept in Front Office)
21. Community Rep quarterly radio checks completed (June)

Overall

22. A prioritisation of Civil Defence work was undertaken, which highlighted the key pieces of work to be completed, including Community Response Plans, Initial Action Plans, EOC Plan/Manual, Contacts Database and Local Welfare Plan. These pieces of work have begun and will continue to be worked on.

Resource Management

23. Review of Resource Management Act:

On 24 July 2019, the Minister for the Environment announced that a comprehensive review/overhaul of the whole resource management system is to be undertaken. The RMA has been in effect since 1991 and has been reviewed at various times by previous governments. This proposed review will build on current government work priorities across urban development, climate change, and freshwater and other wider projects being led by various external groups.

24. Ministry for The Environment Update:

The Ministry have a number of planning documents currently out for consultation and implementation and this number will increase. Currently, MfE are trying to coordinate the consultation to the National Planning Statements on Urban Development Capacity, Freshwater Management, and Highly Productive Land. In addition, the NZ Biodiversity Strategy Discussion Document is scheduled to be released in July 2019, which has delayed the release of the Discussion Document for the NPS on Indigenous Biodiversity to the end of the year. For planning matters affecting the Waimate District, we have tended to contribute to joint regional submissions rather than individual Council submissions due to time constraints and resources. However, while there are benefits in supporting regional inputs (especially

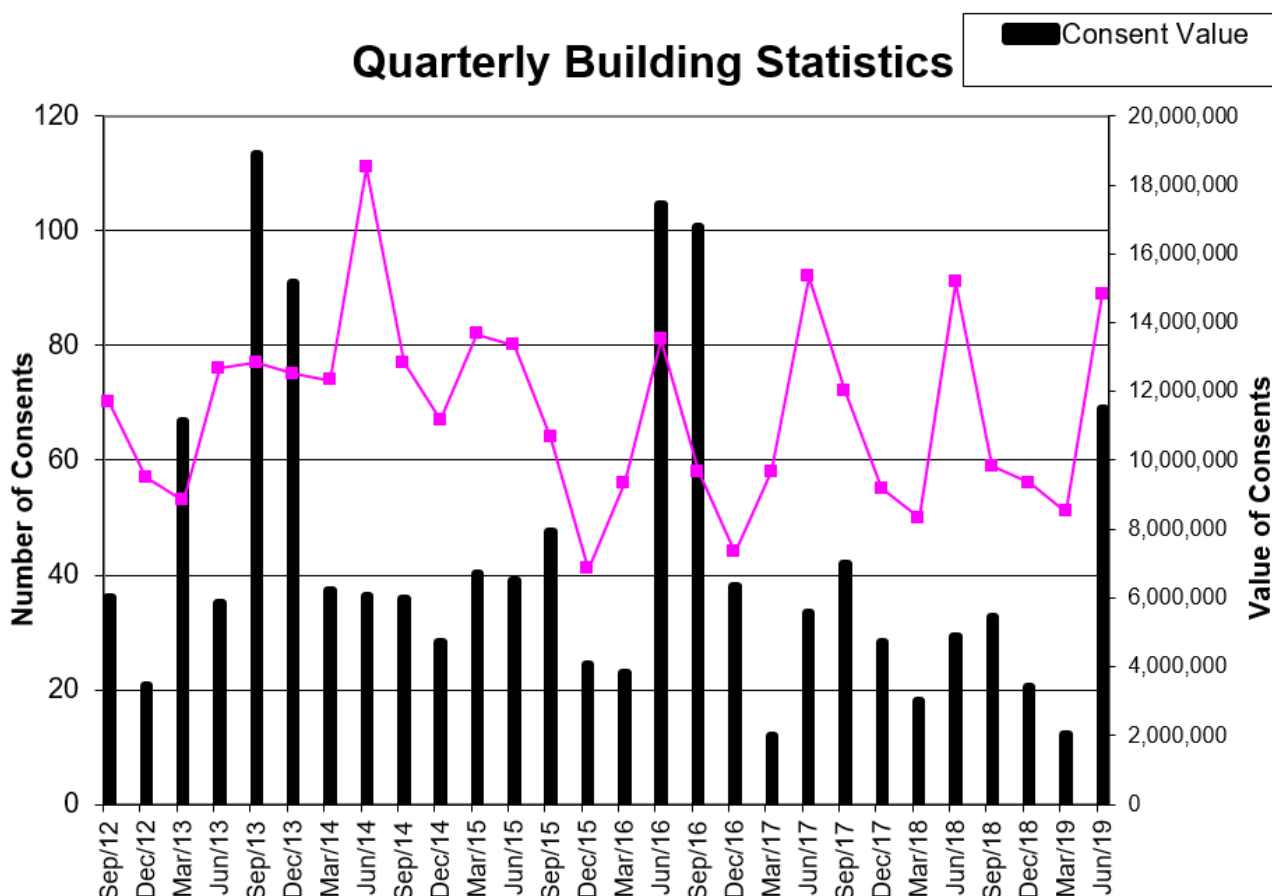
there is value in having a regional response to the NZ Biodiversity Strategy Discussion Document), there may be occasions where Council may wish to also include an individual submission (such as the Zero Carbon Bill). We monitor these planning documents to ascertain the appropriate type of response, if required.

25. The following four resource consents have been granted under delegated authority for the 1 April – 30 June 2019 quarter:

| | | |
|----------|---|----------|
| RM190006 | Subdivision: Create 4 residential lots Vico Investments Limited 243 High Street, Waimate <i>Processing Days = 19 out of 20</i> | 29/04/19 |
| RM190009 | Deemed Permitted Boundary Activity: Locate dwelling extension within 20m rural setback from neighbours boundary KA Meager 9 Dog Kennel Road <i>Processing Days = 8 out of 10 (fast track)</i> | 07/06/19 |
| RM190007 | Subdivision: Variation to RM140047 & RM150024 – Create 3 rural lots BR White 409 Elephant Hill Road, Waihao Downs <i>Processing Days = 6 out of 20</i> | 12/06/19 |
| RM90012 | Land Use: Erect shed within 7.5m rural setback from road boundary MJF & CJ Hurst 595 Mill Road, Waimate <i>Processing Days = 4 out of 20</i> | 12/06/19 |

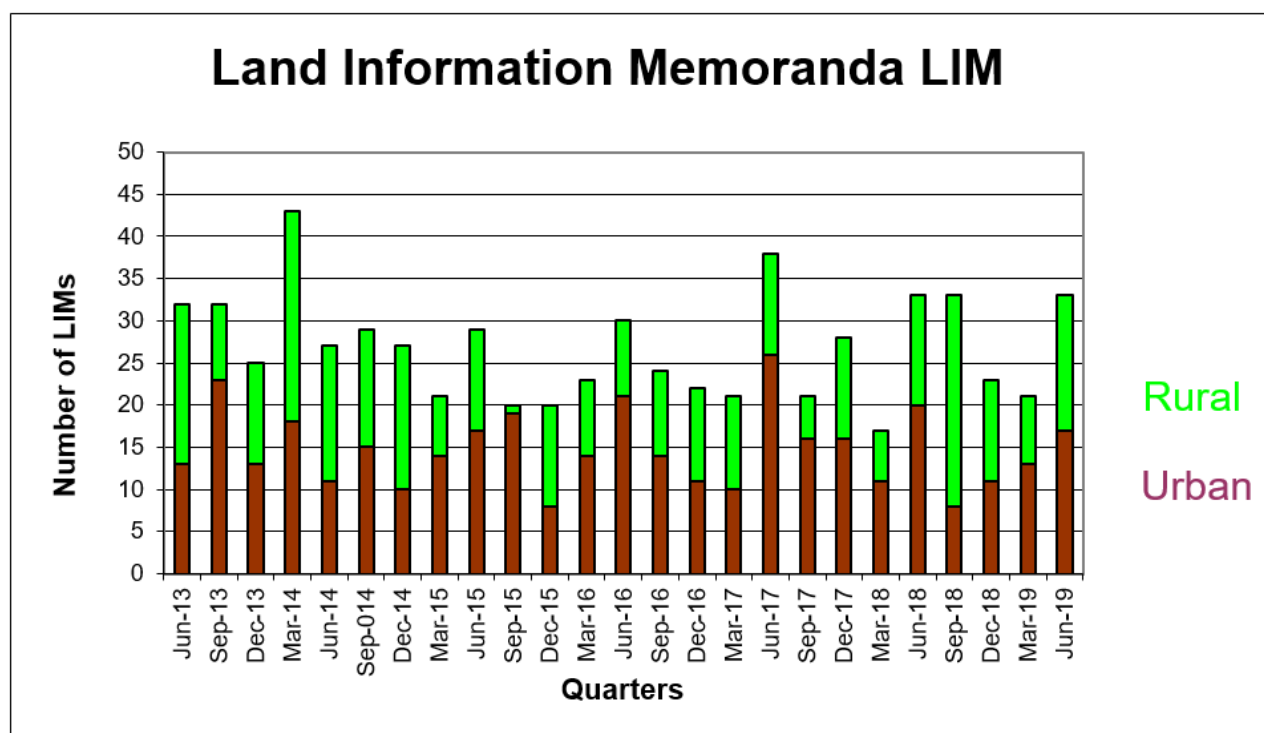
Building Control

26. Toward the end of the reporting period, our Building Consents Authority received its two yearly assessment by IANZ. It is a credit to the Building Control Manager and his team that the BCA came through the assessment relatively well, receiving praise from the auditor in relation to the performance of the BCA. At the time of writing, there are a moderate number of general non-compliances (GNC's) that once cleared, will secure our accreditation for a further two years. The great majority of the GNC's are of a minor administrative nature.
27. 89 building consents were issued for the period 1 January-31 March 2019 with a value of \$11,511,624 (2018 for the same period was 91 building consents with a value of \$4,889,550).
28. The number of consents this year is similar to this time last year, but it should be noted that a number of the consents have been of a complex nature. This has required considerable input from suitably qualified experts outside of the organisation and has taken more staff time than the ordinary consents process for more typical consent applications.



Land Information Memoranda (LIM)

29. 33 LIM Reports were issued for the period 1 April - 30 June 2019. These related to 17 urban and 16 rural properties.



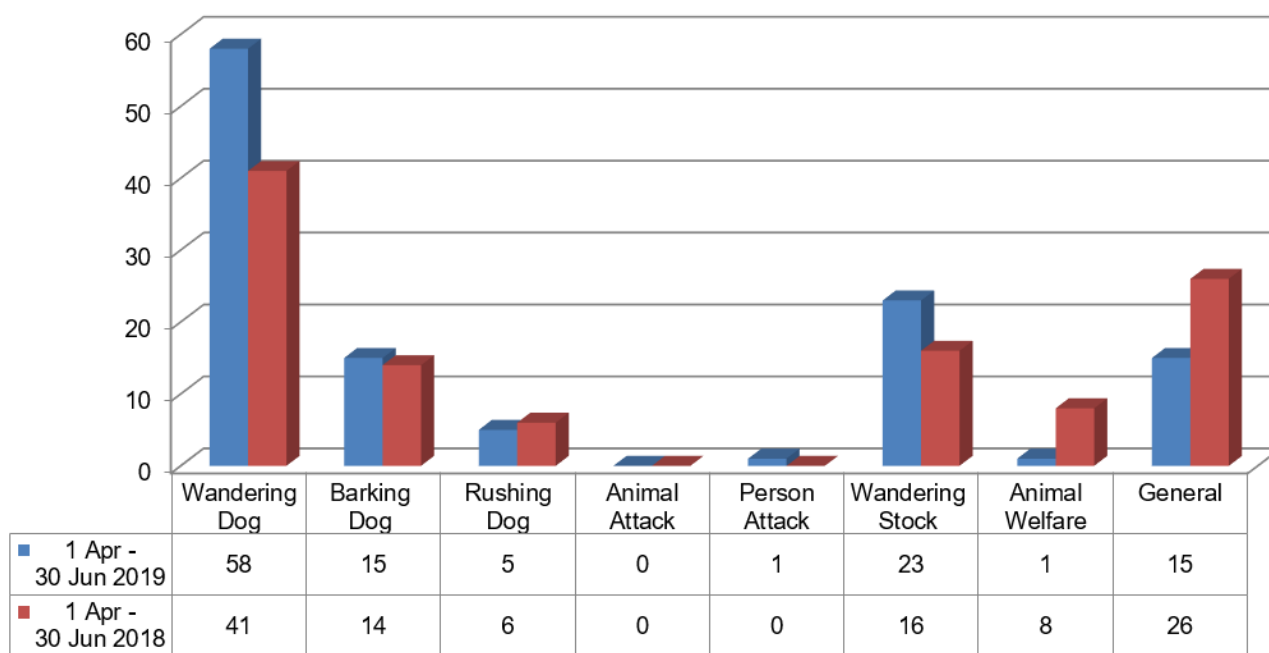
Dog and Animal Management

Dog Registration

30. The Dog registrations for the period 1 April-30 June 2019 and the 2018 comparison are as follows:

| Month | 2019 | | | 2018 | | |
|-------|-----------------|-------------------|-------------------------------|-----------------|-------------------|-------------------------------|
| | Registered dogs | Unregistered dogs | Owners with unregistered dogs | Registered dogs | Unregistered dogs | Owners with unregistered dogs |
| April | 2904 | 5 | 4 | 2862 | 10 | 8 |
| May | 2905 | 0 | 1 | 2866 | 9 | 8 |
| June | 1175 | 1725 | 806 | 852 | 1995 | 964 |

31. Dog and Animal Control Corrective Action Requests (CARs) 1 April to 30 June 2019 and the 2018 comparison:



RECOMMENDATION

That the Regulatory and Compliance Group Manager's report is accepted.

Regulatory and Compliance Group Project List

| Financial Year | Project | Project Description | Budget | Spend to Date | % Complete | Status | | Comments / Issues / Risks / Reasons |
|---------------------------------|--|---|---|-----------------|------------|--------|--------|---|
| | | | | | | Time | Budget | |
| Regulatory and Compliance Group | | | | | | | | |
| 2018/19 | Mobile inspections | Introducing new electronic entry of data in the field. Moved to GoGet as a less complex and more efficient solution. Able to be completed from existing budget. | \$40k | \$42,480.00 | 100% | | | Project complete. |
| 2018/19 | GoGet Electronic Processing | To provide electronic access for building consent processes. | TBA | \$18,000.00 | 10% | | | Project started, will continue to progress in 2019/20 year. |
| 2018/19 | Electronic filing of Building Consents | Ability to lodge and pay for building consents online. Anticipate project start July 2019. | TBA | \$0.00 | 10% | | | Anticipate project start July 2019 to align with IANZ Assessment. |
| 2016/18 | Bylaw Review | Undertake a full review of all Bylaws | Internal resources | | 100% | | | Consolidated Bylaws completed 4 December 2018 |
| 2018/19 | Earthquake Prone Building Initial Assessments | Setting up processes and structure to undertake the initial assessments under the new legislation | Internal resources - other costs unknown at this time | \$0.00 | 0% | | | This has not yet started, Waimate is a low risk area. |
| 2017/22 | District Plan Review | 10 year review of District Plan | | \$0.00 | 0% | | | Started conversations with key stakeholders. |
| 2018/19 | Swimming Pool Registration and Monitoring Project | Monitoring of Pools as required by changes to the Building Act | Internal resources | | 10% | | | Register of approximately 180 completed. Next step is to liaise with the community, inspect and register swimming pools, spa pools and hot tubs as per the new requirements of the Act. This will be one of the new Compliance Officer's projects. |
| 2018/19 | Backscanning of recourse consents | Scanning of consent files | Internal resource | | 90% | | | All scanning pre 2017 completed |
| 2017/18 | Backscanning of LIM Reports | 2010-2015 LIM reports to be scanned | Internal resource | \$0.00 | 50% | | | To ensure data is captured to allow for destruction of physical files. All LIMS since that time are electronically filed. |
| 2017/22 | RMA Amendments 18 April 2017 | | | | 100% | | | SCP & Marginal COMPLETED but various other minor projects will come on line. |
| 2016-19 | CDEM Capability Improvements | Resulting from the Ministry's 5 year capability assessment a number of improvements were identified across the organisation. | Internal resource | N/A | 15% | | | No further process on the action plan and implementation of a number of the improvements, however some of the improvements are being undertaken by various managers as part of their normal work and has not been captured against the Capability Improvements Plan. |
| 2018/19 | Waimate CDEM 10 yr Plan | To provide direction and identify local risks to inform CDEM decisions. | | | 5% | | | This plan has identified 33 projects and priorities of work. Work on the top 6 idetified projects has been started. |
| 2017-20 | CDEM Community Response Plans | Provides localised information for each CDEM sector area such as their CDEM community reps, preparedness, response procedures and communication. | \$250 each plan | \$645 (3 plans) | 35% | | | The Cannington/ Maungati, the St Andrews/Southburn/Otaio, and the Makikihi/Hunter/Hook Community Response Plans have been completed and distributed to their households. the The Cannington/ Maungati Plan has been reviewed and updated. Initial talks have started with some community representatives from Studholme/Willowbridge/Morven (completion July 2019). Also working with Cattle Creek/Hakataramea, Glenavy/Ikawai. |
| 2017-19 | CDEM Local Plans: Welfare Plan, Fuel Plan, Tsunami Plan, Recovery Plan, AF8 Plan | To provide information for CDEM responders to the relative areas in the response and recovery phases. | | | 15% | | | The Welfare Plan has not progressed in this quarter as a template is being developed by Group. Initial research commenced for AF8. |

Status Key:

On track with time/budget for completion within the plan year

High risk (budget and/or timeframe)

Some risk (budget and/or timeframe) - highlight issues in comments

Not started/external to Council

9 CORPORATE SERVICES GROUP REPORT

| |
|--|
| 9.1 CORPORATE SERVICES GROUP REPORT |
|--|

Author: Karalyn Reid, Committee Secretary and PA to the Mayor

Authoriser: Tina Stevenson, Corporate Services Group Manager

Attachments: Nil

PURPOSE

The Corporate Services Group Report will be circulated prior to the meeting under separate cover and tabled at the meeting.

| |
|-----------------------|
| RECOMMENDATION |
|-----------------------|

| |
|---|
| That the Corporate Services Group Report is accepted. |
|---|

9.2 FINANCE REPORT - FOR THE 11 MONTHS ENDED 31 MAY 2019

Author: Melissa Thomson, Accountant

Authoriser: Tina Stevenson, Corporate Services Group Manager

Attachments: Nil

PURPOSE

- To present the Finance Report to the Environmental Services and Finance Committee.

**Waimate District Council
Statement of Financial Performance
For the 11 months ended 31 May 2019**

| | Variance Note | Actual \$000 | Year to date Budget \$000 | Variance \$000 | % Var. | Full Year Budget Including carry forwards |
|---|------------------|-----------------|---------------------------------|-------------------|-------------|--|
| Operating Revenue | | | | | | |
| Rates (net of remissions) | | \$ 9,858 | \$ 9,873 | \$ (16) | (0%) | \$ 9,873 |
| Development and Financial Contributions | 3 | 156 | 56 | 100 | 179% | 61 |
| NZ Transport Agency Subsidy | 4 | 3,031 | 2,817 | 215 | 8% | 3,107 |
| Fees and Charges | 5 | 1,022 | 945 | 77 | 8% | 1,015 |
| Interest Revenue | | 77 | 94 | (17) | (18%) | 119 |
| Other Revenue | | 1,899 | 1,847 | 52 | 3% | 2,147 |
| Total Operating Revenue | | 16,043 | 15,632 | 411 | 3% | 16,322 |
| Operating Expenditure | | | | | | |
| Employment Benefit Expenses | 6 | 3,682 | 3,862 | 180 | 5% | 4,213 |
| Depreciation and Amortisation | | 4,360 | 4,387 | 28 | 1% | 4,786 |
| Roading Expenses | 7 | 2,626 | 2,225 | (401) | (18%) | 2,448 |
| Finance Costs | 8 | 96 | 149 | 53 | 36% | 182 |
| Other Expenses | 9 | 3,949 | 4,854 | 904 | 19% | 5,515 |
| Total Operating Expenditure | | 14,713 | 15,477 | 764 | 5% | 17,144 |
| Total Surplus/(Deficit) | | \$ 1,330 | \$ 155 | \$ 1,175 | 758% | \$ (822) |

- For the 11 months ended 31 May 2019, Council recorded a surplus of \$1.33m compared to a budgeted surplus of \$155,000; therefore, Council are tracking \$1.175m favourable to budget.

MAJOR VARIANCES TO BUDGET

- Development and Financial Contributions – A large contribution was received in May for development.
- NZ Transport Agency subsidy income has exceeded budget, mainly due to the timing of capital works and receipt of the emergency works subsidy claim.
- Fees and charges have exceeded budget, mainly due to increased camping revenue at the Waitaki Lakes.
- Employment Benefit Expenses are favourable to budget due to vacant positions and timing of replacements.
- Roading expenses have exceeded budget mainly due to emergency works (May 2019: \$420,291) following large rain events.
- Finance costs are favourable due to increased cash reserves and the timing of capital works.
- Other Expenses are favourable to budget due to reduced consultancy and legal expenditure (\$178,000 favourable), timing of Economic Development and Council Initiatives expenditure (\$130,000 favourable), reduced training and seminar costs (\$77,000 favourable), timing of promotions and rebranding expenditure (\$87,000 favourable), reduced utilities pump, line and operational maintenance (\$87,000 favourable), and general expenses (\$191,000 favourable). As the Annual Plan 2019/20 does not require auditing due to no significant

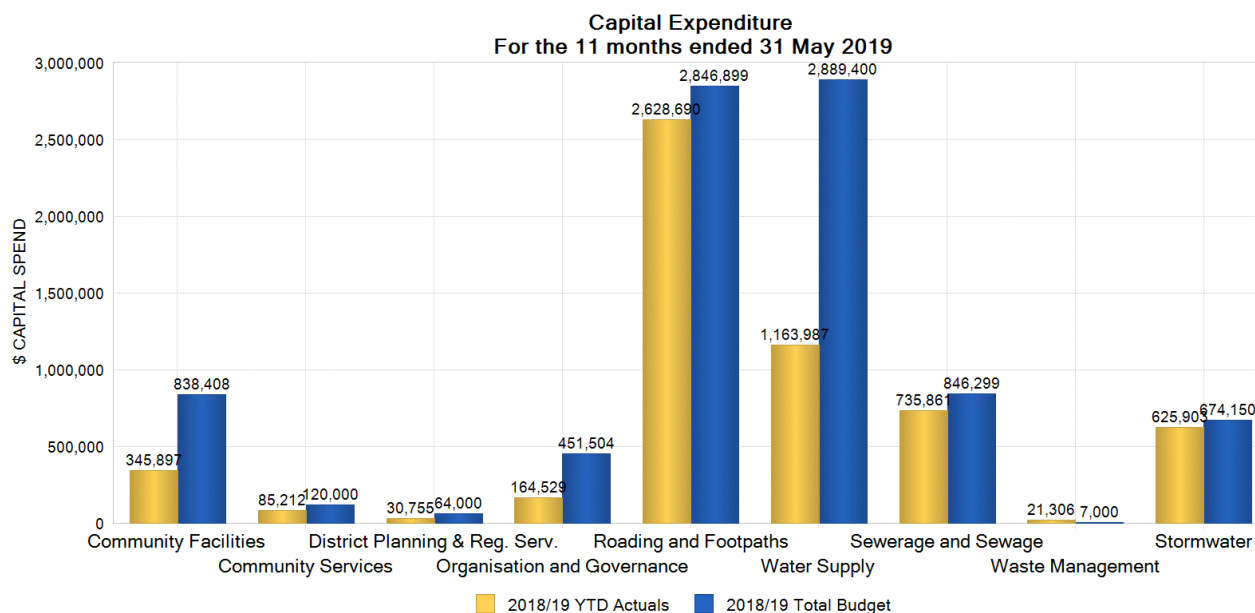
changes from the Long Term Plan 2018-28 and therefore no obligation to consult, the budget provided will not be spent resulting in a favourable variance of \$82,000. Electricity costs are presently showing an unfavourable variance to budget of \$86,000. This is mainly due to an extra invoice to align our electricity charges to contracted prices, dating back to January 2018 that had not previously been accounted for.

Waimate District Council
Statement of Financial Position
As at 31 May 2019

| | Movement Note | Actual May 2019 \$000 | Actual 30 June 2018 \$000 | Movement \$000 |
|--------------------------------------|--------------------------|--------------------------------------|--|---------------------------|
| Assets | | | | |
| Current Assets | | | | |
| Cash and cash equivalents | | 3,837 | 4,200 | (362) |
| Trade and other receivables | | 1,408 | 1,796 | (388) |
| Inventories | | 108 | 96 | 12 |
| Other financial assets | | 6 | 6 | - |
| Total Current Assets | | 5,359 | 6,097 | (738) |
| Non Current Assets | | | | |
| Property, plant and equipment | | 402,492 | 402,029 | 463 |
| Forestry assets | | 1,653 | 1,727 | (74) |
| Intangible assets | | 304 | 260 | 44 |
| Other financial assets | 10 | 17,100 | 15,615 | 1,486 |
| Total Non Current Assets | | 421,549 | 419,631 | 1,919 |
| Total Assets | | 426,908 | 425,728 | 1,180 |
| Liabilities | | | | |
| Current Liabilities | | | | |
| Trade and other payables | | 1,641 | 1,747 | (106) |
| Borrowings | | 33 | 33 | - |
| Provisions | | 6 | 6 | - |
| Employment Benefit Expenses | | 379 | 363 | 16 |
| Derivative financial instruments | | - | - | - |
| Total Current Liabilities | | 2,059 | 2,149 | (90) |
| Non Current Liabilities | | | | |
| Provisions | | 60 | 60 | - |
| Borrowings | | 2,639 | 2,704 | (65) |
| Total Non Current Liabilities | | 2,699 | 2,764 | (65) |
| Equity | | | | |
| Public Equity | | 85,880 | 84,664 | 1,215 |
| Reserves | | 336,271 | 336,151 | 120 |
| Total Equity | | 422,150 | 420,815 | 1,335 |
| Total Liabilities and Equity | | 426,908 | 425,728 | 1,180 |

10. Non-Current Other Financial Assets have increased due to \$1.5m in term deposits.

TOTAL CAPITAL EXPENDITURE BY GROUP



Note: Year to date Actuals (yellow) includes capital work in progress at 30 June 2018. The Total Budget (blue) includes carry forward budgets as reported at the Environmental Services and Finance Committee meeting held on 6 November 2018.

| | | |
|-------------|--|---------------------|
| 11. Totals: | Spend to date (including WIP at 30 June 2018) | \$5,802,140 |
| | Work In Progress carried forward from 30 June 2018 | <u>\$ (891,888)</u> |
| | Total spend to 31 May 2019 | \$4,910,252 |
| | 2018/19 Long Term Plan Budget | \$6,869,798 |
| | Budget carry forwards from 2017/18 | <u>\$1,867,856</u> |
| | 2018/19 Total Budget (including Carry Forwards) | \$8,737,654 |
| | % of total budget spent | 56% |

12. Capital Expenditure Update:

2018/19 Total Budget (including Carry Forwards) \$8,737,654

Projects not likely to proceed:

Cannington Water Scheme - Drinking Water Compliance upgrade
(Project deferred at this stage) \$ (700,000)

Hook / Waituna Water Scheme – Drinking Water Compliance upgrade
(Project deferred at this stage) \$ (400,000)

Public Toilets – New Town Toilets (carried forward)
(This project was carried forward from the 2017/18 financial year,
however is not likely to be completed this year) \$ (200,000)

Vehicle replacements
(A budgeted vehicle (\$32,000) was purchased early in 2017/18, another
is to be deferred (\$32,000), and following a fleet review a reduction in
spend (\$25,000) has been identified. \$ (89,000)

Camping – Victoria Park Camp driveway reseal
(Project not likely to be completed this financial year) \$ (25,000)

Parks and Public Spaces – Knottingley Park driveway reseal
(Project not likely to be completed this financial year) \$ (25,000)

New items identified since the last report:

Camping – Chlorine Dosing and Pipe renewals
These projects will be carried forward to the 2019/20 year. \$ (58,000)

Swimming Pool – Heating System Upgrade
The project has been partially completed with a spend of \$82,400 against
a carried forward budget of \$233,000. \$ (150,600)

Cannington Water Scheme – Drinking Water Compliance upgrade
Some spend is likely to ensure compliance and ability to redraft the water safety plan.

Urban Water Scheme – Pipe renewals, Manchesters Bore replacement
These projects have been partially completed with a spend of \$941,700
against a total budget (including carried forwards) of \$1,401,000 \$ (459,300)

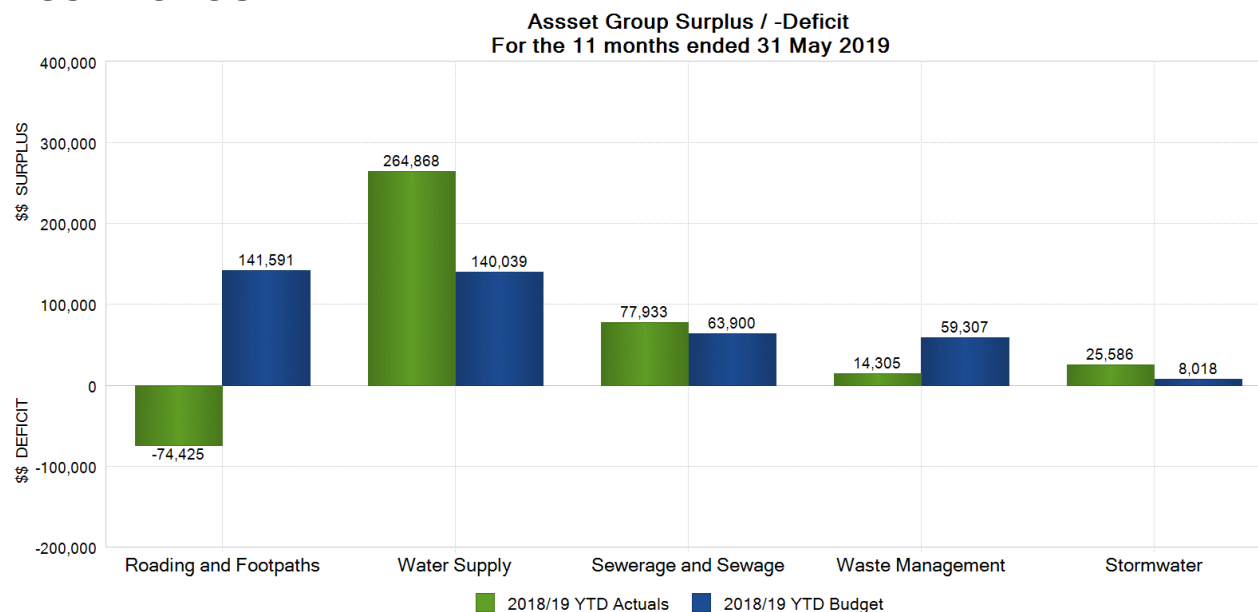
Vehicle replacements
The balance of vehicle purchases budgeted in 2018/19 are to be carried
forward to the 2019/20 year and completed in conjunction with 2019/20
budgeted vehicle purchases. \$ (218,000)

Adjusted capital expenditure forecast \$6,412,754

Total spend to 31 May 2019 \$4,910,252

% of forecast budget spent 77%

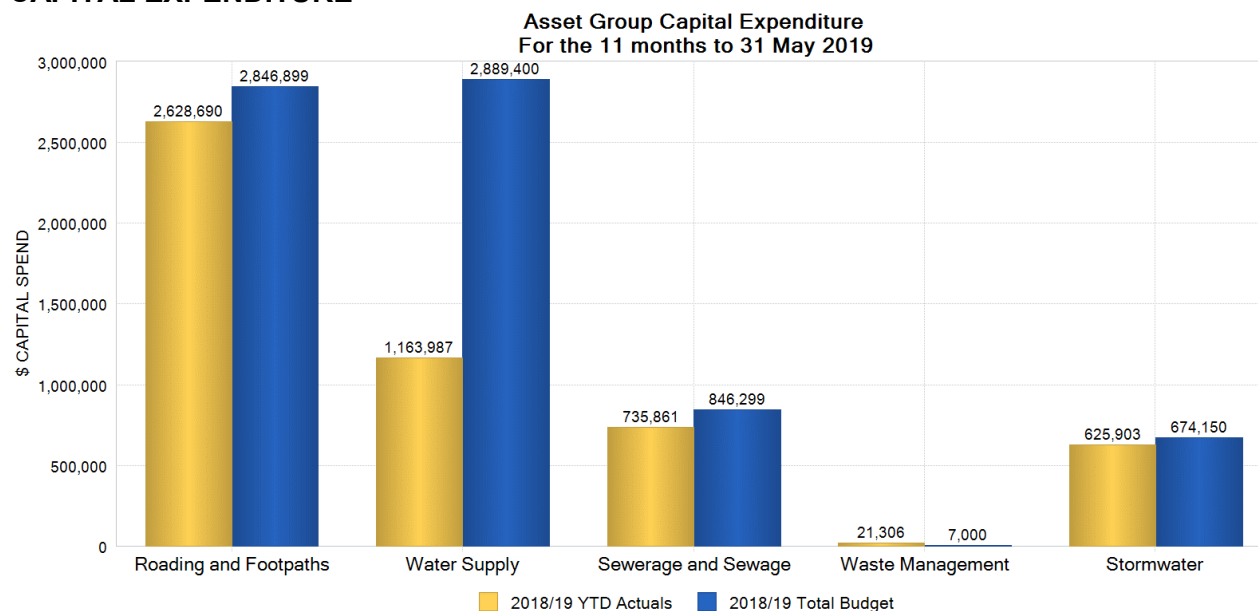
ASSET GROUP



VARIANCE ANALYSIS – DAN MITCHELL

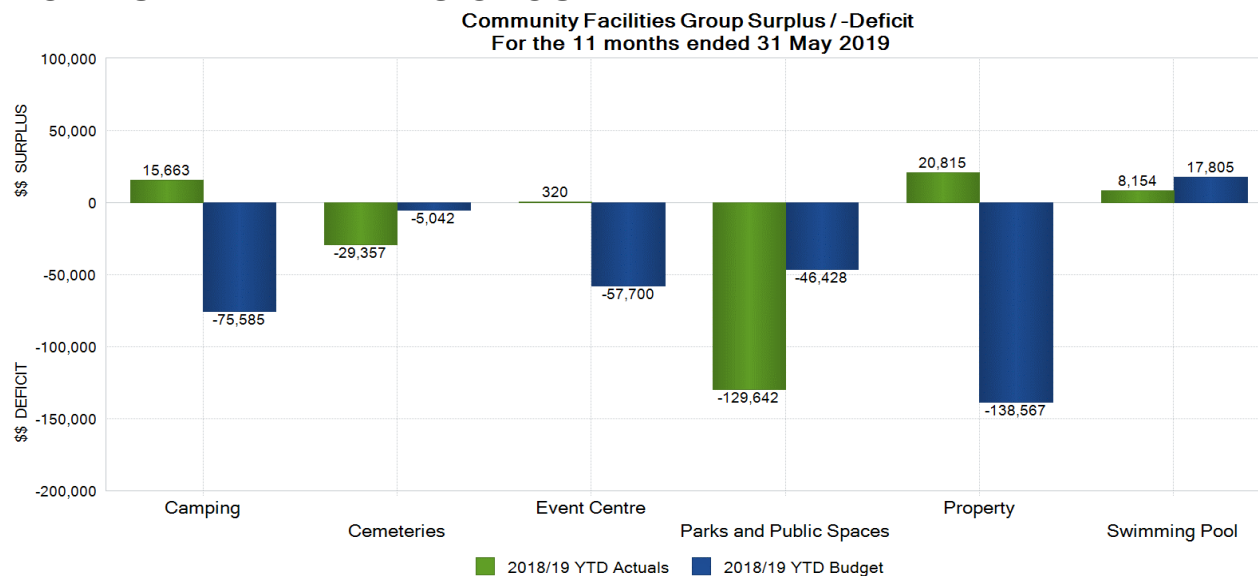
13. Roding and Footpaths – The deficit of \$74,425 is unfavourable (Budget: \$141,591 Surplus) due to increased expenditure for emergency works following large rainfall events.
14. Water Supply – The surplus of \$264,868 is favourable (Budget: \$140,039 Surplus) due to reduced expenditure on Asset Management Plans, line maintenance and reduced depreciation costs driven by deferred works.

CAPITAL EXPENDITURE



15. Roding and Footpaths – The capital works program is almost on target for completion by year-end.
16. Water Supply – The Urban Water capital works program will not be completed by year-end and will be carried forward to the 2019/20 year. The Rural Water capital programme will only be partially completed at year-end due to the Cannington and Hook/Waituna Water Scheme upgrades being deferred.
17. Sewerage and Sewage – The capital works program is on target.

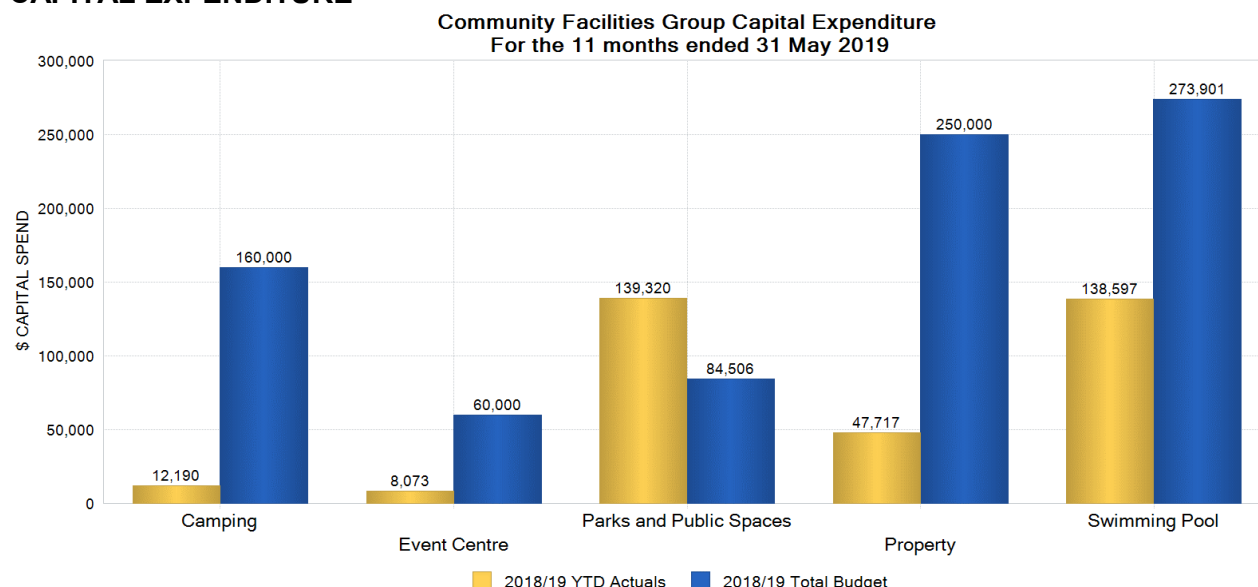
COMMUNITY FACILITIES GROUP



VARIANCE ANALYSIS – DAN MITCHELL

18. Camping - The surplus of \$15,663 is favourable (Budget: \$75,585 Deficit) due to camping fees at the Waitaki Lakes exceeding budget.
19. Event Centre – The surplus of \$320 is favourable (Budget: \$57,700 Deficit) due to reduced employment benefit and depreciation expenses.
20. Parks and Public Spaces – The deficit of \$129,642 is unfavourable (Budget: \$46,428 Deficit) due to extensive maintenance works at the Morven Reserve lease block and Steward Park. Morven Reserve is a non-rateable activity and does not affect rates.
21. Property – The surplus of \$20,815 is favourable (Budget: \$138,567 Deficit) due to lower than budgeted repairs and maintenance expenses and internal time allocations.

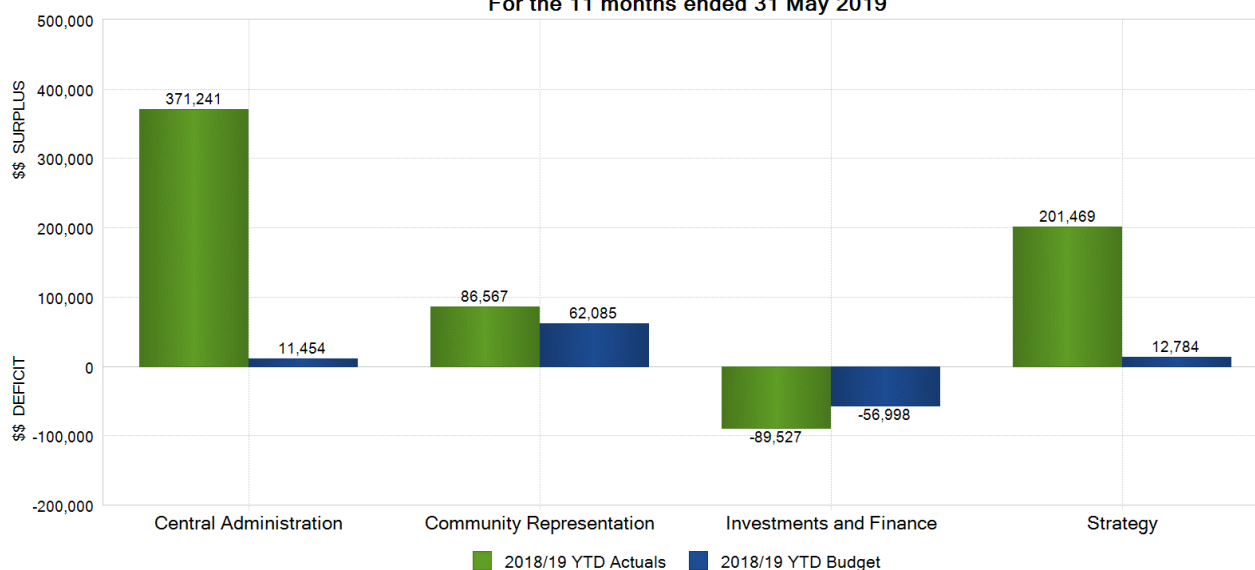
CAPITAL EXPENDITURE



22. Camping – The Victoria Park Camp driveway reseal (\$25,000) is not likely to be completed. Following a review of the vehicle fleet a reduction in spend of \$25,000 has been identified. The balance of the vehicle replacement budgeted is to be carried forward to the 2019/20 year and completed in conjunction with 2019/20 budgeted vehicle purchases.
23. Parks and Public Spaces – Actuals includes a mower purchased in July (budgeted 2017/18).
24. Property – The Public Toilets project (\$200,000) is not likely to be completed.
25. Swimming Pool – The capital works program is on target but will bridge financial years.

ORGANISATION AND GOVERNANCE GROUP

Organisation and Governance Group Surplus / -Deficit
For the 11 months ended 31 May 2019

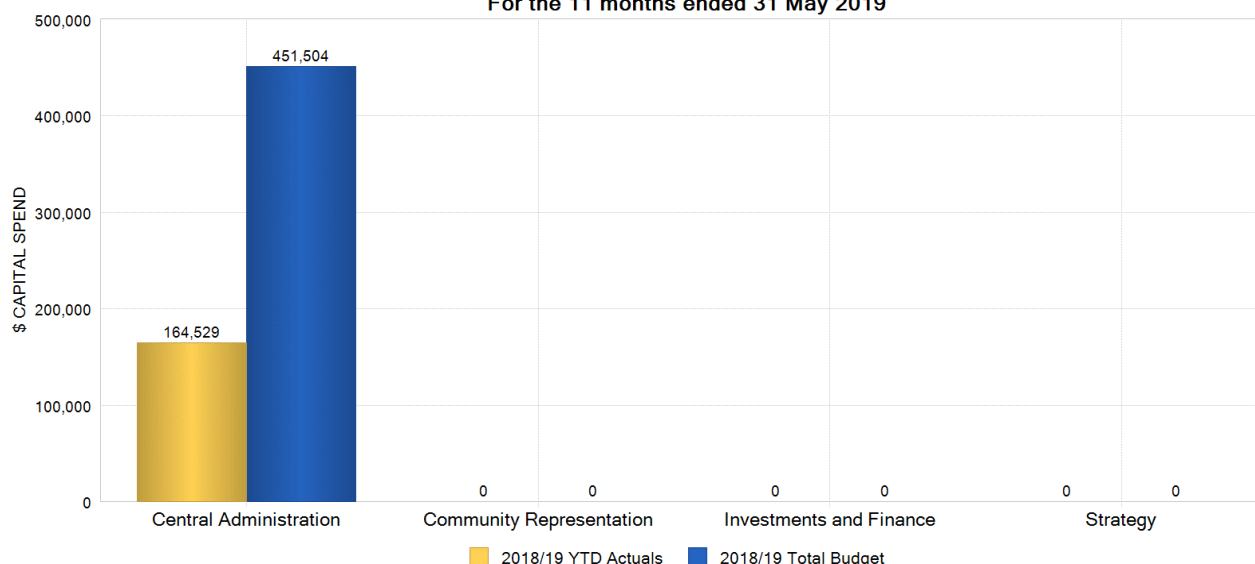


VARIANCES ANALYSIS – TINA STEVENSON AND CAROLYN JOHNS

26. Central Administration – The surplus of \$371,241 is favourable (Budget: \$11,454 Surplus) due to reduced employment benefit expenses, training and seminars, depreciation, consultancy and legal expenditure.
27. Strategy – The surplus of \$201,469 is favourable (Budget: \$12,784 Surplus) due to reduced consultancy, audit fees and general expenditure. As the Annual Plan 2019/20 does not require auditing due to no significant changes from the Long Term Plan 2018-28 and therefore no obligation to consult, the budget provided will not be spent resulting in a favourable variance of \$82,000.

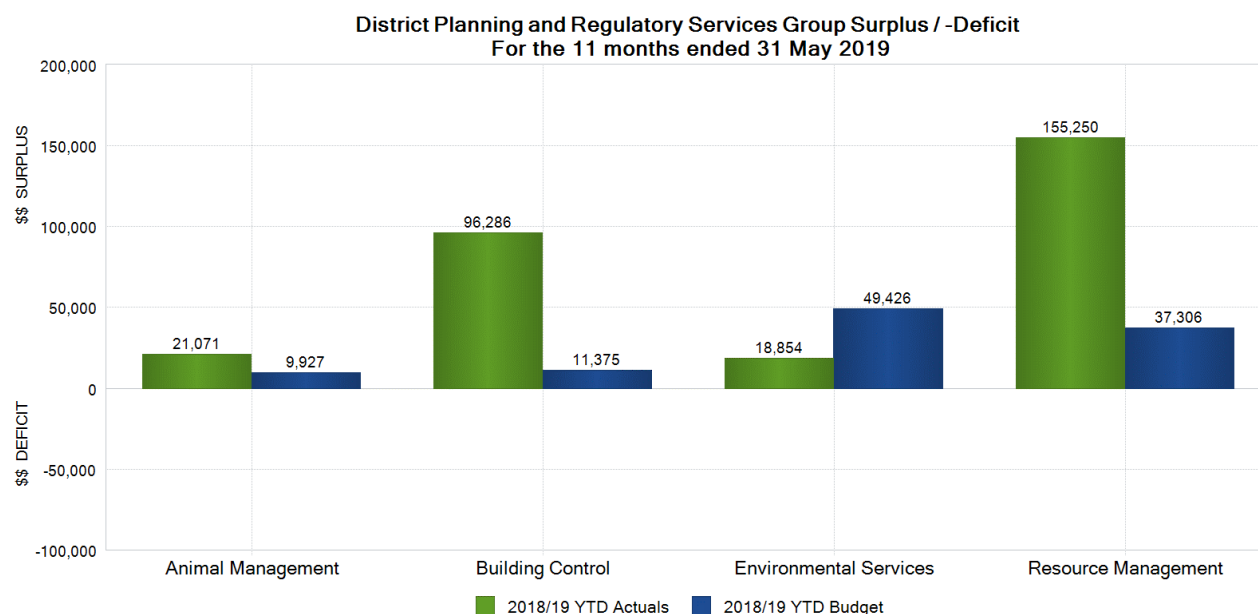
CAPITAL EXPENDITURE

Organisation and Governance Group Capital Expenditure
For the 11 months ended 31 May 2019



28. Central Administration – The capital works program includes vehicle replacements of \$238,000. Of this budget \$32,000 was expended early in the 2017/18 financial year and a further \$32,000 is to be delayed following a review and assessment of the vehicle fleet and requirements. The balance of vehicle purchases budgeted in 2018/19 are to be carried forward to the 2019/20 year and completed in conjunction with 2019/20 budgeted vehicle purchases.

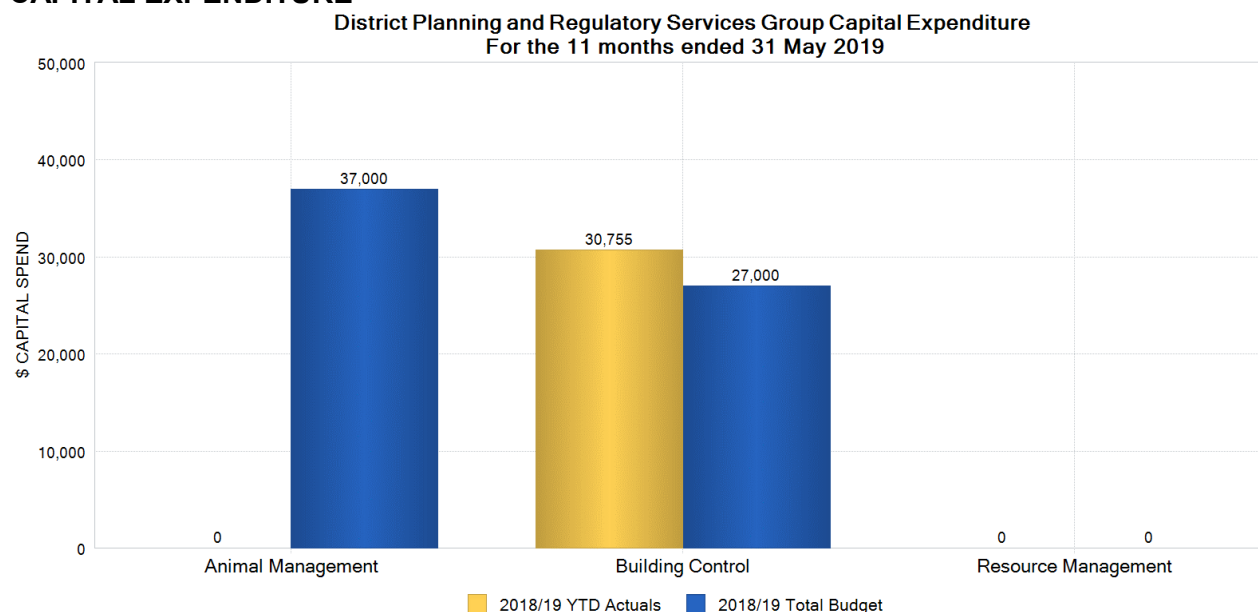
DISTRICT PLANNING AND REGULATORY SERVICES GROUP



VARIANCE ANALYSIS – PAUL COOPER

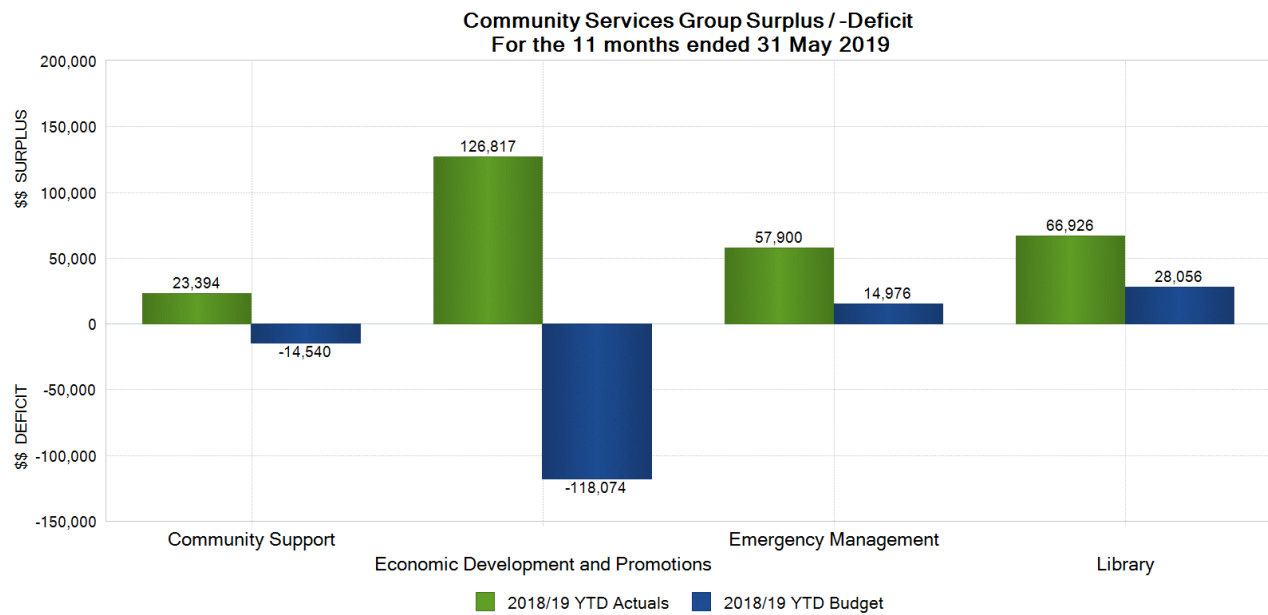
29. Building Control – The surplus of \$96,286 is favourable (Budget: \$11,375 Surplus) due to increased building consent income in addition to reduced accreditation expenditure.
30. Resource Management - The surplus of \$155,250 is favourable (Budget: \$37,306 Surplus) due to increased financial contributions income and reduced consent monitoring expenditure.

CAPITAL EXPENDITURE



31. Animal Management – The capital budget allows for a vehicle replacement, which is to be carried forward to the 2019/20 year.

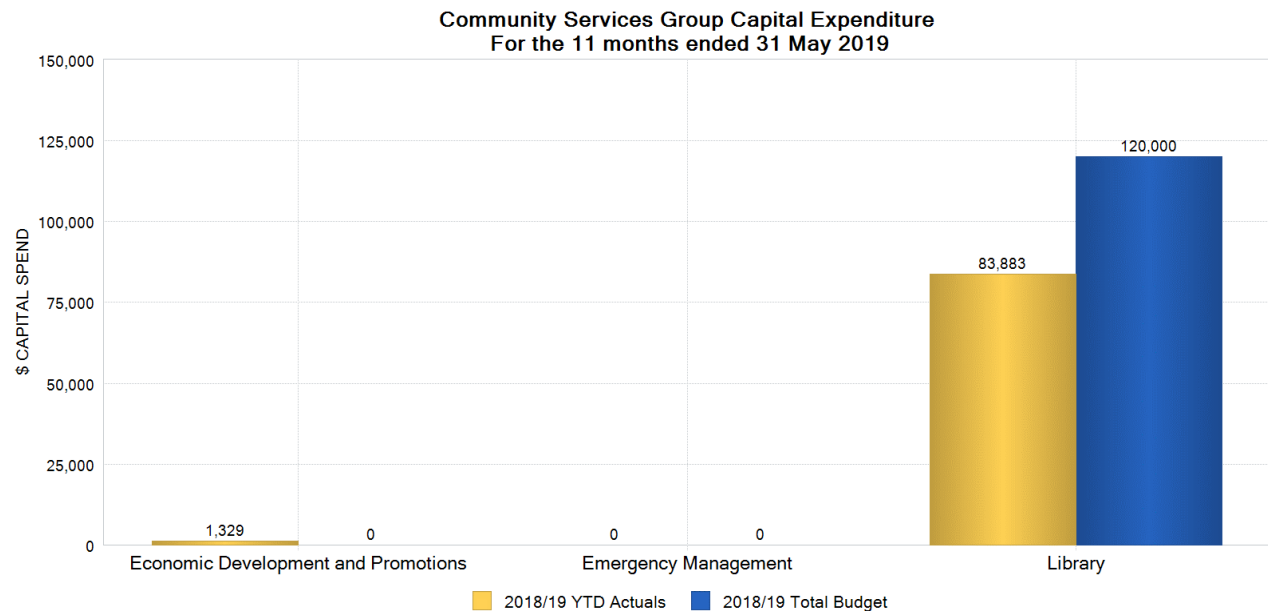
COMMUNITY SERVICES GROUP



VARIANCE ANALYSIS – CAROLYN JOHNS AND MICHELLE JONES

32. Economic Development & Promotions - The surplus of \$126,817 is favourable (Budget: \$118,074 Deficit) due to the timing of expenditure. The budget will not be spent by year-end and will be carried over into the 2019/20 financial year.

CAPITAL EXPENDITURE



33. Library – The Library Books capital purchases are on target. The Self Service and Item Security software project (Budget \$60,000) was procured in March 2019 at a cost of \$53,531.

RECOMMENDATION

That the Finance Report for the 11 months ended 31 May 2019 be accepted.

10 GENERAL REPORTS

| |
|--|
| 10.1 PRESENTATION: OVERVIEW OF COUNCIL'S INSURANCES - 1.00PM |
|--|

Author: Karalyn Reid, Committee Secretary and PA to the Mayor

Authoriser: Tina Stevenson, Corporate Services Group Manager

Attachments: Nil

PURPOSE

Jerard Cowburn, Account Manager of Jardine Lloyd Thompson Ltd will attend the meeting to give the Environmental Services and Finance Committee an overview of Council's insurances.

10.2 NOTICE OF INTENTION TO DEMOLISH CATEGORY C BUILDING - 115 HIGH STREET, WAIMATE

Author: Kevin Tiffen, Resource Planner

Authoriser: Paul Cooper, Regulatory and Compliance Group Manager

Attachments: 1. Notice of Intention to Demolish [↓](#) 

PURPOSE

1. To inform Council that written notice of intention to demolish a District Plan Category C building has been received from the landowner.
2. The building is listed in the District Plan Heritage Items Schedule as Item 138, 'Keen's Auto' building located at 115 High Street, Waimate and legally described as Lot 1 DP 40202.



BACKGROUND

3. Rule 5.1 of the Heritage section of the Waimate District Plan states that the demolition or removal of such heritage items is a **permitted activity**, "*subject to notice being given to the Council followed by a three month period during which no work shall be undertaken by or on behalf of the owner or occupier. The owner and/or occupier shall provide satisfactory photographs or other information held by them to the Council, of the building, place or object.*"
4. In addition, Rule 5.1 states, "*Council may negotiate with the owner and/or occupier or other parties to explore options for the preservation of the building place or object, in whole or in part. It is noted that these existing buildings are located within that part of Queen Street where this rule shall only apply to the exterior design and appearance of buildings as viewed from the street.*"

5. In the introduction to the heritage rules, Category C relates to “*items that are of District or local importance.*” It further states, “*while their preservation is not provided for by the District Plan rules, rather an opportunity is given for recording the items required prior to alteration or demolition.*” It is noted that, in general, the Category C items are not protected by Heritage New Zealand (the former Historic Places Trust). It is an identification afforded by the Council or community interests through the District Plan to encourage the streetscape of frontages of the Business 1 commercial area to be maintained.
6. The existing building at 115 Queen Street had been the subject of a ‘Dangerous Building’ notice but this notice was withdrawn as some temporary repair work has been carried out.
7. The building was originally used as stock and station agents owned by Guinness and Le Cren.
8. Once the building is demolished, the owner intends to redevelop the site in conjunction with adjoining land.

PROPOSAL

9. That Council acknowledges the written notice of intention to demolish the existing building at 115 High Street, Waimate; and
10. That Council requires satisfactory photographs of the interior and exterior of the building to be submitted to Council prior to demolition, along with any other relevant information held by the owner.
11. That the date of 4 July 2019 be accepted as the notification date.

Options

12. Currently, there is an opportunity for Council to negotiate with the owner to explore options for the preservation of the building, if Council desires.

ASSESSMENT OF SIGNIFICANCE

13. This matter is not significant under the terms of council's Significant and Engagement Policy.

CONSIDERATIONS

14. Precedent does exist and the application aligns with the Heritage Protection Rules.

Territorial or Regional Council Regulations, Plans or Bylaws

15. Waimate District Council District Plan, Section 8- Heritage Protection Rules.

Risk

16. None identified.

RECOMMENDATION

1. That the Notice of Intention to Demolish Category C Building – 115 High Street report be received; and
2. That the Environmental Services and Finance Committee recommends to Council that it receives and acknowledges the written notice of intention to demolish the existing building at 115 High Street, Waimate; and
3. That the Environmental Services and Finance Committee recommends to Council that Council agrees that the date of 4 July 2019 be accepted for the purpose of the three month notice period; and
4. That the Environmental Services and Finance Committee recommends to Council that Council requires satisfactory photographs of the interior and exterior of the building to be submitted to Council prior to demolition, along with any other relevant information held by the owner; or
5. That the Environmental Services and Finance Committee recommends to Council that Council wishes to negotiate with the owner to explore options for the preservation of the building.

4 July 2019

The Chief Executive
Waimate District Council
PO Box 122
WAIMATE

Attention: Kevin Tiffen

Dear Kevin

Re: 115 High Street – Notification of Intention to Demolish

This letter is to advise that I became the legal owner of 115 High Street, Waimate on
~~4 April~~ 2019.

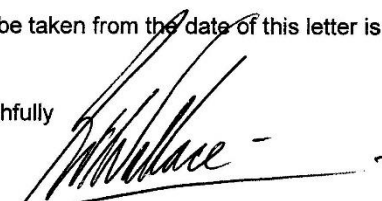
As discussed at our meeting at the Council offices on 1 March 2019, my intention is to
demolish the build at 115 High Street, Waimate.

As the property has a Category "C" listing in the Waimate District Plan, 3 month's notice of
demolition is required.

As a result of our discussions could you please confirm that this 3 month notification period
started;

- (i) From the date I became the legal owner of the property
or
- (ii) Will it be taken from the date of this letter is received by Council.

Yours faithfully



Geoff Wallace
PO Box 40
Waimate 7960

PUBLIC EXCLUDED

11 EXCLUSION OF THE PUBLIC REPORT

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 |
|---|--|--|
| 11.1 - Public Excluded Minutes of the Environmental Services and Finance Committee Meeting held on 4 June 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 |
| 11.2 - Alpine Energy Shareholders Report - April 2019 | 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)(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 |

12 RE-ADMITTANCE OF THE PUBLIC REPORT

MEETING CLOSURE