



Agenda

**Notice is hereby given of
an Ordinary Council Meeting**

Tuesday 12 May 2020

Commencing at 9.30am

via Zoom

Notice is hereby given that a meeting of the Waimate District Council, will be held via Zoom, on Tuesday 12 May 2020, commencing at 9.30am.

Elected Members

Craig Rowley	Chairperson
Sharyn Cain	Deputy Chairperson
Fabia Fox	Councillor
Sandy McAlwee	Councillor
Miriam Morton	Councillor
Tom O'Connor	Councillor
David Owen	Councillor
Colin Pankhurst	Councillor
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 COUNCIL PRAYER****2 PUBLIC FORUM****3 APOLOGIES**

The Chair will call for any apologies.

4 VISITORS

17.4 – Waimate Police Presentation

17.6 – Orari-Temuka-Opihi-Pareora Zone Committee Presentation

17.7 – Lower Waitaki Zone Committee Presentation

5 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.

6 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**7 CONFIRMATION OF MINUTES****7.1 MINUTES OF THE COUNCIL MEETING HELD ON 14 APRIL 2020**

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

Authoriser: Tina Stevenson, Corporate Services Group Manager

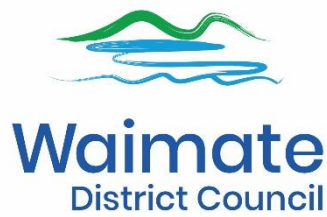
Attachments: 1. Minutes of the Council Meeting held on 14 April 2020

PURPOSE

To present the unconfirmed Minutes of the Council Meeting held via Zoom on 14 April 2020 for confirmation.

RECOMMENDATION

That the minutes of the Council Meeting held on 14 April 2020 be adopted as a true and correct record.



DRAFT UNCONFIRMED MINUTES

Ordinary Council Meeting

14 April 2020

**DRAFT UNCONFIRMED MINUTES OF WAIMATE DISTRICT COUNCIL
ORDINARY COUNCIL MEETING
HELD VIA ZOOM
ON TUESDAY 14 APRIL 2020 COMMENCING AT 9.30AM**

PRESENT: Mayor Craig Rowley (Chair), Deputy Mayor Sharyn Cain, Cr Fabia Fox, Cr Sandy McAlwee, Cr Miriam Morton, Cr Tom O'Connor, Cr David Owen, Cr Colin Pankhurst, Cr Sheila Paul

APOLOGIES: Nil

IN ATTENDANCE: Stuart Duncan (Chief Executive), Michelle Jones (Executive Support Manager), Leo Milani (Policy Analyst), Dan Mitchell (Asset Group Manager), Tina Stevenson (Corporate Services Group Manager), Karalyn Reid (Committee Secretary),

No members of the public or media had contacted the Committee Secretary from the advertisement of the meeting, and requested details to join the meeting.

OPENING

The Chair explained the rules, and process of the Zoom meeting, and welcomed members.

1 COUNCIL PRAYER

Nil

2 PUBLIC FORUM

Nil

3 APOLOGIES

Nil

4 VISITORS

Nil

5 CONFLICTS OF INTEREST

The Chair called for Conflicts of Interests. There were no Conflicts of Interest identified.

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

There were no major/minor items identified.

MINUTES

7 CONFIRMATION OF MINUTES

7.1 MINUTES OF THE COUNCIL MEETING HELD ON 18 FEBRUARY 2020

RESOLUTION 2020/5

Moved: Cr Fabia Fox

Seconded: Cr Sheila Paul

That the Minutes of the Council Meeting held on 18 February 2020 be adopted as a true and correct record.

CARRIED

7.2 MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 24 MARCH 2020

RESOLUTION 2020/6

Moved: Cr Miriam Morton

Seconded: Cr Tom O'Connor

That the Minutes of the Extraordinary Council Meeting held on 24 March 2020 be adopted as a true and correct record.

CARRIED

Note:

Council discussed the future of the recently established Emergency Committee, in light of the Local Government Act being changed to allow councils to have a quorum via audio/visual links, therefore allowing Ordinary Council Meetings to be held. It was agreed that the provision of an Emergency Committee would be retained in case it was required in the future.

8 RECEIPT OF MINUTES

Nil

REPORTS

9 MAYOR'S REPORT

Nil

10 DEPUTY MAYOR'S REPORT

Nil

11 COUNCILLORS' REPORTS

Nil

12 CHIEF EXECUTIVE'S REPORT

Nil

13 COUNCIL ACTIONS REPORT

Nil

14 HUMAN RESOURCES REPORT**14.1 HUMAN RESOURCES REPORT****RESOLUTION 2020/7**

Moved: Cr Colin Pankhurst

Seconded: Cr Sheila Paul

That the Human Resources Report is accepted.

CARRIED**15 HEALTH AND SAFETY REPORT**

Nil

16 AUDIT AND RISK COMMITTEE REPORT**16.1 AUDIT AND RISK COMMITTEE CHAIR'S REPORT****RESOLUTION 2020/8**

Moved: Mayor Craig Rowley

Seconded: Cr Tom O'Connor

1. That the Audit and Risk Committee Chair's Report be accepted; and
2. That the amended Audit and Risk Committee Terms of Reference be presented to Council for approval.

CARRIED**Note:**

Council's Asset Group Manager updated Council on the progress over establishing ownership of the Downlands Rural Water Scheme. Audit NZ have urged Council to lead the discussion with the other parties (Timaru District Council and Mackenzie District Council) in order to achieve clarity of structure and ownership of the scheme, with appropriate documentation to support this conclusion.

17 GENERAL REPORTS**17.1 CONSULTATION DOCUMENT - WAIMATE DISTRICT COUNCIL WASTE MINIMISATION SERVICES**

Council considered the draft Consultation Document for the Waimate District Council Waste Minimisation Services contract.

RESOLUTION 2020/9

Moved: Mayor Craig Rowley

Seconded: Cr Tom O'Connor

That the Consultation Document – Waimate District Council Waste Minimisation Services report is accepted.

CARRIED

RESOLUTION 2020/10

Moved: Cr Fabia Fox

Seconded: Cr David Owen

That Council adopts the Consultation Document – Waimate District Rubbish and Recycling Services, with minor modifications.

CARRIED

Note:

Staff were congratulated on the document.

Council voiced concerns of the consultation period being restricted because of the current COVID-19 level 4 lock-down period however accepted there were unavoidable time constraints due to the joint procurement arrangement.

Cr McAlwee lost connection at 10.27am, but returned to the meeting at 10.29am.

17.2 ASSET MANAGEMENT LEVELS DETERMINATION 2020-2023

Council considered the Draft Asset Management Level Determination 2020-2023.

RESOLUTION 2020/11

Moved: Cr Fabia Fox

Seconded: Cr Miriam Morton

That the Asset Management Level Determination 2020-2023 report is accepted.

CARRIED

RESOLUTION 2020/12

Moved: Cr Miriam Morton

Seconded: Cr David Owen

That Council adopts the Asset Management Level Determination 2020-2023, with minor amendments.

CARRIED

Note:

Council agreed it is important to ensure this policy is reflected clearly in the asset management plans and flows through to the actual service.

17.3 WAIMATE DISTRICT COUNCIL LOCAL GOVERNANCE STATEMENT 2020

Council reviewed the Waimate District Council Local Governance Statement 2020.

RESOLUTION 2020/13

Moved: Cr Tom O'Connor

Seconded: Cr Sheila Paul

That the Waimate District Local Governance Statement 2020 report is accepted

CARRIED

RESOLUTION 2020/14

Moved: Cr Tom O'Connor

Seconded: Cr Colin Pankhurst

That Council receives the Waimate District Council Local Governance Statement 2020, noting that ongoing improvements to this document will be undertaken.

CARRIED

Note:

Council's Corporate Services Manager noted this document is available on Council's website, as required by the Local Government Act 2002.

18 CONSIDERATION OF MAJOR (URGENT) OR MINOR ITEMS NOT ON THE AGENDA

Nil

PUBLIC EXCLUDED**19 EXCLUSION OF THE PUBLIC REPORT**

RESOLUTION TO EXCLUDE THE PUBLIC**RESOLUTION 2020/15**

Moved: Cr Fabia Fox

Seconded: Cr Miriam Morton

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
19.1 - Public Excluded minutes of the Council Meeting held on 18 February 2020	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
19.2 - 2020/21 Annual Plan - Considerations Post COVID-19	s7(2)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority	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**20 RE-ADMITTANCE OF THE PUBLIC REPORT****RESOLUTION 2020/16**

Moved: Cr Tom O'Connor

Seconded: Cr Sheila Paul

That Council moves out of Closed Council into Open Council.

CARRIED

**19.2 PUBLIC EXCLUDED AGENDA ITEM: 2020/21 ANNUAL PLAN - CONSIDERATIONS
POST COVID-19 TAKEN INTO OPEN MEETING****RESOLUTION 2020/20**

Moved: Mayor Craig Rowley

Seconded: Cr Tom O'Connor

That Council takes the below decision into open meeting, and circulates a suitable media release to communicate the decision to the public.

CARRIED

That Council reduces the overall rates increase for the draft 2020/21 Annual Plan down to 4% in recognition of the negative financial impact of COVID-19 on the Waimate District economy. The impact of the reduction in rates income will be funded from borrowings, with future repayment options considered during the 2021-31 Long Term Plan process.

MEETING CLOSURE

There being no further business, the Chair declared the meeting closed at 11.43am.

The Minutes of this meeting are to be confirmed at the next Ordinary Council Meeting, date to be confirmed.

.....
CHAIRPERSON

8 RECEIPT OF MINUTES

Nil

REPORTS

9 MAYOR'S REPORT

Nil

10 DEPUTY MAYOR'S REPORT

Nil

11 COUNCILLORS' REPORTS

Nil

12 CHIEF EXECUTIVE'S REPORT

Nil

13 COUNCIL ACTIONS REPORT

Nil

14 HUMAN RESOURCES REPORT**14.1 HUMAN RESOURCES REPORT**

Author: Fiona Hester-Smith, Human Resources Manager
Authoriser: Fiona Hester-Smith, Human Resources Manager
Attachments: Nil

PURPOSE

1. For the Human Resources Manager to update Council.

RECRUITMENT

2. Since my last report in April 2020, there have been no new staff employed by Council.

EXITING STAFF

3. Since my last report in April 2020, the following staff have left Council.

Position	Name	Permanent / Temporary
Lakes Rubbish Truck Driver	Stewart Craib	Temporary

STAFF STATISTICS**PERMANENT STAFF**

Month	Total	Full Time	Part Time	FTE
Dec-19	63	43	20	51.47
Jan-20	63	42	21	50.40
Feb-20	63	43	20	51.40
March-20	63	43	20	52.04
April-20	63	43	20	52.04

TEMPORARY AND CASUAL STAFF

Month	Total	Temporary	Casual	FTE
Dec-19	8	8	0	5.25
Jan-20	9	9	0	5.50
Feb-20	8	8	0	5.00
March-20	2	2	0	1.25
April-20	1	1	0	.75

HISTORY AS AT JUNE EACH YEAR

Year	Total	FTE
2017	57	47.61
2018	58	48.58
2019	60	50.71

LEAVE LIABILITY STATISTICS

4. Leave Liability Graphs – The below graph indicates on the green line the current position opposed to the previous two years. Blue being 2018 and Red being 2019 positions.
5. Due to COVID19 lockdown the leave liability has increased with staff unable to take leave during this period. It is expected that this trend will continue to increase in the interim.



6. Total Annual Leave Hours – Below, is the new graph to show in blue the amount of current leave hours and in red the balance of total hours that equals excess leave.
7. Excess leave is any leave over one year's entitlement. e.g. if an employee has a yearly entitlement of 150.00 hours and they have a balance of 160.00 hours, then 10.00 hours will be counted as excess leave.
8. We currently have 15 staff with excess leave.



RECOMMENDATION

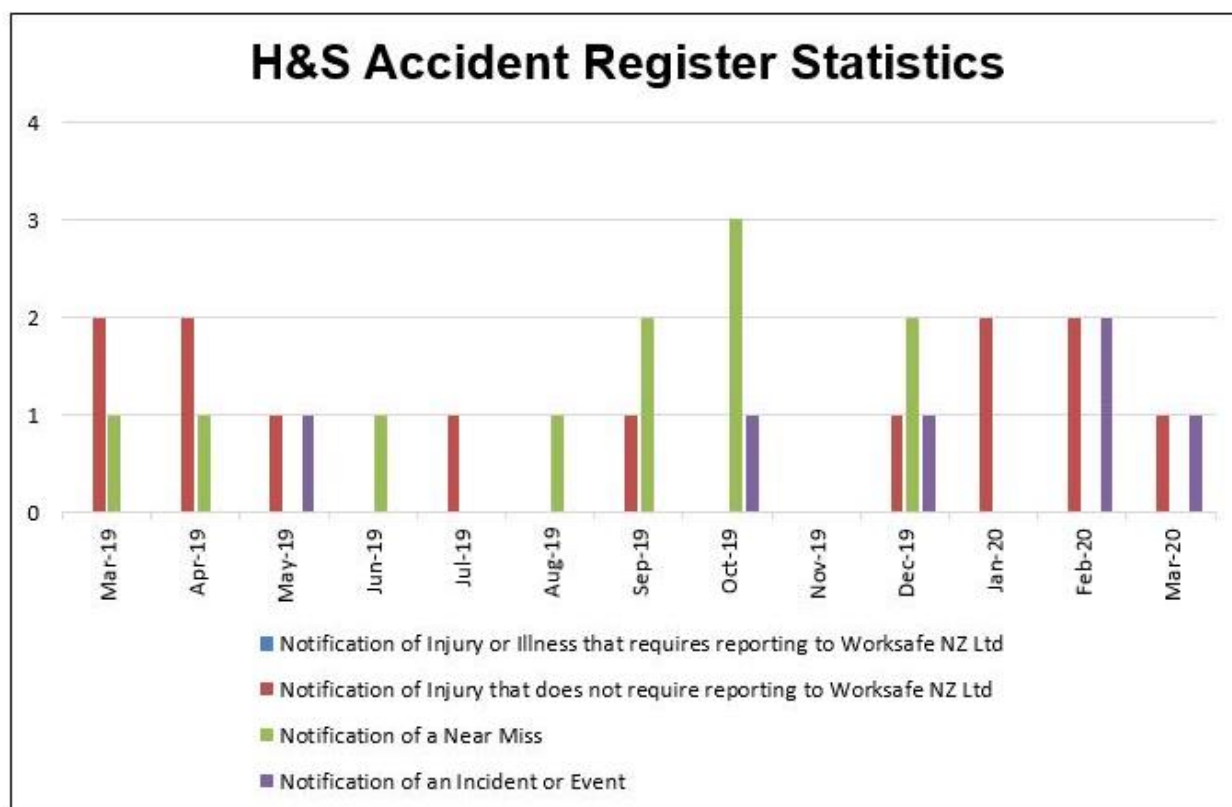
That the Human Resources Manager's report is accepted.

15 HEALTH AND SAFETY REPORT**15.1 HEALTH AND SAFETY REPORT**

Author: Luci Swatton, Emergency Management and Health and Safety Officer
Authoriser: Paul Cooper, Regulatory and Compliance Group Manager
Attachments: Nil

PURPOSE

1. The Health and Safety report to 31 March 2020 is submitted for the information of Council.

Health and Safety Statistics

2. Since the last report in October 2019, there have been two near misses, four incidents where no injury occurred and six incidents resulting in an injury (not requiring reporting to WorkSafe NZ). The near misses have included children not being supervised by an adult at the pool and getting out of their depth. The incidents where an injury occurred included two slips or falls, a file falling from a high shelf on to a staff member who was retrieving a file at the time, two slips at the swimming pool, and a lifting injury in the elbow. Incidents where no injury occurred included the Council mower at the roadside throwing a rock up hitting a passing car, a staff member accidentally reversed a vehicle into the Local Government Building, a staff member slipped whilst mopping the floor, and a mower hit a concealed branch breaking the top right hand indicator on the mower. There were no patterns identified when these incidents were assessed, and each was isolated and different in terms of circumstances other than the 2 near misses.

Health and Safety Committee

3. The Dare to Care Team has met four times between November 2020 and March 2020. The committee has undertaken Health and Safety Audits across all Council group activities, the results of these audits will be worked through for each Council group. The Dare to Care Team are focusing on a different aspect of health and safety each month (mental health, stress, driving, etc.) whilst working on ways to grow the health and safety culture within the Council. On Wednesday 29 January a staff breakfast was held on cancer awareness with two speakers from the Cancer Society.

Training

4. On Wednesday 13 November, all staff attended a three-hour presentation by Lance Burdett on wellbeing, awareness (of self and others), personal resilience and dealing with difficult people. This was followed by an online training course offered to all staff.
5. On Friday 14 February, 12 staff attended training on Situational Safety Conflict Management presented by OPSEC.

Meetings

6. On 15 August, Luci Swatton attended the Canterbury Health & Safety Advisory Group meeting in Christchurch.
7. On 30 January, Paul Cooper and Luci Swatton attended meetings at Ashburton District Council to discuss the use of SiteWise (a third party pre-qualification and contractor management tool) and PoolSafe (a system of accreditation for pool operators that is recognised in the sector as best practice).
8. On 26 February, Nigel Palmer from SiteWise presented to the Leadership Team on the contractor management tool.
9. On 5 March, Steve Prescott from Ashburton District Council (PoolSafe Assessor) undertook a gaps analysis on the Norman Kirk Swimming Pool.
10. As a result of the visits from SiteWise and PoolSafe, we are now moving toward the implementation of both the SiteWise system for our contractor management and PoolSafe accreditation for the Norman Kirk Swimming Pool, as we strive for continuous improvement in our management of our people's health & safety.

RECOMMENDATION

That the Health and Safety report is accepted.

16 AUDIT AND RISK COMMITTEE REPORT

Nil

17 GENERAL REPORTS**17.1 CIVIL DEFENCE EMERGENCY OPERATIONS CENTRE REPORT**

Author: Luci Swatton, Emergency Management and Health and Safety Officer
Authoriser: Paul Cooper, Regulatory and Compliance Group Manager
Attachments: Nil

PURPOSE

1. To give Council an update on current Emergency Operation Centre activation for Covid-19 response.

EOC ACTIVATION

2. The Emergency Operations Centre (EOC) was partially activated at 12:00pm on Tuesday 24 March 2020. The EOC was activated to support the Ministry of Health led response to the Covid-19 pandemic, through Civil Defence Emergency Management (CDEM) to support the community of the Waimate District.
3. Due to the nature of the pandemic event and the imminent onset of Alert Level 4 restrictions, EOC staffing has been limited to a key functions compared to other emergency events. Whilst some EOC functions work from home a core team have been isolated in the library in their own "bubble". The EOC staff are, Paul Cooper - Controller, Carolyn Johns - Alternate Controller, Luci Swatton - Response Manager, Jonts McKerrow - Alternate Response Manager & Operations, Jill Wilson - Welfare Manager, Kevin Tiffen - Planning and Intelligence, Lara Welsh - PIM, Helen Strachan - PA to Controller & Logistics and Mike Downes - Liaison with Community Link and Welfare.

RESPONSE ACTIVITIES

4. The main activities of the EOC are:
 - a. Delivery of welfare needs to the community, primarily for household goods and services.
 - b. Medical transport system for pick-ups and drop offs to hospital and GP appointments.
 - c. Public information management (PIM) updating the community through Council Website, Council Facebook, Radio (The Breeze and Golden Sounds), The Trader, Noticeboard posters and mail drops across the district.
 - d. Planning - action plans, contingency planning for EOC staff sickness, a secondary event, and New World/Lister Home staff sickness and transition planning between alert levels.
 - e. Reporting with daily situation reports to our partner agencies and national reporting to NEMA on welfare metrics.
 - f. Coordination with South Canterbury partner agencies particularly the SCDHB on planning for mobile swabbing clinics, community based assessment centres (CBACS) if required and welfare (psychosocial) needs across the community.
5. There are many Council staff and one volunteer who support the EOC with key tasks. These include delivery drivers for groceries (Donette Fargher, Nicky Caird, Di Lowry and Tracey Tiffen), medical transport drivers (Tony Stevenson (volunteer) and Jake Blades), and the 0800 number welfare support call takers (Diane Robertson, Linda Shefford, Peter Vendetti and Tony Morton).

6. Due to the restrictions in place from Alert Level 4 it was important to reduce the number of staff physically working in the EOC (the Library). With the semi-virtual nature of the EOC, communications have been limited to Zoom meetings, phone and email. There are multiple Zoom meetings daily (Controller and Response Manager and EOC Tasking meeting), some of which are reducing down over time to twice weekly. These meetings allow the EOC team to determine progress, discuss problems, develop solutions and ascertain how outcomes will be delivered. There are also a number of Canterbury wide teleconferences several times a week to discuss progress and problems across the CDEM Canterbury Group and all Canterbury Council's.

RESPONSE TIMELINE

7. The Covid-19 response has evolved over time as the requirements have altered, the EOC team have remained flexible and adjusted to the changing restrictions, regulations and needs of the community. The first two weeks of the response were around developing systems and processes which allowed the response to efficiently support the community through welfare delivery and PIM.
8. Week 3 and 4 allowed time for the EOC to refine processes and protocols and record everything that had been organised. Contingency planning was also undertaken which highlighted the requirement for everything to be recorded and finalised in the event cases of Covid-19 got into the EOC team or another event occurred during the Covid-19 response. Moving forward to week 5 and into week 6 the EOC is planning for the transition from Alert Level 3 to 2 or potentially back up to Alert Level 4 if required in the future. Whilst the protocols for the Covid-19 response are well developed and documented there are new concerns arising each day, this is expected to continue as the needs of the community change.

WELFARE DELIVERY STATISTICS

9. The Civil Defence team have completed 159 food deliveries to 60 households across the Waimate District. There have also been 9 food deliveries completed on behalf of the Waihao Marae and 4 for the Salvation Army foodbank. The medical transport system has transported 2 people to and from Timaru hospital four times, with more bookings lined up as elective surgeries increase. The 0800 number call centre has received 59 calls since the call centre was established on Wednesday 1 April.

FINANCIAL

10. The main costs associated with the Covid-19 response so far are the purchase of groceries for those clients who have no way of paying for their orders during lockdown (no access to internet banking or credit card, only cash or eftpos). To ensure that these clients can still get groceries during lockdown a system was set up with an account for the Council at New World, each order is put on a purchase order and the Council will then invoice the client. Those invoices can then be paid when restrictions are removed at lower alert levels. The estimated amount on this account is \$4,000.00 at this stage. If any clients cannot afford to pay when they are invoiced we will be able to recover the costs through NEMA with systems in place for reclaiming of welfare expenses.

COMMUNITY PARTNERS

11. During the Covid-19 Civil Defence response strong partnerships have been developed with community organisations and businesses. These include, Community Link, Community Vehicle Trust, New World, Waimate Police Sergeant, Lister Home, Waimate Pharmacy, Oak House Medical Centre, Waimate Medical Centre, Waihao Marae, and the Salvation Army Foodbank.

FORWARD PLANNING

12. At this point the EOC team are planning for the transition from Alert Level 3 to 2 and what that will look like for the Council and the community. The EOC bubble will be moving from the Library back to the main office on Friday 8 May and will remain as a bubble until Alert Level 2 begins. At Alert Level 2, clients being supported by Civil Defence will be transitioned to Community Link for further assistance. We anticipate that the majority of households that are currently being supported would be able to care for themselves again at Alert Level 2, but there may be some due to age or health conditions that could still require further support.
13. There will still be a requirement for Council (CDEM) involvement at Alert Level 2 for reporting of welfare metrics through the Caring for Communities initiative and working on any special cases with Community Link. Another aspect of forward planning as we transition into lower alert levels is around recovery planning, this will be undertaken by the local CDEM Recovery Manager.

RECOMMENDATION

That the Civil Defence Emergency Operations Centre report is accepted.

17.2 LITTER INFRINGEMENT FEE

Author: Jonts McKerrow, Compliance Officer
Authoriser: Paul Cooper, Regulatory and Compliance Group Manager
Attachments: Nil

PURPOSE

1. This report recommends that the Council approve the proposed Litter Infringement Fee associated to the enforcement of the Litter Act 1979 within the Waimate District.

BACKGROUND

2. On 25 June 2019 the Waimate District Council approved the position of the Waimate District Compliance Officer. Included within this role was the monitoring of compliance and enforcement of the Litter Act 1979.
3. As reported in June 2019 the Litter Officer will investigate incidents of littering and write infringement fines when appropriate. It is anticipated 3 to 5 infringements will be written each year (\$1,200 to \$2,000).
4. The Litter Act 1979 requires 14 days public notification of Council's intent to adopt the Litter Infringement process.
5. Section 4 of the Litter Act 1979 specifies that no fee shall exceed \$400. It is my proposal that a blanket fee of \$300 be set. This would be applied in conjunction with a discretionary power which would (if applicable) allow the officer to utilise other compliance options. These options include:
 - a. Requesting an identified offender remove the rubbish and dispose of it correctly followed by the issuing of a formal written warning which would clearly stipulate further offending would result in the issuing of a \$300 infringement notice.
 - b. Non-compliance of the above would proceed directly to infringement.
 - c. Should the removal of the litter be impracticable due to a delay in locating the offender and the removing of the litter is a priority then (dependant on the circumstances and volume of the litter) either a formal written formal can be served or an infringement fee of \$300 be issued.
 - d. In the case of non-payment of the notice the matter would then go before the Waimate District Council's Enforcement Panel and a decision whether or not to proceed with a prosecution would be made.

PROPOSAL

6. Should Council accept the proposal then the Litter Infringement notice provisions and associated fee go out for public notification from 15 May to 28 May 2020.
7. The infringement fee of \$300 be included in the Waimate District Council's schedule of fees and charges.
8. The issuing of Litter Infringement Notices could commence from 29 May 2020.

ASSESSMENT OF SIGNIFICANCE

9. Litter Infringement is not deemed significant under the Council's Significance & Engagement Policy.

CONSIDERATIONS

10. The objective of the Litter Infringement Notice is to assist in keeping Waimate's population and environment healthy by minimising the negative effects of littering and illegal dumping.
11. The Litter Infringement Notice will assist in the enforcement of offences under the Litter Act 1979.
12. Once established the infringement fee of \$300 will act as an effective deterrent against the illegal dumping of rubbish and will reinforce and promote the Waimate District Council's stance on protecting our environment and the public.

Legislation

13. The Litter Act 1979 allows a Council to adopt a Litter Infringement Fee. Section 13: Territorial authorities may adopt infringement notice provisions; and section 14: Infringement notices provides for an infringement notice regime of offences and fees and will enable better control and enforcement of littering offences.
14. Section 5 of the Litter Act 1979. Where any person is alleged to have committed an infringement offence, that person may either:
 - a. Be proceeded against by filing a charging document under section 14 of the Criminal Procedure Act 2011; or
 - b. Be served with an infringement notice as provided in section 14.

Waimate District Consolidated Bylaw 2018Reducing litter

15. Waimate District Council works hard to keep our streets, parks, playgrounds and other public areas free from litter. We also rely on the public to do the same.

Illegal dumping

16. Council will do its best to prevent illegal dumping (sometimes known as 'fly tipping'). If you see a large amount of illegally dumped rubbish please contact us.
17. While it can be difficult to trace the person responsible for illegal rubbish dumping, sometimes we can identify the person through the rubbish itself or if the person has been witnessed dumping the rubbish.
18. We urge caution if you see someone illegally dumping rubbish. It may not be safe for you to confront that person. Instead, record the vehicle's registration number, take photos and contact us as soon as you can.

Penalties for littering

19. Council has the ability to issue fines for littering under the Litter Act 1979. This is used as a last resort – we encourage people to be responsible for the appropriate disposal of rubbish.

FINANCIALSection 14A Litter Act 1979 Entitlement to infringement fees

20. A territorial authority may retain the infringement fee received by it for an infringement offence if the infringement notice was issued by a Litter Control Officer appointed by the territorial authority.

RECOMMENDATION

1. That the Proposed Infringement Fee report be accepted; and
2. That the set Infringement Fee of \$300 be approved.

17.3 FINANCE REPORT - FOR THE 9 MONTHS ENDED 31 MARCH 2020**Author:** Melissa Thomson, Accountant**Authoriser:** Tina Stevenson, Corporate Services Group Manager**Attachments:** Nil**PURPOSE**

- To present the Finance Report to Council.

Waimate District Council
Statement of Financial Performance
For the 9 months ended 31 March 2020

	Note	Actual \$000	Year to date Budget \$000	Variance \$000	Full Year Budget Including carry forwards
Operating Revenue					
Rates (net of remissions)		\$ 7,634	\$ 7,612	\$ 22	\$ 10,149
Development and Financial Contributions	3	95	47	48	63
NZ Transport Agency Subsidy	4	2,258	2,700	(442)	3,453
Fees and Charges	5	896	854	42	1,079
Interest Revenue	6	29	1	28	3
Other Revenue	7	2,029	1,691	339	2,307
Total Operating Revenue		12,941	12,905	37	17,054
Operating Expenditure					
Employment Benefit Expenses	8	3,269	3,427	158	4,544
Depreciation and Amortisation		3,691	3,683	(8)	4,910
Roading Expenses	9	2,000	1,866	(134)	2,532
Finance Costs	6	76	151	74	201
Other Expenses	10	3,533	3,896	363	5,640
Total Operating Expenditure		12,569	13,023	453	17,827
Total Surplus/(Deficit)		\$ 372	\$ (118)	\$ 490	\$ (773)

- For the 9 months ended 31 March 2020, Council recorded a surplus of \$372,000 compared to a budgeted deficit of \$118,000; therefore, Council are tracking \$490,000 favourable to budget.

MAJOR VARIANCES TO BUDGET

- Development and financial contributions income is favourable to budget due to increased Rural Water and Sewerage activity contributions.
- NZ Transport Agency subsidy income is unfavourable to budget due to the timing of capital renewal works.
- Fees and charges income is favourable to budget due to increased camping fees and building consent income.
- Interest revenue and finance costs are favourable to budget due to increased cash reserves in relation to timing of capital works and operational savings.
- Other revenue is favourable to budget predominately due to the receipt of a dividend from Council's investment in Civic Financial Services following the sale of Civic Assurance House in Wellington (\$25,500), increased income from urban water and sewer connections and general recoveries (\$186,500 favourable to budget), and donations received towards the Event Centre sound system (\$4,360) and the community vehicle garage project (\$90,000).
- Employment benefit expenses are favourable to budget due to vacant positions and timing of replacements.

9. Roothing operational expenses have exceeded budget mainly due to increased spends for drainage maintenance, metalling and emergency reinstatement works.
10. Other expenses are favourable to budget due to reduced legal and consultancy expenditure (\$144,000 favourable to budget), and timing of economic development expenditure (\$72,000 favourable to budget) and other general expenditure (\$104,000 favourable to budget).

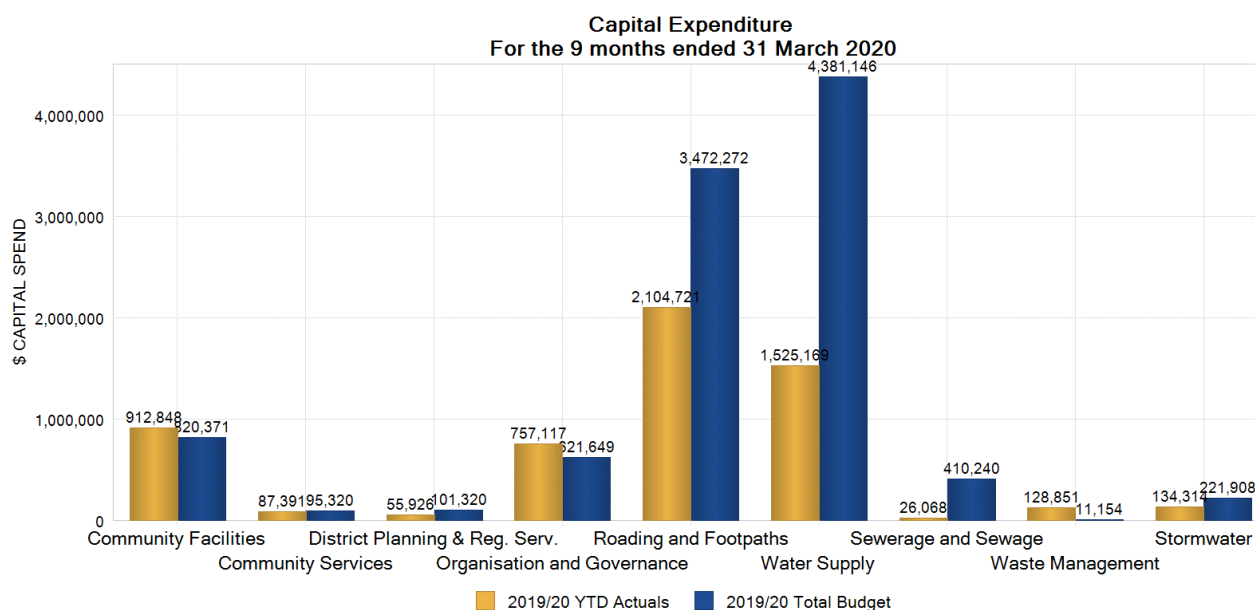
Waimate District Council

Statement of Financial Position

As at 31 March 2020

	Movement Note	Actual 31 March 2020 \$000	Actual 30 June 2019 \$000	Movement \$000
Assets				
Current Assets				
Cash and cash equivalents		3,281	4,530	(1,249)
Trade and other receivables		1,213	1,593	(380)
Inventories		102	113	(11)
Other financial assets		637	637	-
Total Current Assets		5,233	6,873	(1,639)
Non Current Assets				
Property, plant and equipment		403,983	402,837	1,146
Forestry assets		1,894	1,894	-
Intangible assets		305	277	29
Other financial assets		14,683	14,683	(0)
Total Non Current Assets		420,866	419,692	1,174
Total Assets		426,099	426,564	(465)
Liabilities				
Current Liabilities				
Trade and other payables		1,193	1,923	(730)
Borrowings		71	71	-
Provisions		5	5	-
Employment Benefit Expenses		311	367	(56)
Derivative financial instruments		-	-	-
Total Current Liabilities		1,580	2,366	(786)
Non Current Liabilities				
Provisions		54	54	-
Borrowings		2,540	2,595	(55)
Total Non Current Liabilities		2,594	2,649	(55)
Equity				
Public Equity		85,829	85,535	294
Reserves		336,096	336,014	82
Total Equity		421,925	421,549	376
Total Liabilities and Equity		426,099	426,564	(465)

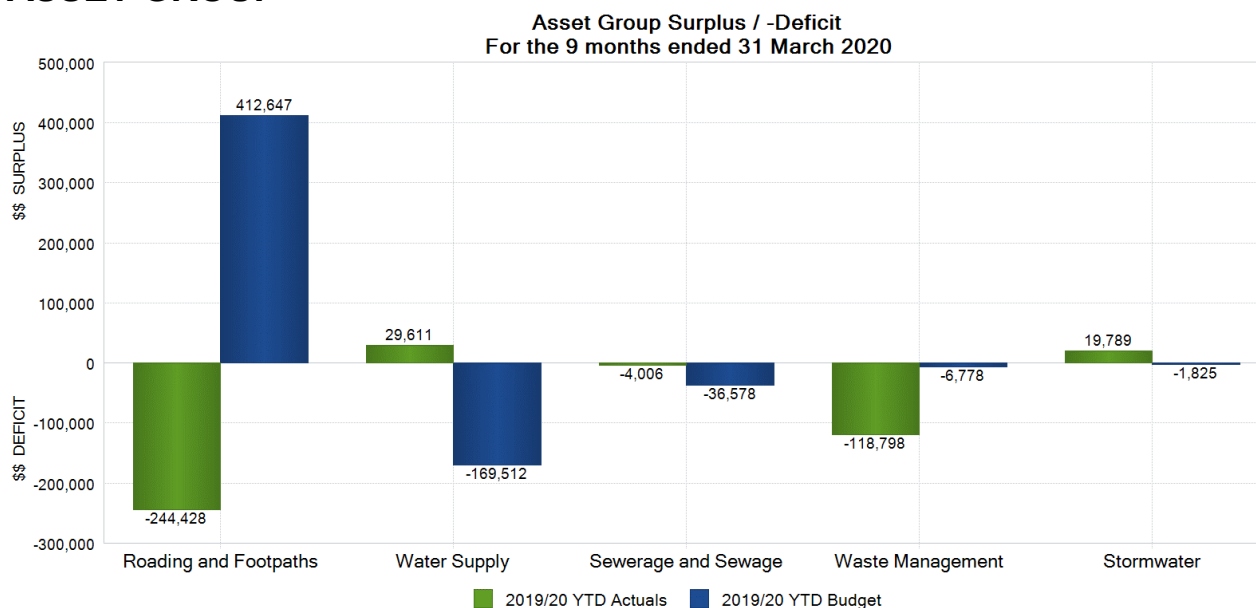
TOTAL CAPITAL EXPENDITURE BY GROUP



Note: Year to date Actuals (yellow) includes capital work in progress at 30 June 2019. The Total Budget (blue) includes carry forward budgets as approved at the Council meeting held on 8 October 2019.

11. Totals:	Spend to date (including WIP at 30 June 2019)	\$ 5,732,405
	Work In Progress carried forward from 30 June 2019	\$ <u>-835,110</u>
	Total spend to 31 March 2020	\$ 4,897,295
	2019/20 Annual Plan Budget	\$ 8,156,380
	Budget carry forwards from 2018/19	\$ <u>1,979,000</u>
	2019/20 Total Budget (including Carry Forwards)	\$10,135,380
	% of total budget spent	48%
	Less projects not likely to proceed this year:	
	Roading bridge renewal – Crouches Bridge, Youngs road	\$ -480,000
	Waikakahi Rural Water – Drinking Water upgrade	\$ -1,439,000
	Public Toilets	\$ <u>-200,000</u>
		\$ -2,119,000
	2019/20 Updated projected capital budget	\$ 8,016,380
	% of total updated budget spent	61%

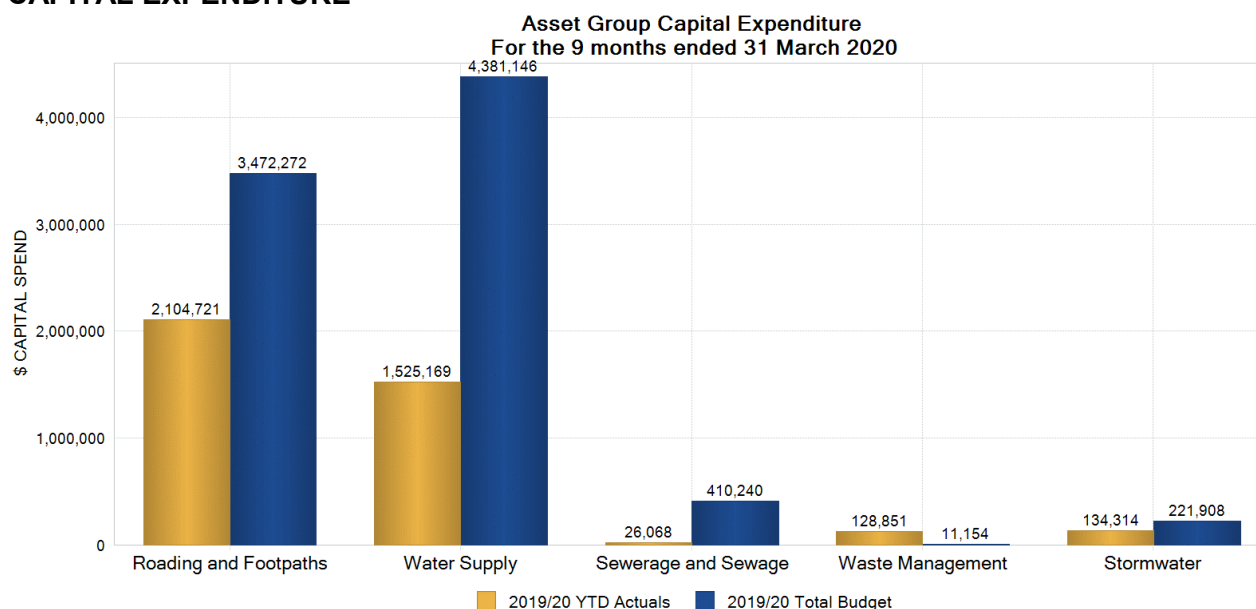
ASSET GROUP



VARIANCE ANALYSIS – DAN MITCHELL

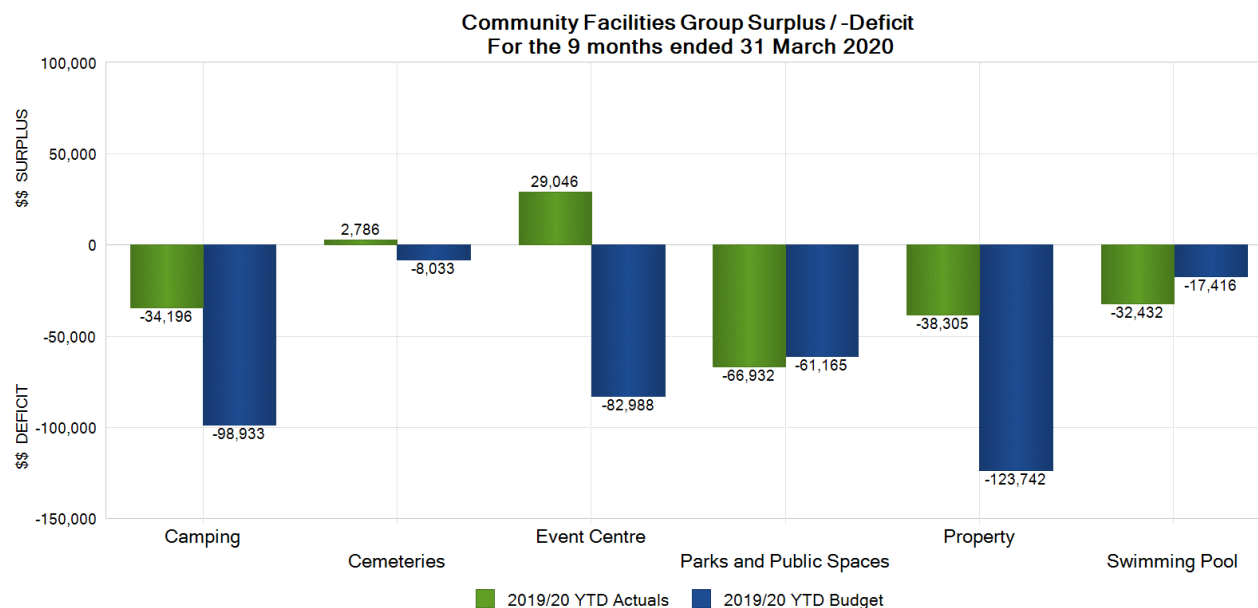
12. Roding and Footpaths – The deficit of \$244,428 is unfavourable (Budget surplus: \$412,647) due to increased operational spends and reduced NZTA subsidy income as a result of the timing of capital works.
13. Water Supply – The surplus of \$29,611 is favourable (Budget deficit: \$169,512) due to increased rural water capital contributions income and overall reduced expenditure.
14. Waste Management – The deficit of \$118,798 is unfavourable (Budget deficit: \$6,778) due to increased contract costs, including renewal costs, for waste collection and disposal.

CAPITAL EXPENDITURE



15. Roding and Footpaths – The budget includes upgrade of the Crouches Bridge.
16. Water Supply – The budget includes upgrades for compliance to Drinking Water Standards New Zealand (DWSNZ) for the Hook/Waituna, Lower Waihao, Otaio/Makikihi and Waikakahi rural water schemes.
17. Some water scheme upgrades to meet DWSNZ may be further delayed due to the formation of the Regulator and uncertainty surrounding rural water supplies.
18. Sewerage – The budget includes renewals reprogrammed for Edward Street upgrade (carried forward) and the Queen Street project

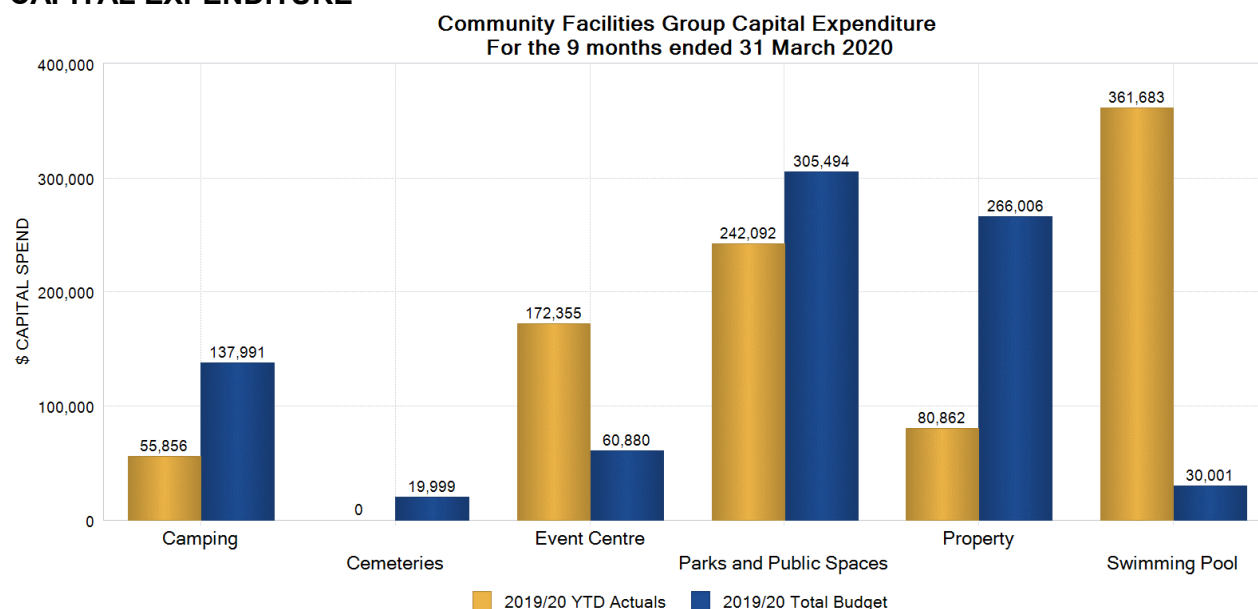
COMMUNITY FACILITIES GROUP



VARIANCE ANALYSIS – DAN MITCHELL

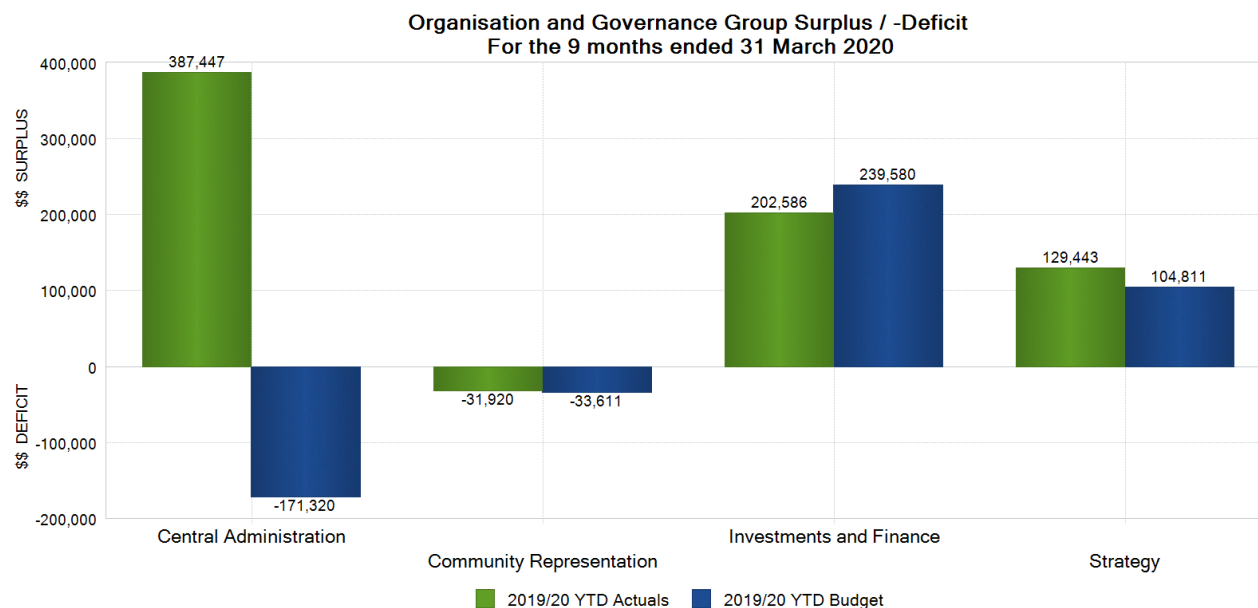
19. Camping – The deficit of \$34,196 is favourable (Budget deficit \$98,933) due to increased camping fees and charges income compared to budget.
20. Event Centre – The surplus of \$29,046 is favourable (Budget deficit: \$82,988) due to donations received towards the sound system (\$4,360) and the community vehicle garage project (\$90,000).
21. Property – The deficit of \$38,305 is favourable (Budget deficit: \$123,742) due to reduced labour allocations to Public Toilets compared to budget.

CAPITAL EXPENDITURE



22. Event Centre – Actuals (in yellow) include the Community Vehicle Trust Garage project which is partially funded from a donation, with the remaining spend funded from reserves as approved by Council.
23. Swimming Pool – Actuals include work in progress at June 2019 of \$249,300 for the heating project. The project is now complete.

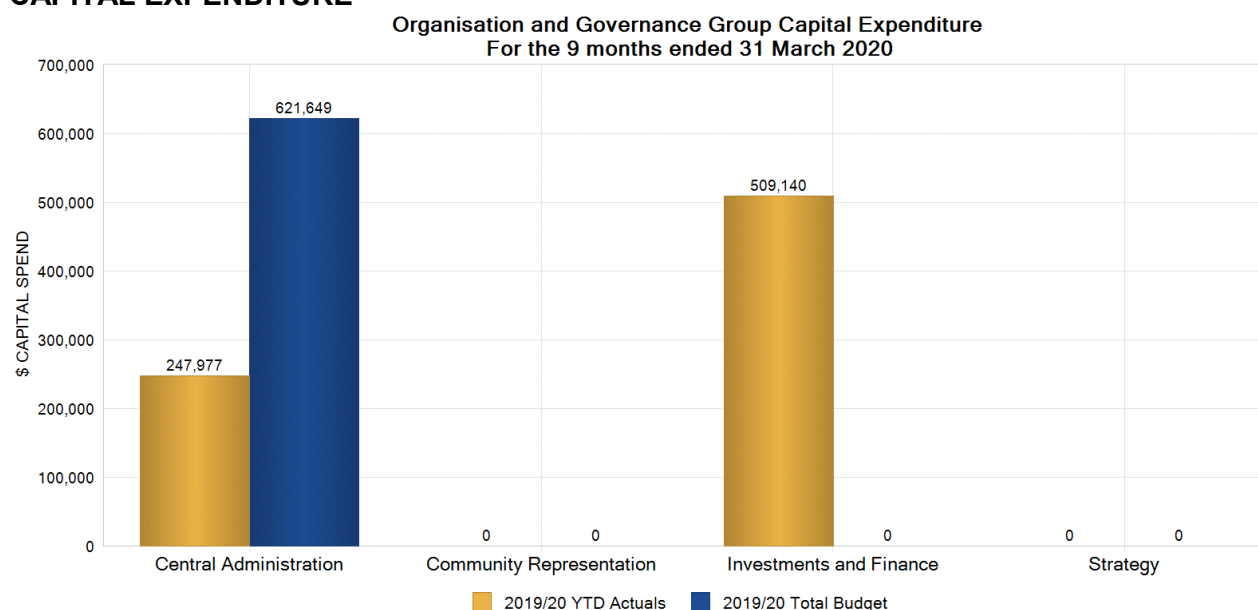
ORGANISATION AND GOVERNANCE GROUP



VARIANCES ANALYSIS – TINA STEVENSON AND CAROLYN JOHNS

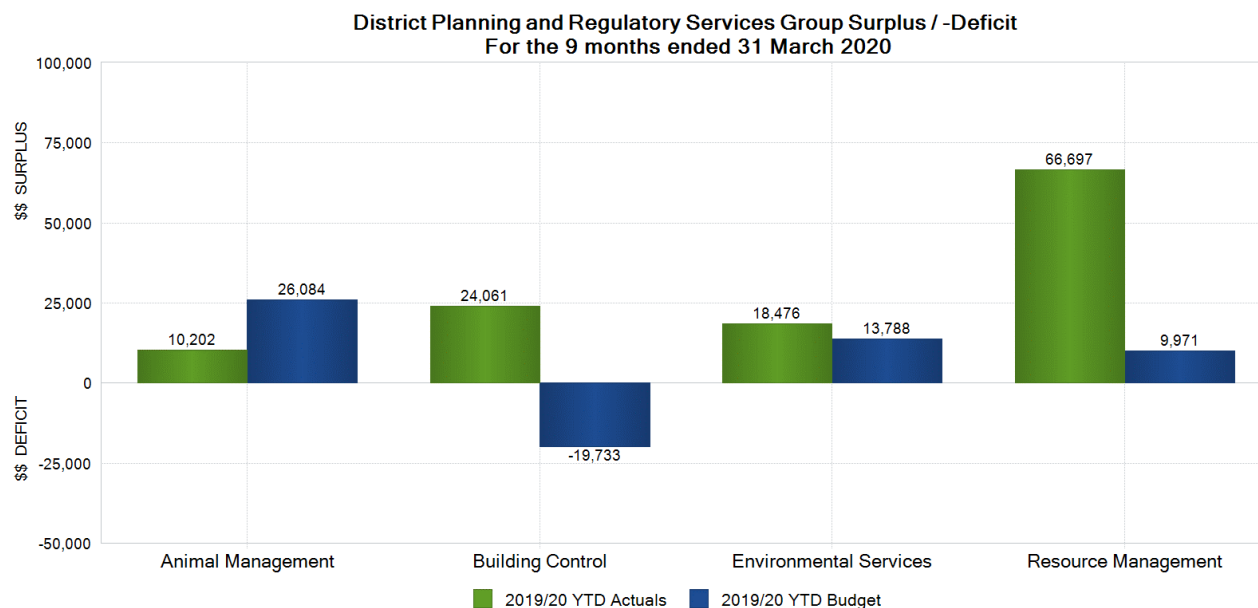
24. Central Administration – The surplus of \$387,447 is favourable (Budget deficit: \$171,320) due to reduced expenditure for employment benefit expenses as a result of vacant positions, depreciation expenses following timing of vehicle replacements, consultancy, legal and other general expenditure.

CAPITAL EXPENDITURE



25. Central Administration – The budget includes vehicle replacement carry forwards of \$250,000.
26. Investments and Finance – Expenditure has been incurred for the purchase, fit-out and refurbishment of the investment property at Gorge Road.

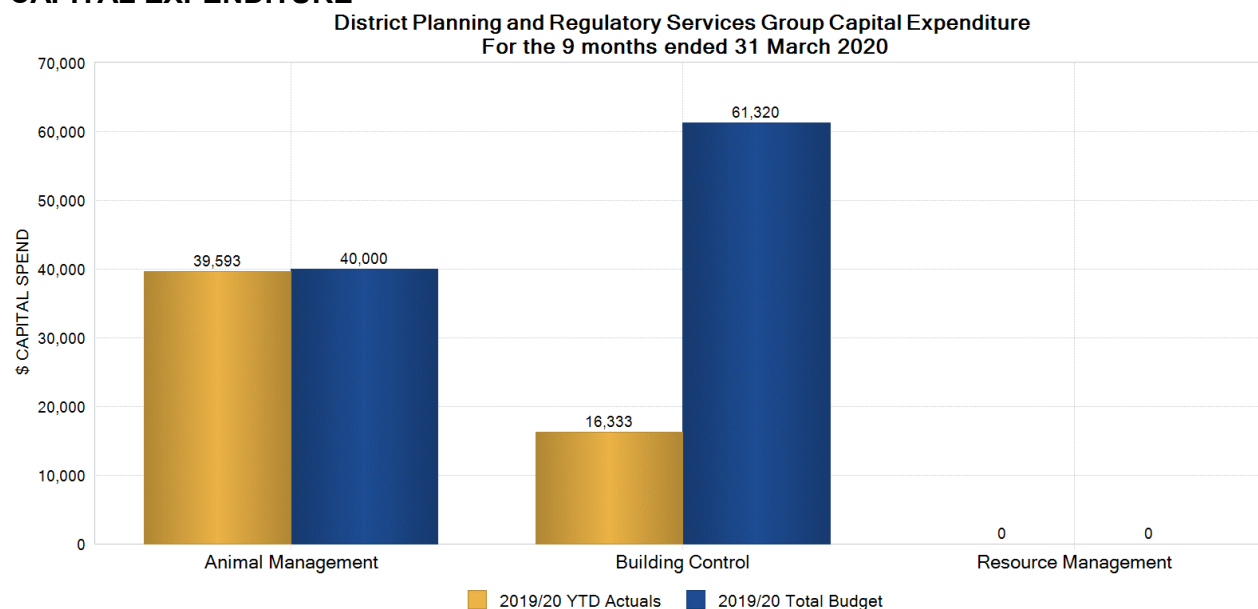
DISTRICT PLANNING AND REGULATORY SERVICES GROUP



VARIANCE ANALYSIS – PAUL COOPER

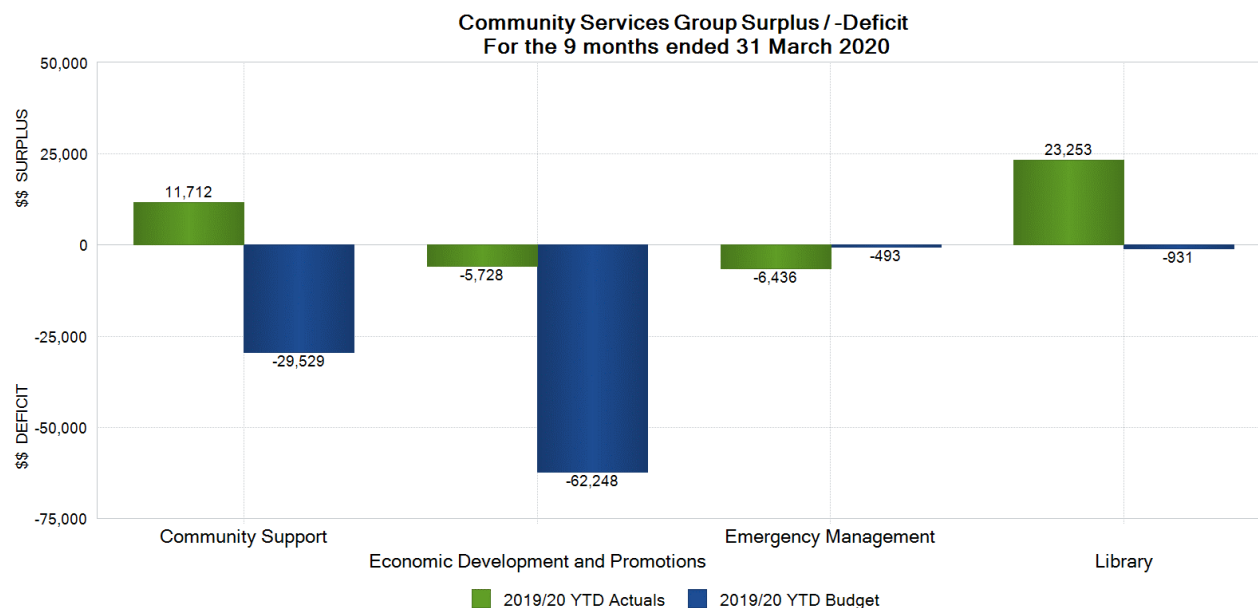
27. Building Control – The surplus of \$24,061 is favourable (Budget deficit: \$19,733) due to increased consent income (\$24,300 favourable to budget), in addition to reduced expenditure.
28. Resource Management – The surplus of \$66,697 is favourable (Budget surplus: \$9,971) due to reduced monitoring expenditure.

CAPITAL EXPENDITURE



29. All capital works are on target for completion.

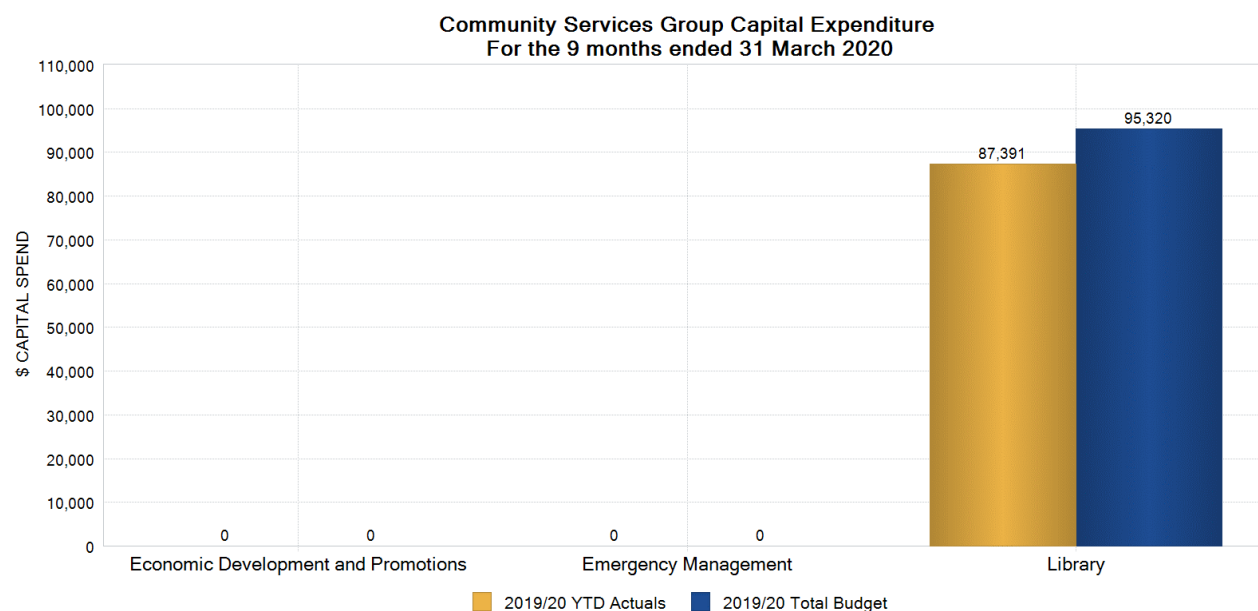
COMMUNITY SERVICES GROUP



VARIANCE ANALYSIS – CAROLYN JOHNS AND MICHELLE JONES

30. Community Support – The surplus of \$11,712 is favourable (Budget deficit: \$29,529) due to the timing of grant expenditure.
31. Economic Development and Promotions - The deficit of \$5,728 is favourable (Budget deficit: \$62,248) due to the timing of economic development strategy and initiatives expenditure.

CAPITAL EXPENDITURE



32. Library – Actuals (in yellow) include work in progress at June 2019 of \$26,000 for the Self Service and Item Security software.

RECOMMENDATION

That the Finance Report for the 9 months ended 31 March 2020 is accepted.

17.4 PRESENTATION - POLICE

Author: Karalyn Reid, Committee Secretary and PA to the Mayor
Authoriser: Tina Stevenson, Corporate Services Group Manager
Attachments: Nil

PURPOSE

New Waimate Sergeant Brian Ennis will be introduced to Councillors, and give an update to Council on police activity around the Waimate District.

17.5 ECONOMIC DEVELOPMENT STEERING GROUP - WHITE HORSE DEVELOPMENT PROJECT - STAGE 1

Author: Michelle Jones, Executive Support Manager

Authoriser: Michelle Jones, Executive Support Manager

Attachments: 1. White Horse development concept plan - stage 1  

PURPOSE

1. The purpose of this report is for Council to consider the White Horse development concept plan (stage 1) and associated funding request.

BACKGROUND

2. In February 2019, Council approved the Economic Development Strategy Action Plans. The strategic theme 'Growing the district's visitor economy' includes action item 2.3 '*Enhance the White Horse monument and surrounds*'. The focus of the action is to enhance the White Horse and surrounding area as a visitor attraction and adventure playground.
3. The Economic Development Steering Group has been working in partnership with Waimate2gether, via the Department of Internal Affairs' Community Led Development Programme, to progress the project.

PROPOSAL

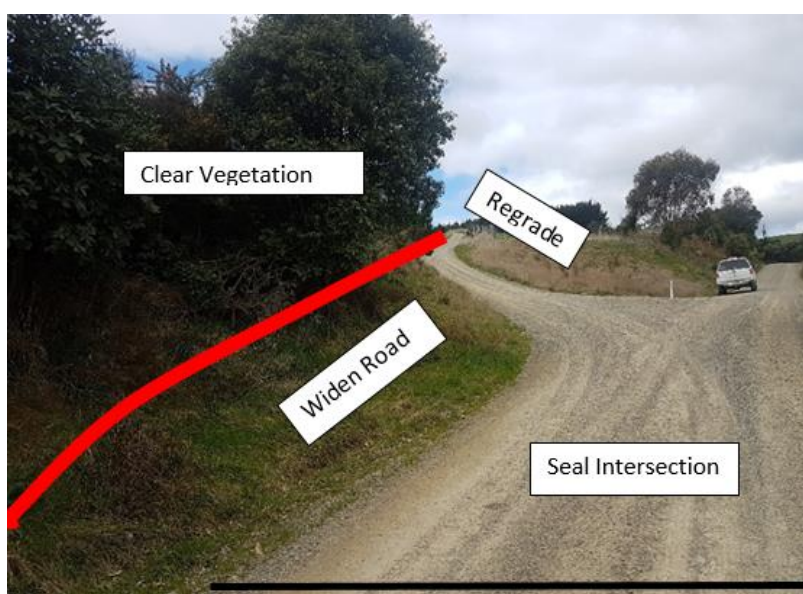
4. The development of the White Horse area is a 2-stage project. A concept plan has been developed by Glasson Huxtable Landscape Architects, based on feedback received from the Economic Development Steering Group, Waimate2gether and public consultation. This initial work was paid for by a grant from the Department of Internal Affairs to Waimate2gether. The site analysis and concept plan for stage 1 is attached.
5. Stage 1 largely consists of soft and hard landscaping; installation of viewing platforms, street furniture, public toilet and security cameras; signage; and repairing and resurfacing the White Horse. A structural assessment will be undertaken to determine whether the monument is stable prior to repairs and resurfacing being undertaken.
6. Stage 2 is a medium term project (years 2-4) and will be subject to separate approval and funding requests. This stage will include an adventure playground, beginner and advanced pump and skills tracks, tube slides, and a service kiosk/café/rental.
7. To receive funding from the Community Led Development Programme, Waimate2gether is required to collaborate with as many community partners as possible. Waimate2gether has approached key local organisations for support and partnership in this community project. Funding will also be sought from other external funding providers.
8. The cost of stage 1 has been estimated at \$304,719.35 (GST exclusive). This does not include a structural assessment of the White Horse, signage or work required to Parkers Bush/Centrewood roads. Prices require further review during the detailed design phase.
9. Waimate2gether will be applying for a large proportion of the estimated cost, and strong support from Council will enhance their applications.

10. As a key community partner 'significant investment' is being sought from Council. The Economic Development Steering Group is recommending that Council contribute a total of \$98,000 towards stage 1. This is broken down as follows:

Economic Development Special Grant Fund	\$20,000
2020/21 Low Cost Low Risk Improvement roading budget* <ul style="list-style-type: none"> Regrade the first 100m of Centrewood Park Road and remove the old stop cattle foundations (\$15,000) Widen the left side of the approach to the intersection and remove vegetation (\$6,000) Seal the intersection and the first 100m of Centrewood Park Road (\$45,000)** 	\$66,000
Staff time (in kind contribution)	
Total	\$86,000

* Roothing costs are estimates only

** Work could be undertaken in October/November 2020



11. If the 500m hill section on Centrewood Park Road were to be sealed and funded from the roading budget, a business case demonstrating the benefits would be required. It is not proposed to include this in the NZTA bid at this stage.
12. Staff time is required to ensure the project is successfully implemented and will be recorded so we can understand Council's full contribution to the project. Staff time will be considered as an 'in kind' contribution from Council.
13. Ongoing operational costs include maintenance of the reserve (estimated \$12,000 per annum) and an estimated \$7,000 per annum for cleaning of the public toilet.
14. The project will be subject to resource and building consent requirements.
15. Wherever possible services will be provided by local contractors/organisations.

Options

16. Option 1 – status quo, do not proceed with the proposed development.
17. Option 2 – proceed with the stage 1 development as proposed.

ASSESSMENT OF SIGNIFICANCE

18. This matter is not deemed significant under the Council's Significance and Engagement Policy, however, Parks and Reserves are deemed to be a strategic asset. Council has extensively consulted with the community on the potential development of the White Horse and surrounding area over the past two years and has received favourable support. Consultation has also been undertaken more recently by Waimate2gether.

CONSIDERATIONS**Legislation**

19. Reserves Act 1977

Territorial or Regional Council Regulations, Plans or Bylaws

20. Waimate District Plan – Category A heritage item (item 120)
21. Waimate Consolidated Bylaw
22. General Reserves Policy 2019
23. Smoke-free Environments Policy 2019
24. Economic Development Strategy Action Plan – Item 2.3 “Enhance the White Horse monument and surrounds”
25. Parks and Recreation Asset Management Plan 2017
26. Sport and Recreation Plan 2017

FINANCIAL

27. It is proposed that Council contribute to the project via the following:
- a. \$20,000 from the Economic Development Special Grant Fund (Alpine Energy dividend) – there is currently \$110,897 remaining
 - b. \$66,000 from the 2020/21 Low Cost Low Risk Improvement roading budget – there is \$300,000 budgeted.

RECOMMENDATION

1. That the Economic Development Steering Group – White Horse Development Project Stage 1 report is accepted; and
2. That Council approve the White Horse Stage 1 Development Concept Plan; and
3. That Council contribute \$20,000 from the Economic Development Special Grant Fund towards Stage 1; and
4. That Council contribute \$66,000 from the 2020/21 Low Cost Low Risk Improvement Roothing Budget towards Stage 1; and
5. That staff time be recorded as an ‘in kind’ contribution; and
6. That Council supports Waimate2gether’s funding application to the Community Led Development Programme for Stage 1; and
7. That Council acknowledges its significant partnership with Waimate2gether on the White Horse Development Project

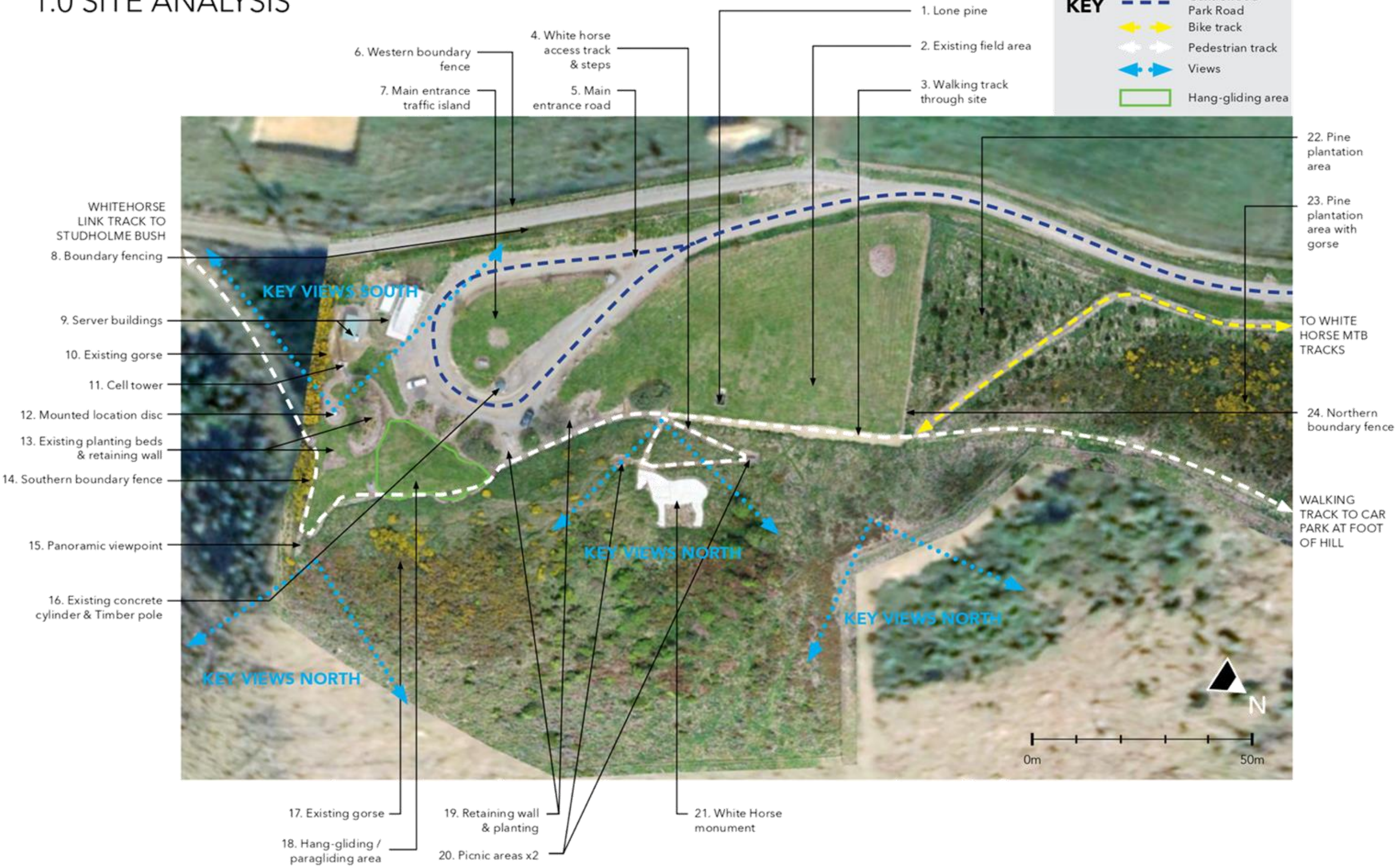


WAIMATE WHITE HORSE



SITE ANALYSIS & CONCEPT DOCUMENT - LANDSCAPE
06/03/2020
REV B

1.0 SITE ANALYSIS



1.1 GENERAL OBSERVATIONS & RECOMMENDATIONS

VEHICULAR ACCESS, ARRIVAL & PARKING

Observations

Arriving by car from Centrewood Park Road, the core arrival area is visually cluttered with structures including a container, shed, generator housing, cell tower, wooden pole, concrete cylinder and yellow bollards. A brightly colored mural further attracts attention towards the server container building and ancillary structures, and signage in the central traffic island could be grouped and more sensitively located.

Parking could be better defined and there is currently no access to the field area, which could potentially be used for parking / accessible route to the white horse etc.

Proposed changes

- Long term:**
- This is a sensitive rural landscape with a coherent character. It has a high public amenity value due to its extensive panoramic views. Some of the views to the south and from the approach are being interrupted by structures in key locations, which visually clutter the site. It is our recommendation that un-sympathetic structures impacting on the approach to the reserve area and southern viewshafts are consolidated and moved to a less sensitive location.
- Short term:**
- Relocate road back from building and install mounds in front with shrubs to soften and screen the building
 - Paint buildings, bollards and structures in a recessive colour scheme, more sympathetic to the location
 - Consolidate items on single pole if possible
 - Re-locate timber pole and concrete cylinder away from main entrance traffic island
 - Re-locate & group signage in one area
 - Provide access to existing field to allow for additional parking and longer term parking for walkers and MTB users near to the start of the tracks.
 - Define short term parking area at southern end of loop on Centrewood Road
 - Define new entry point and longer term parking area for walkers, mountain bikers and camper vans in field to north

Related numbers on site analysis plan:
5, 7, 9, 2, 11, 16



Entrance area, showing concrete cylinder, timber pole & signage.



Entrance area, showing server building, cell tower, concrete cylinder (behind bush) and timber pole to left.



Key views to west interrupted by buildings.



Cell tower & mural.

PEDESTRIAN ACCESS & HARDSCAPING

Observations

The main path through the site is uneven and irregular in places and would benefit from a defined edge and connect to the walking tracks at the N and S end of the site. The site is not currently suitable for all access needs due to the uneven surface and width. Timber steps have a limited life span. There is a desire for access around the base of the white horse. Rock retaining walls are in poor state of repair and need attention

Proposed changes

- Formalise footpath surface, width and edging around the core white horse monument area to allow for a smoother and accessible finish (asphalt & stone edging)
- Connect walking tracks to N and S
- Change steps to a more longer term solution
- Explore access route around the base of the white horse
- Repair rock retaining walls

Related numbers on site analysis plan:
3, 4, 13, 19



N-S walking track through the site is currently disconnected.



Uneven path surface with no formal edge.



Longer term solution for steps.

1.2 GENERAL OBSERVATIONS & RECOMMENDATIONS

PLANTING

Observations

The lone pine "*Pinus brutia*" is exhibiting signs of stress and the current conditions have stunted its growth to just over 1m. (it should be 3-4m high by now). Ensure tree is regularly mulched and weeds removed from around its base. Retain pine and existing plaque commemorating its connection to Gallipoli. Monitor health of tree over next few years and consider relocating if it fails to thrive.

Existing amenity planting beds around the core of the site are in a logical locations that don't impact on views or activity. Planting is basic and sparse in places and in need of supplementation. There is an over-dominance of gorse and broom on site particularly adjacent to the eastern boundary, the south east corner and within the pine plantation to the northwest.

Proposed changes

- Regular maintenance checks including mulch top ups of lone pine tree (*Pinus brutia*). Monitor health and consider relocating if the tree fails to thrive in the long term.
- Suggest additional mounding and plantings to soften and screen the server buildings from the approach to the site
- Review planting to enhance the setting and provide increased amenity with local hardy natives eg: hebes, coprosma etc
- Provide supplemental planting where required and rock retaining walls need to be repaired around the garden beds
- Control the gorse and replant with native vegetation

Related numbers on site analysis plan:
1, 9, 13, 14, 10, 17, 19, 23



Maintain lone pine tree & plaque, mulch and monitor tree health.



Gorse and broom needs controlling.



Planting beds needs planting.



Existing planting areas need supplementing and enhancing and collapsed rock walls need to be repaired.



Plant and mound to soften and screen server building from the approach to the site.



Existing planting areas need supplementing and enhancing and collapsed rock walls need to be repaired.

FENCING

Observations

The wire boundary fencing is old, unattractive and in need of updating

Proposed changes

- Propose using existing timber post and 2 rail style along western boundary to tie the site together

Related numbers on site analysis plan:
6, 8, 24



Existing wire fence along northern and southern boundaries.



Use of the existing timber post and 2 rail fence design on western boundary will help to provide a consistent boundary fence style.

1.3 GENERAL OBSERVATIONS & RECOMMENDATIONS

WAYFINDING

Observations

Existing signage could be consolidated and formalised to a consistent style.

Proposed changes

- Consolidate and limit signage to key locations.
- Devise a consistent theme for the signs.
- Get local school to devise directional wayfinding icons to be inset into path (colour coded by route?)
 - 1) White horse access track.
 - 2) Whitehorse link track north from top of white horse.
 - 3) Walking track towards bike tracks south from top of white horse.



Memorial stone plaque.



Local school has created wayfinding icons.



Existing MTB Track signage.



Information & warning signs.

SITE FACILITIES & VIEWPOINTS

Observations

- Existing furniture is in need of replacement.
- No toilet on site.
- No apparent rubbish strategy on site.
- If there are to be campervan parking spots, then provide.
- Two key viewpoints locations were identified on site, which provide panoramic views stretching from the north to south. These viewing locations are relatively precarious with no accessible route to them.

Proposed changes

- Replace picnic tables
- Propose additional locations for picnic tables in front of any campervan area
- Provide rubbish facilities or a sign to remove your rubbish from site
- 2 x picnic tables above the white horse monument need a new expanded platform and rockwork retaining wall.
- Provide option for a accessible toilet facility
- Provide additional viewing platforms to enhance the viewing opportunities (one route at least to be accessible)

Related numbers on site analysis plan:
20, 18, 15



Picnic tables above the white horse need replacing and a new concrete pad and rock retaining feature adding.



Picnic table needs updating and proper concrete pad.



Key panoramic viewpoint location.



Key panoramic viewpoint location (also with view over white horse).

1.4 SPECIFIC OBSERVATIONS & RECOMMENDATIONS

WHITE HORSE MONUMENT

Observations

- Concrete condition is degraded, cracked and uneven.
- Access to bottom of monument not possible
- Difficult to view monument from perspective other than close up from top
- Vegetation is screening the monument
- Gorse prevalent

Proposed changes

- **Structural engineer to assess White Horse Monument to with a view to seeing if it can be economically repaired and retentained if at all possible. The monument should be safe enough so that it is able to withstand members of the public walking on it and the surface should be sensitively restored and painted with a specified concrete paint from Resene.**
- If the repairs are feasible from both a technical and financial perspective, then the concrete surface should be sensitively restored and the foundations made sound (if necessary).
- Create accessible viewing platform to south
- Remove existing vegetation to open up views to monument
- Remove and control gorse
- Plant low native shrubs and groundcover around monument

Related numbers on site analysis plan:
21



Concrete is in poor condition and needs repair.



Concrete is in poor condition and needs repair.



Concrete is in poor condition and needs repair. Needs track to access base of monument.



Remove vegetation screening views of white horse from key vantage points.

NOTE

With regard to the idea of adding a "cart" themed viewing platform: We feel that any structures or alterations to the surroundings in the vicinity to the White Horse Monument heritage structure should be simple, recessive and in keeping with the local landscape and surroundings to minimise any potential adverse impact on the monument. It is important to retain the White Horse Monument as the main focal point. A cart themed viewing deck would distract attention away from the monument and would therefore not be appropriate in our opinion. Please also refer to WDC Policy 1C – Alterations and Additions to Heritage Buildings as follows:

"Policy 1C – Alterations and Additions to Heritage Buildings Controlling alterations, removal, additions or painting of heritage buildings and structures so as to avoid adverse effects on heritage character and values.

Explanation and Reasons.
Alterations, removals, additions or painting heritage buildings and structures can compromise heritage values and character of heritage buildings, structures and their surroundings by altering important architectural or built form features".

Category A (Waimate White Horse Monument): The item warrants permanent preservation because it is of exceptional significance to the District. Category A includes all places of special or outstanding historical or cultural heritage significance included in Category 1 of the Historic Places Register. **Normally only minor alterations would be provided for by the District Plan rules.**

HANGLIDING / PARAGLIDING AREA

Observations

Existing area is lawn with an old existing bench that needs replacement

Proposed changes

- Site to be retained as lawn
- Replace bench
- Area to be kept free of obstacles

Related numbers on site analysis plan:
18



Hangliding / Paragliding area with existing picnic bench

1.5 SPECIFIC OBSERVATIONS & RECOMMENDATIONS

SOUTHERN OBSERVATION POINT

Observations

- Highest point on site
- Existing photometal plaque location disc
- Views to north screened by temporary buildings (shed and container)

Proposed changes

- Provide raised decked viewing platform with benches and area to set up telescopes to create a 360 degree viewing opportunity and night sky watching location plaque to be placed a centre with binoculars.
- LONG TERM: Relocate un-sympathetic structures and buildings that are obstructive of views from this location (fortunately buildings are temporary structures that are easily re-located)
- SHORT TERM: Paint structures in recessive colours

Related numbers on site analysis plan:
12, 9



Existing photometal plaque.



Key views to west interrupted by buildings.

1.6 FURTHER OPPORTUNITIES

FURTHER OPPORTUNITIES

Requested (see stage 2 & 3 plans)

- How can we expand and improve on the existing opportunities on site?
- Consider a potential cafe location for stage 2
- Consider a zip line location
- Consider a chairlift / gondola location
- Consider other opportunities

Proposed additional changes

- Provide suggestions for a nature play area in the existing pine plantation area to north of site
- Provide suggestions for a pump track
- Provide suggested location for jump features
- Suggest location for horse statue by local artist

Related numbers on site analysis plan:
22, 23



Potential location for nature play area.



Potential location for cafe / kiosk hardstand, pump track, jump features & gorse clearance.



Provide location for horse statue.



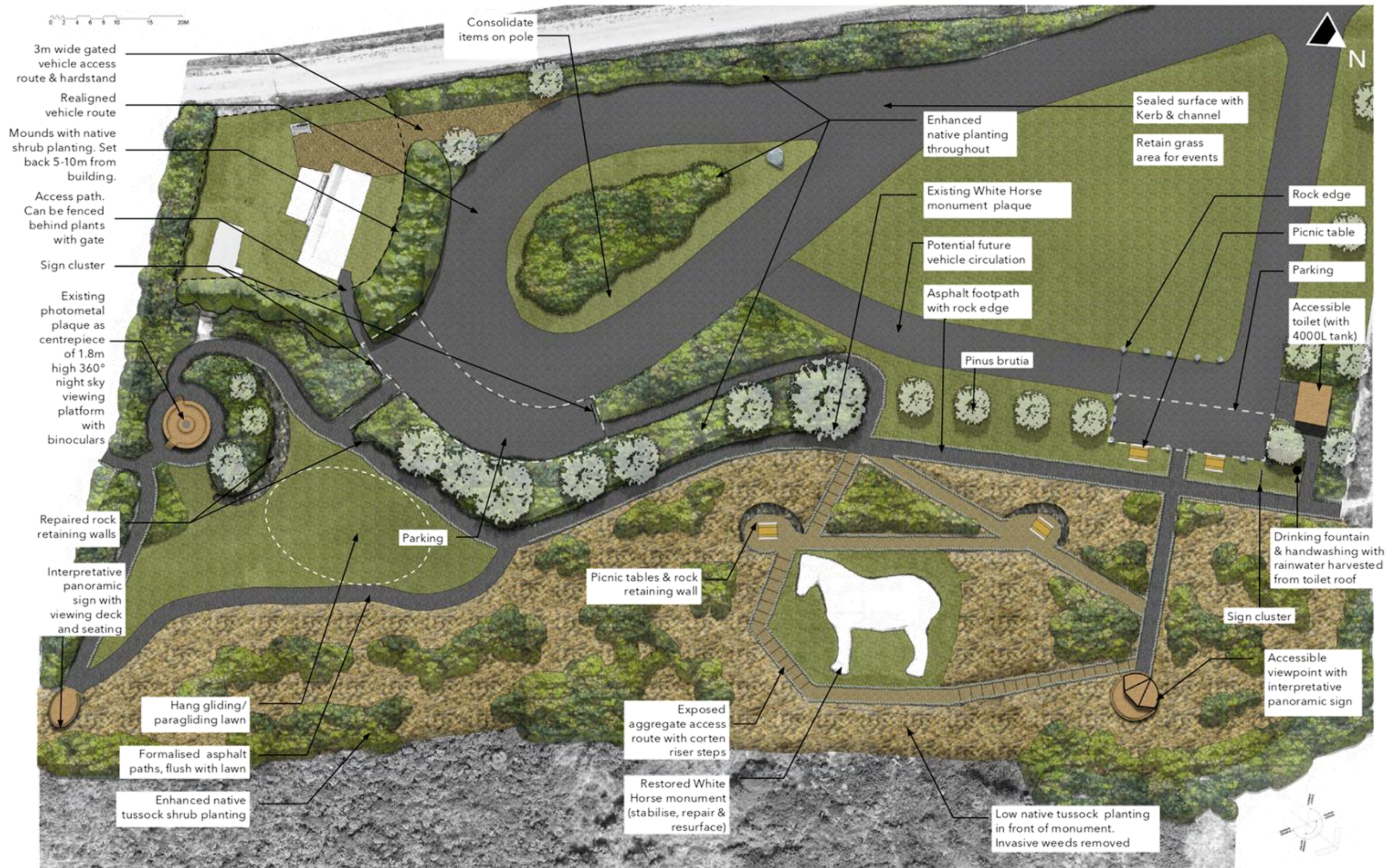
Provide location for possible future rental kiosk / cafe.

STAGE 1

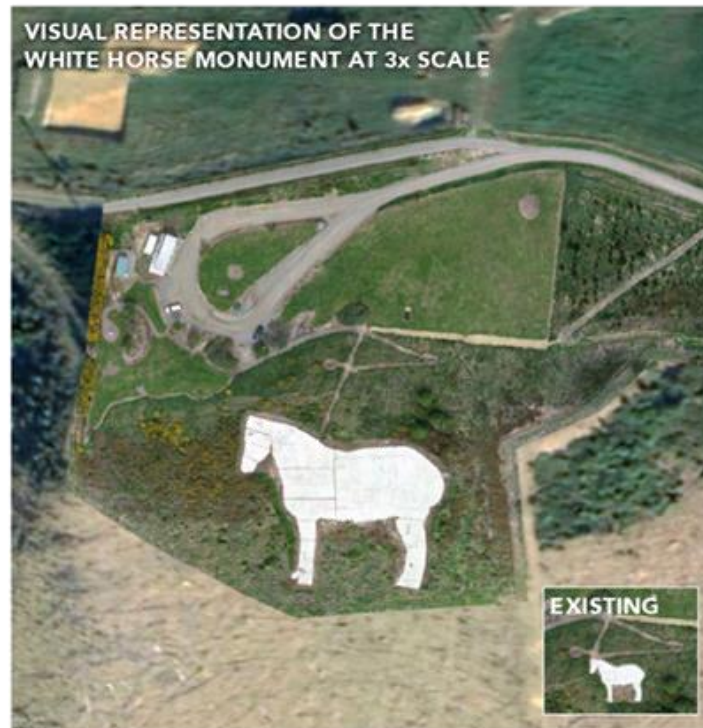
Short term (1-2 years)
Core site improvements

NB: The following proposals represent our suggestions for the best options / approach to improve the existing core area around the White Horse Monument. All drawings included in this document are conceptual only and require further developed design for construction.

2.0 STAGE 1 - CORE CONCEPT PLAN



2.1 WHITE HORSE MONUMENT



ENLARGEMENT OF THE WHITE HORSE

As part of this design exploration, we have been asked to explore the option of providing a white horse at 3 times the size of the existing (attached). This would result in an increase in size from 14.5m high x 17.5m wide to metres to 58m wide x 70m in height as shown.

VISIBILITY FROM SH1

The White Horse Monument is primarily visible within the field of view (FOV) for approx. 5-6km for motorists approaching from the north. However, it is not readily discernible as it is a very minor component within the wider landscape. Although a larger, 70m wide horse would be slightly more visible, although still a very minor component of the wider view, even at the closest visible location, approximately 6km away (shown as viewpoint 1).

Visibility for motorists on SH1 approaching the from south is limited to glimpses due to intervening landforms. At the point the monument becomes visible, it is behind the users viewshaft and so is not likely to be often viewed by motorists from this direction. I therefore conclude that a enlarged monument would not significantly increase visibility from SH1.

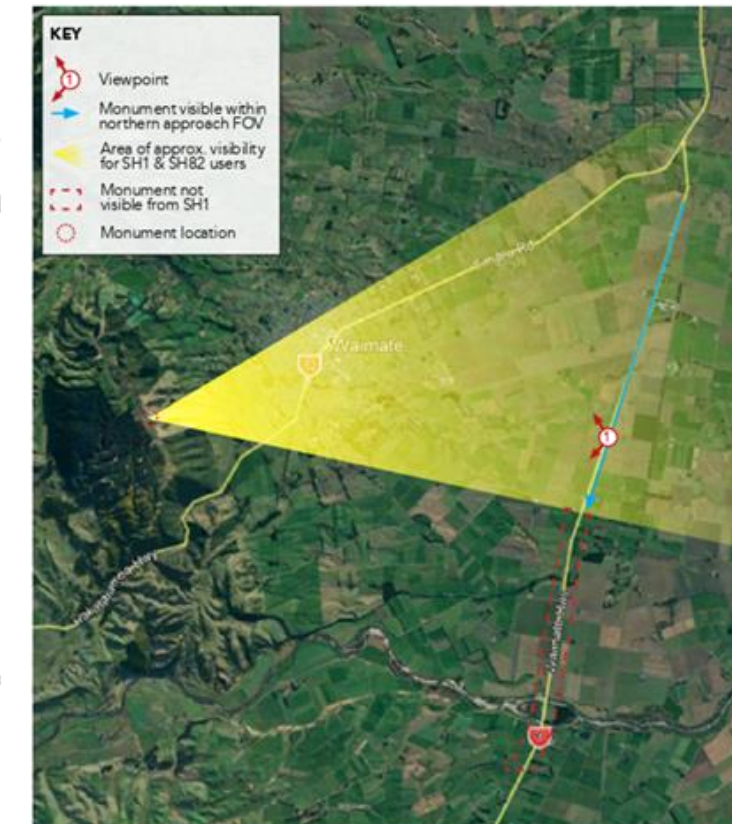
SENSITIVITY TO THE EXISTING MONUMENT

The White Horse Monument "in commemoration of the work done by Clydesdales in the agricultural development of Waimate" is recognised in the Waimate District Council plan as a Category A heritage item, which states that it:

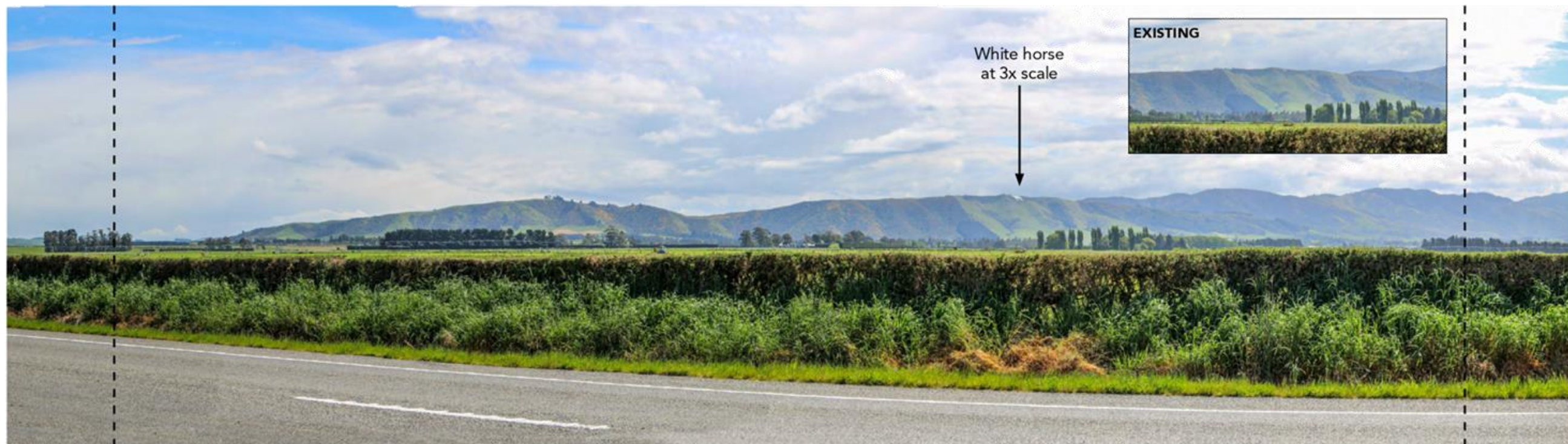
"warrants permanent preservation because it is of exceptional significance to the District. Category A includes all places of special or outstanding historical or cultural heritage significance included in Category 1 of the Historic Places Register. Normally only minor alterations would be provided for by the District Plan rules".

CONCLUSION

This monument has a cultural and historic value. It's physical presence communicates the authentic story of its genesis and a message that celebrates our past. To remove the white horse all together and replace it with a new, larger one would diminish the history and authenticity that the original imparts. **We recommend that an investigation by a structural engineer is undertaken to determine the extent of the repair work required to restore the existing, and that destruction of this monument is avoided if at all possible. Also see recommendations on sheet 1.4.**



VIEWPOINT 1.0 STATE HIGHWAY 1



Viewpoint 1: Panoramic view from SH1. Location is approximately 8km from the site. Viewpoint is looking in a westerly direction towards the site. Viewpoint is at GPS coordinates: 171° 6'45.61"E, 44°44'52.34"S. Taken with a Canon 600D camera with a 50mm lens. This is a public viewpoint. Photographs to be viewed at approximately 200mm distance from eye level.

2.2 CELL TOWER & BUILDING MITIGATION



DESIGN NOTES

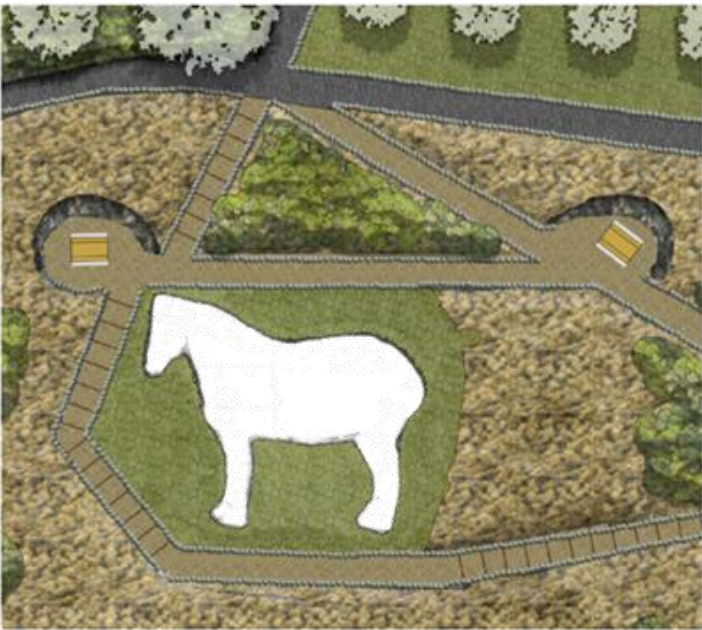
In response to WDC's preference to retain the cluster of buildings housing the servers, the best approach for this scenario would be as follows:

Mounding with planting to be provided in front of buildings to screen from approach. (To be set back 5-10m to allow for air flow). Low shrub planting (max 2-3m high) and mounding to screen buildings. Painted in dark green colour scheme to recede into the receiving environment.

Use of RAL 9018 grey (a standard colour for wind farms) to ensure that the cell tower blends into the sky as well as possible. The colour merges to green at the base to feather the tower into the foreground.



2.3 WHITE HORSE PICNIC AREAS



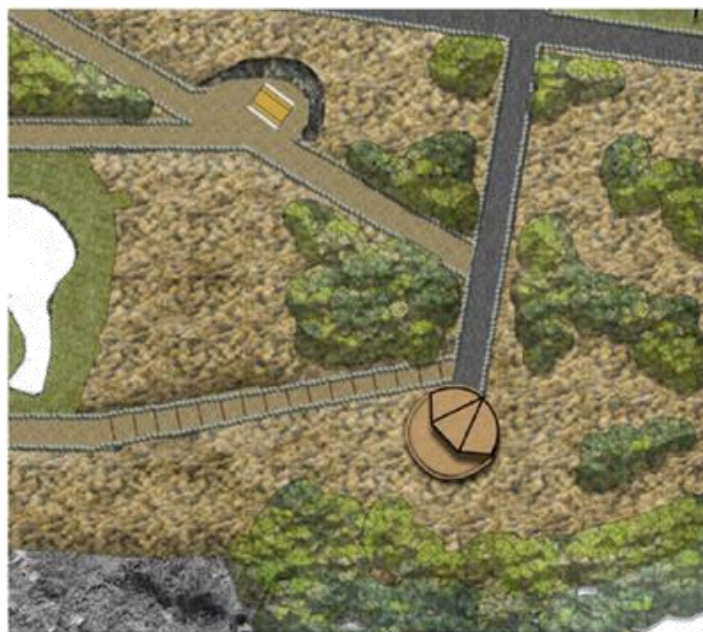
DESIGN NOTES

Provide a exposed aggregate concrete surface with a bluestone header course use of a tawny/brown coloured aggregate will blend in with the hillside so as not to detract from the monument. It will also provide a more stable low-maintenance access route to the white horse monument, picnic tables are replaced and area is enlarged with stone retaining wall repaired and re-faced.

Planting is predominately eco-sourced indigenous tussock species such as Chionochloa ridigia with islands of low eco-sourced shrubs to enusure views of the monument are maintained.

Existing invasive species to be removed and any large trees or shrubs around the monument to be managed to a lower height or removed.

2.4 WHITE HORSE - ACCESSIBLE VIEWING PLATFORM



DESIGN NOTES

Shown in the visual is a concept for an accessible sheltered timber viewing platform with picnic table.

The location affords expansive views of the surrounding area and white horse monument, to ensure that everyone who visits can fully experience the views from this location and also the white horse monument.

Steps from the platform connect to a lower route around the base of the monument. Corten risers, flush with the exposed aggregate concrete on the steps help to create a rustic aesthetic.

Planting is predominately eco-sourced indigenous tussock species such as *Chionochloa ridgii* with islands of low eco-sourced shrubs to ensure views of the monument are maintained.

Existing invasive species to be removed and any large trees or shrubs around the monument to be managed to a lower height or removed.

NATIVE TREES & LARGE SHRUBS PALETTE

NOTE: SHRUBS & TREES TO BE LOCALLY ECOSOURCED



Podocarpus totara



Sophora microphylla



Myoporum laetum



Myrsine australis



Kunzea ericoides



Cordyline australis



Pittosporum eugenioides



Metrosideros umbellata



Dodonea viscosa



Coprosma robusta



Hebe salicifolia



Pittosporum tenuifolium

NAITIVE MEDIUM - LOW SHRUBS PALLETE

NOTE: SHRUBS & TREES TO BE LOCALLY ECOSOURCED



Coprosma rotundifolia



Muehlenbeckia complexa



Austroderia richardii



Chionochloa rigida



Coprosma crassifolia



Coprosma rhamnoides



Coprosma rugosa



Phormium cookianum



Coprosma acerosa



Coprosma virescens



Rubus barkeri

INDICATIVE HARDSCAPE PALLETE

MATERIALS



Split face bluestone edging



Exposed aggregate concrete



Asphalt

PAVING TYPOLOGIES

5.5-6m wide access road



Asphalt road



Split face bluestone rumble strip / threshold at entrance

1.5m wide accessible pedestrian route



Asphalt with split face bluestone edging

1.5m wide white horse access route



Exposed aggregate with split face bluestone edging



Exposed aggregate concrete steps with corten riser

INDICATIVE STREET FURNITURE PALLETE



4x Argo Picnic benches (Available from Logic Street Scene: \$2630.00+gst each = \$10,520.00)



1x 2 bay radiata round post & galv rail bike rack



1 x Drinking fountain from walkspace = \$3,000.00 + gst



1x Salou rubbish bin from logic street scene = \$7-800.00

ACCESSIBLE TOILET



Single accessible toilet + holding tank from NPF Fibreglass Products.

(Can include water capture & filtration if required).

(4000 Ltr Holding tank = \$599.53)
Total = \$20-25,000 + GST & installation



Single accessible toilet + holding tank from Permaloo.

\$42,900 + GST

Installation approx \$15,000
 Timber battens additional \$9,600
 Solar lighting & ventilation fans \$6,800



Single accessible toilet + holding tank from Exceloo.

\$61-71,000 + GST

Installation approx. \$20-25,000
 Timber battens additional \$10,000

SIGNAGE



Indicative entrance sign



Indicative wayfinding signage family style



Indicative SH1 road sign



Interpretive sign with History of the White Horse

Glasson Huxtable Ltd.
149 Victoria Street
Christchurch 8141

Phone: (64) 03 365 4599
www.ghla.co.nz
chris@ghla.co.nz

17.6 ORARI TEMUKA OPIHI PAREORA ZONE COMMITTEE ANNUAL REPORT 2019

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

Authoriser: Tina Stevenson, Corporate Services Group Manager

Attachments: 1. OTOP Annual Report 2019 [↓](#) 

PURPOSE

1. For Council to receive the Orari Temuka Opihi Pareora (OTOP) Zone Committee 2019 Annual Report.
2. Chair of the OTOP Zone Committee, Hamish McFarlane has been invited to attend to answer any questions on the Annual Report, and also the implications of COVID-19 on the community and associated water resources.

BACKGROUND

3. To meet the requirements of the Environment Canterbury Long Term Plan, each Canterbury Water Management Strategy (CWMS) Zone Committee is required to report annually on progress of their Zone Implementation Programme, and on progress in the ten CWMS target areas. The CWMS Regional Committee is also required to provide an annual update.

PROPOSAL

4. That Council receives the OTOP Zone Committee Annual Report 2019.

ASSESSMENT OF SIGNIFICANCE

5. This matter is not deemed significant under Council's Significance and Engagement Policy.

Budget

6. There are no known budget considerations.

Cost-effectiveness

7. Cost-effectiveness consideration is not applicable.

RECOMMENDATION

That the Orari Temuka Opihi Pareora Zone Committee Annual Report 2019 is received.

Orari Temuka Opihi Pareora Water Zone Committee

2019 Annual Report



Moving to 'what next' after major milestone



Hamish McFarlane
Orari Temuka Opihi Pareora
Water Zone Committee Chair

Our committee had a quieter year in 2019 compared to the previous year's huge effort to complete our recommendations for local water management, called a Zone Implementation Plan Addendum (ZIPA).

Although not as hectic, we've still had a productive year and I am grateful to all members of the committee for their time and continued commitment.

This year, the plan change to the OTOP section of the Land and Water Regional Plan was drafted from the committee's recommendations in the ZIPA, notified and is progressing to a hearing in the second quarter of 2020.

As we wait for the plan change to progress through the statutory planning process, we are continuing to work together with farmers, industry, community and environmental groups to deliver real change through actions that we can undertake now.

I hope that we can keep the conversation going and continue to build awareness and trust so we can work together effectively and deliver on the Canterbury Water Management Strategy targets and on the committee's recommendations in the ZIPA.

The zone committee has been especially pleased to see the continuing work of voluntary catchment groups active in water management. Working with these groups will be a key focus for the committee in the coming year.

Projects such as the protection of forest on the Orari Gorge Station and safeguarding the rare long-tailed native bats near Raincliff show what can be achieved when we work together for a better future for our waterways, the living creatures and the communities that depend upon them.

Key achievements 2019

- Following 2018's collaborative process to produce recommendations to deliver community aspirations for water, the committee has focused on developing a work programme to implement recommendations for actions on the ground. A Plan Change has been proposed by Environment Canterbury.
- Worked with Timaru District Council on improving water quality and amenity values in Waitarakao-Washdyke Lagoon, as well as the Otupua-Saltwater Creek Catchment Group to improve the quality and flow of water in the popular waterway.
- Supported mahinga kai and biodiversity projects, such as wetland enhancement and roosting habitat for the endangered long-tail bats.

Committee members get an update on native tuna (eels) at Milford Lagoon during a field trip. As part of monitoring their health, the tuna are measured inside a clear plastic tube and then released back into the lagoon.



Orari Temuka Opihi Pareora Water Zone Committee

Delivering the community's vision for freshwater

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

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

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

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

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

CWMS Targets

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

Protection of native forest expands

A project to protect native forest near Geraldine was boosted by \$21,000 of funding allocated by the zone committee this year.

The forest at Orari Gorge Station, favoured by kererū (wood pigeon) and korimako (bellbird), has been protected in perpetuity thanks to \$21,000 of Immediate Steps biodiversity funding, the QEII National Trust and the landowner.

It is the third of three covenants, totalling 148ha of native forest put in place at station with the help of the Trust, landowners and the zone committee.

Inside the newly-protected zone are native species tōtara, kowhai, and tī kōuka (cabbage trees). There are low levels of exotic species, making it a prime candidate for protection.

Funding will go towards the high costs associated with more than 1600m of fencing – on hilly land – to exclude stock and pests from the area. The full cost of the fencing is projected to be around \$36,000.



Funding from Immediate Steps will cover fencing to keep stock and pests out of the native bush.

Waihi River locals protect native biodiversity

Four friends have adopted a hands-on approach to defending a significant natural area right on their doorstep.

Steve Dakin, Robbie Stewart, Jimmy Wallace and David Waddington are all volunteers who meet as a working bee to get rid of weeds and pests along the Waihi River to improve the chances for native plants and wildlife.

They spend hours knocking out invasive weeds like sycamores, re-planting natives and laying traps for pests. Without their intervention, invasive weeds would take over the area completely, leaving precious tōtara, ferns and cabbage trees to be overwhelmed and die.

In all, around 1600 natives have been planted by contractors and Dakin's team in the past two years, with many more seeding themselves with the help of kererū in the rejuvenated gardens along the river.

With \$12,200 of Immediate Steps funding allocated by the zone committee, the crew will extend the weed control area further downstream, set more predator traps, and fencing for stock exclusion.



The Waihi River is the focus of a project to enhance native wildlife and reduce invasive weeds.

2019 Annual Report



Nocturnal visitors welcomed by Geraldine landowners

A farm near Geraldine is the home of a newly discovered colony of long-tailed bats; and landowners Evan and Clare Chapman are thrilled to host their nocturnal guests.

With a conservation status of nationally critical, the mouse-sized bats are in the same league as the likes of kākāpō, kōtuku and Maui's dolphin.

The Chapmans got in touch with Environment Canterbury to check for bat activity in old willow trees that had been earmarked for removal. Automatic bat detectors, put in place for six weeks, showed bats were indeed active in the area and the old trees were a likely roosting place.

The zone committee then granted \$1800 of Immediate Steps biodiversity funding towards fencing and re-planting costs to protect the bat habitat.



Evan and Clare Chapman are protecting long-tailed bat habitat on their farm.



'Wild Day' to weir re-design - busy first year for Otipua-Saltwater Creek group

It's been a busy first year for Timaru's Otipua-Saltwater Creek Catchment Group, gathering information and getting local people involved in the key issues for this rural/urban waterway. Here's a few highlights of what's been happening:

- 'Wild Day at Otipua Wetlands' in September proved to be a busy community event for all ages. More than 150 people visited to see conservation and biodiversity displays and take guided walks on bird life and invertebrates. An exhibit about native bats was popular, alongside rock painting and information on water sampling techniques led by Water Watch.
- Water monitoring training sessions were held for volunteers keen to help out with additional sampling of tributary streams in 2019/20
- A virtual fly-over of four different tributary streams of the Creek by computer simulation. You can view it via the website below.
- Environment Canterbury approved funding for new projects for Otipua-Saltwater Creek for 2019-2020, including an engineering study into the existing weir.
- A dairy farm secured consent for irrigation from groundwater which will substitute for summer surface water take from the Creek.

More information about the group - and how to get involved - is available at www.ecan.govt.nz/saltwatercreek



Timaru residents enjoyed a variety of activities at the Wild Day at the Wetland. Here, Debbie Eddington (Environment Canterbury Youth Engagement and Education Advisor) is pictured with the 'Enviroscape' rainwater landscape model.

Future challenges and opportunities

Strong policy direction coming from central government for freshwater and biodiversity signals the challenges we are all facing and the work still to be done. That said, we are well placed to meet these challenges due to our freshwater outcomes proposed in Plan Change 7 and the committee's recommendations in the ZIPA for actions on the ground.

Particular challenges remain for our OTO communities in reducing nitrates in groundwater, in reducing reliance on limited water resources and in responding to the impacts of climate change. To respond to these challenges the committee will be focused on helping farmers to understand new planning requirements and working with stakeholders and irrigators to promote the formation of water user groups and explore opportunities to address over-allocation.

The committee will also seek to identify and prioritise biodiversity projects that provide protection and enhancement for indigenous species, high value sites and habitats in the zone, particularly around the coastal lagoons and margins and in the upper catchments.

To realise the committee's recommendations for action, there will be an ongoing work with industry and CWMS partners in seeking resourcing and funding. To establish which projects to prioritise and where effort can have the most impact, we will be continuing to seek input from catchment groups and local communities.



Members of the OTOP Water Zone Committee at a 2019 field trip to Orari Gorge Station.

Orari Temuka Opihi Pareora Zone

The zone covers the area from the Rangitata River to the southern boundary of the Pareora River, from Burkes Pass to the sea. It includes Timaru as well as the rural townships of Fairlie, Temuka, Pleasant Point and Geraldine. It is a joint committee of the Timaru, Waimate and Mackenzie District Councils and Environment Canterbury. It is in the role of Arowhenua Rūnanga.

Key Zone contacts

Chris Eccleston

Orari Temuka Opihi Pareora Water Zone Manager
Chris.Eccleston@ecan.govt.nz | 027 562 2492

Brian Reeves

Orari Temuka Opihi Pareora Water Zone Delivery Lead
Brian.Reeves@ecan.govt.nz | 027 291 4102

Lyn Carmichael

Orari Temuka Opihi Pareora Water Zone Committee Facilitator
Lyn.Carmichael@ecan.govt.nz | 027 443 4731

Zone committee membership

Mark Webb,
Community Member

Glen Smith,
Community Member

Phil Driver,
Community Member,
Reg Committee

Herstall Ulrich,
Community Member,
Deputy Chair

Hamish McFarlane,
Community Member,
Chair

Lucy Millar,
Community Member

Luke Reihana,
Community Member

Cr Lan Pham,
Council Environment Canterbury

Cr Richard Lyon,
Council Timaru District

Cr David Anderson,
Council Waimate District

Cr Anne Munro,
Council Mackenzie Council

John Henry,
Rūnanga Rep Arowhenua

Sue Eddington,
Rūnanga Rep Waihao



Orari Temuka Opihi Pareora Water Zone Committee
is a community led committee supported by councils.
ecan.govt.nz/water

R20/11 E19/7749



17.7 LOWER WAITAKI SOUTH COASTAL CANTERBURY ZONE COMMITTEE ANNUAL REPORT 2019

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

Authoriser: Tina Stevenson, Corporate Services Group Manager

Attachments: 1. LWZC Annual Report 2019  

PURPOSE

1. For Council to receive the Lower Waitaki South Coastal Canterbury (LWSCC) Zone Committee 2019 Annual Report.
2. Chair of the LWSCC Zone Committee, Bruce Murphy has been invited to attend to answer any questions on the Annual Report, and also the implications of COVID-19 on the community and associated water resources.

BACKGROUND

3. To meet the requirements of the Environment Canterbury Long Term Plan, each Canterbury Water Management Strategy (CWMS) Zone Committee is required to report annually on progress of their Zone Implementation Programme, and on progress in the ten CWMS target areas. The CWMS Regional Committee is also required to provide an annual update.

PROPOSAL

4. That Council receives the LWSCC Zone Committee Annual Report 2019.

ASSESSMENT OF SIGNIFICANCE

5. This matter is not deemed significant under Council's Significance and Engagement Policy.

Budget

6. There are no known budget considerations.

Cost-effectiveness

7. Cost-effectiveness consideration is not applicable.

RECOMMENDATION

That the Lower Waitaki South Coastal Canterbury Zone Committee Annual Report 2019 is received.

Lower Waitaki South Coastal Canterbury Water Zone Committee

2019 Annual Report



Future plans for Wainono Lagoon a key focus for committee



Kate White, Lower Waitaki South
Coastal Canterbury Water Zone
Committee Chair

2019 has been a year of getting to know and understand our zone better, so we've been on several field trips around our diverse region.

Lower Waitaki has around 2000 farmers/landowners and several small towns. Towns are on a mix of small rural water schemes or town supplies. Waste is dealt with in a variety of council sewage schemes and septic systems.

Plan Changes 3 and 5 are now operative in the zone, but some elements need to be reworked. We are currently working with district councils, industry, catchment groups and papatipu rūnanga to come up with a plan for augmentation in Wainono Lagoon since the mothballing of Hunter Downs Irrigation Scheme.

This has also been a year of change on the committee, especially with local elections held in October. Local and regional government representatives Peter Scott,

(Environment Canterbury), Jeremy Holding (Waitaki District Council) and Jakki Guilford (Waimate District Council) have completed their time with the committee and at the end of the year we welcomed Councillors Nicole Marshall (Environment Canterbury), Fabia Fox (Waimate District Council) and Jim Hopkins (Waitaki District Council).

Our Te Rūnanga o Arowhenua representative Sandra Hampstead-Tipene retired this year, and her service was acknowledged by the whole committee when we visited Otaio Gorge. In 2020 we will welcome Michael McMillan as the new Te Rūnanga o Arowhenua representative.

I would like to thank all the committee members for their hard work and dedication and to welcome our new members.

In 2020 I look forward to us engaging in more advocacy, education and engagement with youth.

Key achievements 2019

- Willow spar clearance was completed at the Black Hole recreational area on the Waihao river. The Waihao Wainono Community Catchment Group organised a planting day in November in which more than 600 natives were planted near the site.
- The Te Mana o te Wai Wainono Lagoon restoration project was concluded. This project was led by Te Rūnanga o Waihao and funded by the Ministry for the Environment, with contributions from Environment Canterbury via the zone committee.
- Close to 400 consents in the zone were inspected over the July 2018-June 2019 year. Consents identified as high-risk were subject to more regular monitoring.
- The committee spent just over \$100,000 on a number of biodiversity projects in the region, including the identification and protection of mudfish habitats, protection of native forest and wetland habitat, and control weeds of pest species along waterways.
- Farmer-led workshops on winter grazing and good management practices were held across the zone. These workshops gave farmers practical advice on how to reduce soil loss and damage, which improves both environmental outcomes and production.

The zone committee visited Myers Pass where they learnt about the value of indigenous grey scrub. These plant communities are the home for a diverse range of native plants and animals. Grey scrub also helps to prevent erosion and maintain catchment water yields.



Lower Waitaki South Coastal Canterbury Water Zone Committee

Delivering the community's vision for freshwater

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

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

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

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

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

CWMS Targets

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

Waitaki place names given context

Waihao Marae was a fitting location for a special hui to better understand the history and importance of local Māori place names.

Members of the Upper Waitaki water zone committee and the Lower Waitaki South Coastal Canterbury water zone committee joined members of the public and local rūnanga at a presentation, given by Sean Bragg from Te Rūnanga o Ngāi Tahu.

Sean demonstrated how to research and understand information on traditional places, using Kā Huru Manu, the Ngāi Tahu digital atlas.

He explained that much of the Waitaki area was traditionally a "food gathering highway" for Ngāi Tahu, who walked up the Waitaki to gather mahinga kai, and then used mōkihi (a raft-like vessel, constructed from raupō reeds) to transport the resources back downstream.

Sean's talk gave context to the history of the land and waterways of the Waitaki area and provided knowledge for restoring mahinga kai (natural resource gathering) and re-establishing native wetlands.

Kā Huru Manu (the Ngāi Tahu Cultural Mapping Project) is dedicated to recording and mapping the traditional Māori place names and associated histories in the Ngāi Tahu rohe (tribal area).



Zone committee members and guests learn about traditional place names.

Wainono Lagoon visitor facilities upgraded

The unique natural environment of Wainono Lagoon is getting easier to access for people with an upgrade of access and facilities.

The Te Mana o Te Wai Wainono restoration project aims to restore the mahinga kai values of this traditional resource gathering site, which is also an internationally significant area for birdlife.

Work in 2019 included stream battering, sediment control and fencing of waterways, as well as the creation of a car park and picnic area at Lake Road and an upgrade to the parking and amenities at the Waihao Box.

The main structural elements of the work at Lake Road and Waihao Box used recycled bridge beams from the old Bradshaw's Bridge on the Waihao River that was washed away a few years ago. The Waimate District Council salvaged these and provided them for use.

The project team, consisting of Te Rūnanga o Waihao representatives and a special projects biodiversity officer from Environment Canterbury, has been working closely with the Waihao Wainono Community Catchment Group to engage with a range of stakeholders about the proposals for these sites and is also working with Waimate District Council on implementing the plans.



New planting and banking at the Wainono Lake Road end of Wainono Lagoon.

2019 Annual Report



Farmers engage in winter grazing challenge

Farmers in South Canterbury were challenged to come up with good winter grazing tactics for “tricky” paddocks at a series of practical workshops in autumn 2019 to prepare for the colder, wetter months ahead.

The farmer-led workshops – held on farms near Waimate, Geraldine, Timaru and Fairlie – were organised by Environment Canterbury and Beef & Lamb NZ to encourage farmers to plan ahead for winter to reduce run-off into waterways and protect soil from damage.

The groups came up with ideas including on how to fence off wet areas, increasing grass buffer zones, and having a “wet weather plan” together and ready to implement if cattle need to be moved.

Other ideas discussed included utilising fenced-off areas for other purposes such as mānuka production and ensuring that water troughs were well placed in paddocks to allow for strategic grazing.

Representatives from Environment Canterbury, Beef and Lamb NZ, Dairy NZ and AgResearch were on hand to help answer specific questions on good management practices, rules and regulations and soil productivity.

Good management practices help reduce soil loss and soil damage, which improves both environmental outcomes and production.

Managing winter grazing is an important aspect Farm Environment Plans, which many farms are now required to prepare under the Canterbury Land and Water Regional Plan.



Farmers in the Lower Waitaki zone share knowledge on best practices in winter grazing.



Research project will aid irrigation practice

A study of South Canterbury's loess soil hillslopes could yield information that leads to better irrigation and water management for farmers.

The Collaborative Hillslopes Project, a combined effort with input from Environment Canterbury, Plant & Food Research, Lincoln University, NIWA, AgResearch, Manaaki Whenua – Landcare Research and Earth & Environmental Science Ltd is measuring how water from rainfall and irrigation enters the groundwater through loess soils.

The research site is a dairy farm in Otaio, not far from State Highway 1. On a hillslope used for grazing and watered by a centre pivot, runoff plots measure how much water is flowing across the surface and draining downhill without entering the ground. A weir installed at the valley floor discharge point measures how much surface water exits the catchment.

This could potentially answer questions about how much water should be applied on which slopes, and when it should be applied, which in turn could aid better grazing management, providing farmers with more knowledge on which slopes are suitable for break feeding and winter grazing and how best to carry out these practices.



Runoff plots on a hillslope measure the effectiveness of irrigation.

Future challenges and opportunities

The collaborative zone committee brings together papatipu rūnanga, Waimate and Waitaki District Councils and Environment Canterbury, along with community members to recommend actions to implement the Canterbury Water Management Strategy.

In past years the bulk of the committee's work has involved sub-regional planning. In 2020, the committee will concentrate on assisting communities to take action in their own backyards.

Focusing at a catchment level is important, as each catchment has unique challenges and will need to develop their own unique

solutions. The aim is to bring people together to discuss freshwater and biodiversity, and to arm them with the information they need to agree on how to make positive change in their catchments.

The zone committee believes that a holistic approach is crucial to getting landowner buy in to the regulations and GMP. In 2020, the committee hopes to put a catchment coordinator in place to facilitate the setting up and running of these groups. It is hoped that this will be funded by the two district councils and the regional council.



Zone committee members and guests visit field sites in the Northern part of the region.

Zone description

The Lower Waitaki-South Coastal Canterbury Zone Committee covers the Waimate District and part of the Waitaki District, including the Waitaki River and its tributaries below the Waitaki Dam, Wainono Lagoon and its tributaries including the Waihao and Hook rivers and the Makikihi and Otaio rivers.

It is a joint committee of the Waimate and Waitaki district councils, and Environment Canterbury. The zone is in the rohe of Kāti Huirapa.

The zone boasts significant recreational, cultural and natural values. It has a network of spring-fed streams, coastal lagoons and complex groundwater flows, and includes part of the large alpine Waitaki River, home to the largest hydro-electricity generation scheme in New Zealand.

Key zone contacts

Dave Moore - Lower Waitaki South Coastal Canterbury Zone Facilitator
Dave.Moore@ecan.govt.nz | 027 604 3908

Chris Eccleston - Southern Zone Manager
Chris.Eccleston@ecan.govt.nz | 027 562 2492

Peter Burt - Lower Waitaki South Coastal Canterbury Zone Lead
Peter.Burt@ecan.govt.nz | 027 342 2643

Zone committee membership

Nicole Marshall (ECan), Jim Hopkins (Waitaki District Council) and Fabia Fox (Waimate District Council) replaced Peter Scott, Jeremy Holding and Jakki Guilford at the end of 2019.

Kate White
(Community member)
- Chair

Bruce Murphy
(Community member)
- Deputy chair

Jared Ross
(Community member)

Emily Anderson
(Community member)

Suzanne Eddington
(Te Rūnanga o Waihao)

Jakki Guilford
(Waimate District Council)

Sandra Hampstead-Tipene
(Te Rūnanga o Arowhenua)

Jeremy Holding
(Waitaki District Council)

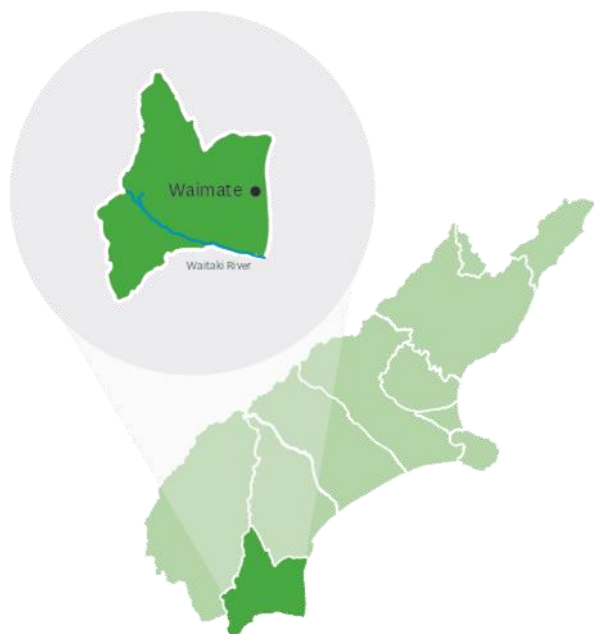
Barney Hoskins
(Community member)

Daniel Isbister
(Community member)

Brent Packman
(Community member)

Kieran Whyte
(Te Rūnanga o Moeraki)

Peter Scott
(Environment Canterbury)



The Lower Waitaki South Coastal Canterbury Water Zone Committee is a community led committee supported by councils.
ecan.govt.nz/water

R20/12



17.8 POP BLACK MEMORIAL SCHOLARSHIP TRUST FUND

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

Authoriser: Tina Stevenson, Corporate Services Group Manager

Attachments: 1. Pop Black Memorial Trust Rules [!\[\]\(339a16584d5da0f0a3ca4e9ec17bf6a1_img.jpg\) !\[\]\(e06a1d39938b2f5d7a2c3618fea4f77f_img.jpg\)](#)

PURPOSE

1. For Council to nominate a representative on to the Pop Black Memorial Scholarship Trust Fund (Trust Fund).

BACKGROUND

2. We have received notification from the NZ Nurses Organisation that Mavis Andrew, the member representing the town of Waimate on the Trust Fund, has resigned effective 23 February 2020.
3. This has created a vacancy on the committee that has to be filled to enable the committee to meet and administer the Trust Fund.
4. We have attached a copy of the Fund rules, which states:

Governance

- 6.1.2 – One committee member will represent the town of Waimate, and will be nominated by the sitting Mayor of Waimate.
 - 6.3 – There is no fixed term for the mayor's representative. When the position becomes vacant, it is the sitting mayor who will nominate their replacement.
5. Liz Wigley, Chairperson of the Pop Black Memorial Scholarship Fund, has recommended Rita Stewart to fill the Waimate District's vacant position on the Trust Fund. The following recommendation was received from Liz Wigley in support of Rita Stewart's nomination:

Rita Stewart

Rita has had a comprehensive career as a Registered Nurse in the Waimate and South Canterbury community.

Rita started her career and training as a Registered Nurse at Timaru Hospital where she continued working including as a tutor. After this she moved to Waimate where she worked as a District Nurse for 27 years. During this time she was valued as a highly skilled nurse and was well recognized by other medical professionals and the members of the community.

Rita has also made a big contribution to the community through a variety of clubs and organizations. She has been a member of Waimate Whitehorse Lions for 30 years and held many roles in the club including President and secretary. This year she is standing as President again.

Rita will make a valued contribution to the Pop Black committee. I am very pleased to be able to put her name forward to the WDC for this.

Kind Regards

Liz Wigley

PROPOSAL

6. That Council considers, and confirms the nomination of Rita Stewart, to replace the retiring Mavis Andrew on the Pop Black Memorial Scholarship Trust, effective immediately.

ASSESSMENT OF SIGNIFICANCE

7. This matter is not deemed significant under the Council's Significance and Engagement Policy.

FINANCIAL

8. There are no known budget considerations.

Cost-effectiveness

9. Cost effectiveness consideration is not applicable.

RECOMMENDATION

1. That the Pop Black Memorial Scholarship Trust report be accepted; and
2. That Council nominates Rita Stewart to represent the Waimate District on the Pop Black Memorial Scholarship Trust, effective immediately.

“Pop Black” Memorial Scholarship Trust Fund Rules

- 1. Name:**
 - 1.1** The name of the Charity shall be known as the **“Pop Black” Memorial Scholarship Trust Fund**.
- 2. Object**
 - 2.1** The money invested and/or interest arising from such investment from the original **W.E. Black bequest** is to be paid out in scholarships to assist first year nursing and/or midwifery students selected by the Management Committee as a contribution towards paying their fees and associated costs, for example, books and uniforms at a Government recognised institution of nursing training.
 - 2.2** The monies invested and/or interest arising from such investment from the bequest from the **Waimate District Council – Health Development Fund** on the share of the Council’s sale of the Waimate Hospital site shall be used to assist resident applicants attain appropriate support to gain qualifications and/or training in any health occupations, without being exhaustive, including Physiotherapy, Radiography and Occupational Therapy, Nursing, Midwifery and/or allied to the health profession. At the discretion of the Management Committee they may consider applications from what can be termed “alternate” or “fringe” health providers.
 - 2.3** All applicants must have resided for a period of not less than 12 months within the present boundaries of the Waimate District Council sometime in their lives prior to the application being granted.
 - 2.4** Applicants may only receive the benefit of one successful application from the fund.
- 3. Powers**
 - 3.1** The Trust may:
 - 3.1.1** employ people;
 - 3.1.2** borrow and invest money;
 - 3.1.3** purchase, lease and hire land, buildings and vehicles.
 - 3.2** The Fund must not undertake activities that further non-charitable purposes or provide private benefits to beneficiaries outside of the purpose of this fund, or to any employees or Trustees of the Trust.

4. Private profit

- 4.1 All income, benefit, or advantage must be used to advance the charitable purposes of the Trust.
- 4.2 No member of the Trust, NZNO, or anyone associated with a member, is allowed to take part in, or influence any decision made by the Trust in respect of payments to, or on behalf of, the member or associated person of any income, benefit, or advantage.
- 4.3 Any payments made must be for goods or services that advance the charitable purpose and must be reasonable and relative to payments that would be made between unrelated parties.

5. Winding-up

- 5.1 If a decision is made to wind up or dissolve the Trust and any property remains after the settlement of the Trust's debts and liabilities, that property must be given or transferred to another Trust for a similar charitable purpose or purposes as defined in section 5(1) of the Charities Act 2005.

6. Governance

- 6.1 There will be three Trust Fund Management Committee members:
 - 6.1.1 Two committee members will be Registered Nurses, **one** of whom will represent the NZNO Canterbury Regional Council, and the other should reside in the Waimate District. The Regional Council representative will be nominated by the Regional Council.
 - 6.1.2 One committee member will represent the town of Waimate, and will be nominated by the sitting Mayor of Waimate.
- 6.2 The Registered Nurses shall be elected to a three-year term, with right of re-election. The NZNO Canterbury Regional Council will call for nominations at such time to ensure that the Trust Fund's Management Committee is able to meet in April of each year to consider applications, and where there is more than one nomination, voting shall be at the next Regional Council meeting following the close of nominations. Nominators and nominees must be financial members of the NZNO.
- 6.2.1 Vacancies that occur during the term shall be filled through the Regional Council.
- 6.3 There is no fixed term for the mayor's representative. When the position becomes vacant, it is the sitting mayor who will nominate their replacement.
- 6.4 The Regional Council will refund the travel expenses of the committee members to attend the meetings. Car-pooling is expected where possible unless the Management Committee decide to meet via Teleconference, Skype or other electronic means as necessary.
- 6.5 The Christchurch office of the NZNO shall supply the stationery, photocopying and postage and meet the administration costs of running the Trust.

7 The Functioning of the Trust Fund's Management Committee**7.1 The committee will function as follows:**

- 7.1.1. The Chairperson is elected by, and from within, the members of the committee.
- 7.1.2. The members of the Management Committee and the Secretary will be the joint signatories on the cheque account of which **any two must sign cheques or authorise use of electronic funds transfers.**
- 7.1.3. The Secretary will be the Canterbury Regional Secretary, or a nominated individual who is a member of the NZNO, who has demonstrated a position of responsibility in NZNO, and is aware of and committed to the Pop Black Memorial Scholarship Trust Fund. The Secretary is not responsible for, and has no influence in the amounts awarded to the successful applicants.
- 7.1.4. A Quorum of two committee members, not including the Secretary, is required for a meeting. However, it is preferable that all three be present at the meetings granting the scholarships.

7.2 The key functions of the Management Committee are:

- 7.2.1. To administer and distribute the money, together with any interest earned from monies invested, bequeathed by Mr Wilfred Eversley Black in accordance with his wishes and the Trust deeds.
- 7.2.2. To administer and distribute the money bequeathed by the Waimate District Council's - Health Development bequest in accordance with this Trust deed.
- 7.2.3. To maintain contact with the Trustees in relation to any matter pertaining to the scholarship fund
- 7.2.4. To receive applications on forms, developed and approved by the Management Committee, and allocate the scholarship/s appropriately.
- 7.2.5. To determine the amount(s) to be allocated each year to the successful applicant/s and to receive reports within 6 months of the approved activity being undertaken advising the Committee how the funds have assisted them. Failure to provide such a report may imperil their ability to make any subsequent application to the Trust Funds.
- 7.2.6. To promote the scholarship to eligible NZNO members who have lived in the Waimate District for at least 12 months of their lives via appropriate advertising, school visits and other endorsed promotions.
- 7.2.7. To promote the Health Development applications to people living in the Waimate District Council area via appropriate advertising, school visits and other endorsed promotions.
- 7.2.8. To ensure accountability by maintaining accurate financial records
- 7.2.9. To endorse the accuracy of the minutes of each meeting

- 7.2.10 To meet at least once each year
- 7.2.11 To monitor the funds from time to time, to invest and/or re-invest the funds as necessary and to use the initial capital fund as the Management Committee think fit in order to meet the requirement of this Trust Fund.
- 7.3 The Secretary will be responsible for:
 - 7.3.1 Maintaining accurate records of the accounts and supplying the committee with the balance sheets at each meeting.
 - 7.3.2 Management of all incoming and outgoing correspondence.
 - 7.3.3 Taking accurate minutes, and distributing these to the committee members, and making these available to the Canterbury Regional Council of the NZNO and the Trustees on request.
 - 7.3.4 Preparing the appropriate letters to applicants advising them whether their application has been successful or not. Successful applicants will have either a cheque attached or advice that the monies have been paid into their nominated bank account. Unsuccessful applicants will usually (but the Management Committee at its sole discretion may decide to the contrary) be advised the grounds on which their application has failed.
 - 7.3.5 Updating committee documents, e.g. the scholarship information pamphlet, as directed by the committee.
 - 7.3.6 Arranging investment of funds as directed by the Management Committee and ensuring the Tax Exempt status is maintained.
 - 7.3.7 Preparing the Tier 4 reports to Charities Services within 6 months of the end of the financial year (i.e. as the end of the financial year is 31st March then the report must be filed with the Charities Services by 30th September)
- 7.4 Decisions of the Committee will usually made by consensus. However, where this cannot be achieved, the decision will be made by majority vote.
 - 7.4.1 Except that where the matter relates to funds from the Waimate District Council' Health Development bequest and the vote is tied, providing the Chair has exercised their deliberative vote, the Chair may exercise a deciding vote on the matter.
 - 7.4.2 Except that where the matter is related to Trust funds related to W.E Black bequest and the vote is tied, the matter shall be referred to the Canterbury Regional Council's Management Committee to make a final decision.
- 7.5 A conflict of interest exists for an officer if the officer's interests or duty in a particular matter conflicts, or might conflict, with his or her duty to the charitable entity.
 - 7.5.1 When a conflict of interest exists for an officer, that officer must declare the nature of the conflict or the potential conflict; the officer must not take part in deliberations or proceedings including decision-making in relation to the conflict

of interest. The officer must not be counted in the quorum required for decision-making on the matter for which he or she has the conflict of interest.”

- 7.5.2 A conflict of interest is any situation in which an officer’s personal interest or loyalties could affect the ability to make a decision in the best interest of the charity.

8. Amendment

- 8.1 The Rules of the Trust may be amended from time to time as approved by :

8.1.1. The Trust Fund Management Committee; and

8.1.2 The Canterbury Regional Council of NZNO.

These Trust Rules were ratified by e-mail vote of the Trust Fund Management Committee by 3rd August 2018 culminating in a final vote of the Canterbury Regional Council of NZNO on 7th August 2018

18 CONSIDERATION OF MAJOR (URGENT) OR MINOR ITEMS NOT ON THE AGENDA

Nil

PUBLIC EXCLUDED

19 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
19.1 - Public Excluded minutes of the Council Meeting held on 14 April 2020	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
19.2 - Alpine Energy Shareholders Report - March 2020	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
19.3 - Presentation - Alpine Energy	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)(f)(i) - free and frank expression of opinions by or between or to members or officers or employees of any local authority 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

20 RE-ADMITTANCE OF THE PUBLIC REPORT
MEETING CLOSURE