

### Contacting the Council

If you need to contact the Council regarding a particular issue, whether it be joining the Library, reporting wandering stock or requesting connection to a water scheme, please refer to the list below for the suitable contact person.

If you would like to complain, please complete a complaints form (available from the Receptionist) or forward a letter to the Chief Executive.

You can contact the Council in the following ways:

By Mail

**P O Box 122, Waimate.**

By Telephone

**03-689-8079**

By Facsimile

**03-689-8075**

By email

**info@waimatedc.govt.nz**

By visiting our office

**Queen Street, Waimate.**

### A List of Contact Persons

What is the Query?	The Person to talk to
Copies of Annual Plans, Annual Reports, LTCCPs	Corporate Services Assistant
Library - General matters	Library Staff
Rates - General inquiries and Valuations	Rates Clerk
Debtors & Creditors	Accounts Payable Officer
Investments	Corporate Services Manager/Accountant
GIS Maps	GIS Officer
Animal Pound/Wandering Dogs & Stock	Dog/Animal Control Officer
Inquiries on Animal Control	Dog/Animal Control Officer
Building - Consents and enquiries, drainage and plumbing, septic tanks, enforcement and swimming pools	Senior Building Control Officer/ Building Control Officer
LIMs/PIMs	Senior Building Control Officer/ Building Control Officer
Civil Defence inquiries	Civil Defence Coordinator
Information on the Community Grants Fund	Administration Officer

# Waimate 2020

What is the Query?	The Person to talk to
Information on the Creative NZ Grants	Administration Officer
Information on the Council Sports Fund	Administration Officer
Information on the Council's Scholarships	Administration Officer
Council Administration inquiries	Administration Officer
Meetings schedules and arranging	Administration Officer
Economic Development	Senior Policy Analyst or Community Services Manager
Elections	Planning & Regulatory Manager
Council Promotions	Promotions Officer
Waimate Medical Services Ltd	Medical Centre Office Manager
Bylaws	Planning & Regulatory Manager
Employment Opportunities at Council	Human Resources Advisor
Natural Disasters and Community Emergency Planning	Civil Defence Coordinator

What is the Query?	The Person to talk to
Environmental Health inquiries - General - Dangerous Goods - Food Safety - Health Education - Health Nuisances - Infectious Diseases - Noise Control - Offensive Trades - Water Pollution – Coastal and River - Water Quality (other than Council schemes) - Energy Efficiency (property)	Environmental Health Officer
Rural Rapid Numbering System	GIS Officer
Rural Fire Protection inquiries Town Clock.	Asset Management Maintenance Supervisor
SC Rural Fire Co-ordination	Timaru District Council
Licences - Amusement Devices - Camping Grounds - Food Premises - Hairdressers - Mobile Shops – Itinerant Traders - Saleyards - Miscellaneous Licences	Environmental Health Officer
- Sale of Liquor	Liquor Licensing Secretary

# Waimate 2020

What is the Query?	The Person to talk to
Resource Management - Enforcement/Complaints - Environmental – Conservation - Hazard Information - Heritage Planning - Noxious Plants - Regional Planning - Resource Consents - River – Drainage Control - Soil & Water Conservation (Rivers & Lakes)	Resource Planner
Waimate District Plan	Planning & Regulatory Manager
Roading - District Roads/Footpaths - District Bridges - Temporary Road Closure - Passenger Transport - Road Safety - Accident Data - Signs/Marking/Lighting - Floods	Road Planning Engineer/Roading Engineer/ Roothing Officer
State Highways (General)	Transit New Zealand
Sewerage - Waimate Township - Urban Storm Water - Rural Storm Water	Asset Manager

What is the Query?	The Person to talk to
Solid Waste Disposal - Landfill Sites incl solid hazardous waste - Recycling	Solid Waste Manager
Water Supply Schemes	Asset Manager
Irrigation Schemes	Asset Manager
Council Property	Chief Executive
Parks and reserves - Victoria Park/Camping - Knottingley Park/Camping - Cemeteries - Centrewood Park (White Horse) - Local Government Centre - Manchester Park - Memorials	Parks Superintendent
Pensioner/Owner Occupied Flats	Administration Officer
Recreation Reserves	Parks Superintendent
Reserves Bought/Sold	Administration Officer
Reserves Rented/Leased	Administration Officer
Swimming Pool	Parks Superintendent
Toilets/Rest Areas	Parks Superintendent

# Waimate 2020

What is the Query?	The Person to talk to
Waimate Aerodrome	Asset Manager
Waitaki Lakes/Camping	Parks Superintendent
Rural Halls	Corporate Services Manager
Council Forests	Corporate Services Manager