

PUBLIC

Agenda

Notice is hereby given of a
**Community Services and Development
Committee Meeting**

Tuesday 23 August 2016

To follow the
District Infrastructure Committee Meeting

Council Chamber
Waimate District Council
125 Queen Street
Waimate

www.waimatedc.govt.nz

Notice is hereby given that a meeting of the Community Services and Development Committee will be held in the Council Chamber, Waimate District Council, 125 Queen Street, Waimate, on Tuesday 23 August 2016, to follow the District Infrastructure Committee Meeting.

Committee Membership

Peter Collins	Chair
Tom O'Connor	Deputy Chair
Craig Rowley	Mayor
Sharyn Cain	Deputy Mayor
David Anderson	Councillor
Arthur Gavegan	Councillor
Peter McIlraith	Councillor
Miriam Morton	Councillor
Sheila Paul	Councillor

Quorum – no less than five members

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.

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 decisions;
- 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.

Bede Carran
Chief Executive

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Item 1 Apologies

Prepared by: Bede Carran
 Chief Executive

The Chair will call for any apologies. An apology has been received from Cr P McIlraith.

Recommendation

That the apologies are accepted.

Item 2 Identification of Major (Urgent Business) or Minor Items not on the Agenda

Prepared by: Bede Carran
 Chief Executive

- 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.

Recommendation

That the Community Services and Development Committee resolves to consider any major (urgent business) or minor items at the end of the open section of the meeting.

Item 3

Confirmation of Minutes

Prepared by: Bede Carran
Chief Executive

The unconfirmed minutes of the Community Services and Development Committee meeting held on Tuesday 12 July 2016 are presented for confirmation.

Recommendation

That the minutes of the Community Services and Development Committee meeting held on Tuesday 12 July 2016, excluding the public excluded items, are confirmed as a true and correct record.

Unconfirmed Minutes of the Community Services and Development Committee meeting of the Waimate District Council held at 125 Queen Street, Waimate on Tuesday 12 July 2016, at 11.00am.

Present Chair: Cr P Collins
 Mayor: C Rowley
 Councillors: S Cain, P McIlraith, M Morton, T O'Connor, S Paul

In Attendance Chief Executive: B Carran
 Managers: C Johns, S Kelly, D Mitchell
 Staff: H Botting, F Fox, T Morton, K Tiffen
 Committee Secretary: K Reid

1 Apologies Apologies were received from Cr D Anderson and Cr A Gavegan.
Resolved:
 That the apologies are accepted.
 Moved Cr Collins
 Seconded Cr O'Connor
 MOTION CARRIED

2 Identification of Major (Urgent Business) or Minor Items not on the Agenda There were no major (urgent business) or minor items identified.

3 Presentation – Hunter Downs Water – 11.00am On 1 July 2016 Hunter Downs Irrigation Limited was rebranded as Hunter Downs Water.
 Former Hunter Downs Irrigation Chair Andrew Fraser, and Director Stacey Scott, together with new Hunter Downs Water Board Member Bruce Murphy updated Council on Hunter Downs Water and answered questions.

The meeting was adjourned at 11.45am. The Community Services and Development meeting was adjourned after this item in order take District Services Committee.

The meeting was reconvened at 1.00pm. The Community Services and Development Committee was reconvened at the completion of the District Services Committee.

4 Presentation – South Canterbury Spaces and Places Plan – 1pm Sport Canterbury Regional Manager Shaun Campbell and Places and Spaces Consultant Kevin Collier presented the South Canterbury Spaces and Places Plan.

- | | | |
|---|--|--|
| 5 | Confirmation of Minutes | <p>Resolved:</p> <p>That the minutes of the Community Services and Development Committee meeting held on Tuesday 31 May 2016, excluding the public excluded items, are confirmed as a true and correct record.</p> <p>Moved Cr Cain
Seconded Cr Paul
MOTION CARRIED</p> |
| 6 | Local Government Act 2002 Amendment Bill (No 2) Submission Report | <p>This item was taken at the end of the open section of the meeting in order to view the LGNZ Webinar: LGA 2002 Amendment Bill (which was viewed in Public Excluded).</p> |
| 7 | Management Report – Community, Planning and Development Group | <p>Resolved:</p> <p>That the Community, Planning and Development Group Manager's Report is accepted.</p> <p>Moved Cr Cain
Seconded Cr Paul
MOTION CARRIED</p> <p>Action Point: Policy</p> <p>Councillor Morton asked for a copy of the Annual Plan and Pre-Election Report to be left in the reading room of the library.</p> <p>Action Point: Promotions/Information Centre</p> <p>Councillor McIlraith requested staff investigate installing a Waimate information sign at Kurow Island.</p> <p>Action Point: Resource Management</p> <p>Cr Paul requested staff to look into a non-functioning light at Glenavy *** Asset Manager's Action Point</p> |
| 8 | Annual Grant Recipient Presentation – Waimate District Resource Trust – 2pm | <p>Waimate District Resource Trust & Heartland Services Co-ordinator, Jakki Guilford updated Council with the Trust's annual plan and activities for the upcoming financial year, and presented the Waimate District Resource Trust Strategic Plan 2016/17</p> |
| 9 | Action Point Report – Community, Planning and Development Group | <p>Resolved:</p> <p>That the Action Point Report – Community, Planning and Development Group is accepted.</p> <p>Moved Mayor Rowley
Seconded Cr Collins
MOTION CARRIED</p> |

Note:

The Action Point for Cr O'Connor to be provided with flooding signs at St Andrews has not been completed. The Roading Manager is to contact Cr O'Connor.

The Action Point for a follow up meeting regarding the Waitaki Valley dam safety and emergency management workshop held in Oamaru has not yet been completed. Council's Civil Defence Emergency Management Coordinator is coordinating a suitable date for all parties.

Correction to Action Point 3 (16 February 2016) – Comment: Waimate Community Anzac Group, not District Anzac Group.

10 Consideration of Major (Urgent Business) or Minor Items not on the Agenda

There were no major (urgent business) or minor items identified.

Cr T O'Connor left the meeting at 2.50pm.

11 Exclusion of the Public

The Community Services and Development Committee considered moving into public excluded to take the below items:

- iv Confirmation of Public Excluded Minutes:
Council Meeting – Tuesday 31 May 2016

General Subject of each matter to be considered	Reason for passing this resolution	Ground(s) under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution
Confirmation Public Excluded Minutes – Tuesday 31 May 2016	Good reason to withhold exists under Section 7	7(2)(c)(i)(ii): The withholding of the information is necessary to protect information which is subject to an obligation of confidence

Resolved:

That the Community Services and Development Committee resolves to exclude the public from the following parts of the meeting on the grounds contained in section 48(1) of the Local Government Official Information and Meetings Act, or section 6 or section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public.

Moved Mayor Rowley
Seconded Cr Paul
MOTION CARRIED

- 12 Re-admittance of the Public** **Resolved:**
That the public are re-admitted.
Moved Cr Morton
Seconded Cr Paul
MOTION CARRIED
- 13 Local Government Act 2002 Amendment Bill (No 2) Submission Report** The Community Services and Development Committee were presented with information on the Local Government Act 2002 Amendment Bill (No 2) and considered Waimate District Council's submission to the Bill.
Council watched the LGNZ Webinar: LGA 2002 Amendment Bill in the public-excluded section of this meeting.
Resolved:
That the Local Government Act 2002 Amendment Bill (No 2) Submission Report is accepted.
Moved Mayor Rowley
Seconded Cr McIlraith
MOTION CARRIED
Note:
Council indicated they will hold an Extra-Ordinary Council Meeting in order to approve Waimate District Council's submission to the Local Government Act 2002 Amendment Bill (No 2).
The Mayor is to raise awareness of the potential effects of this bill with other Mayors and Government Ministers and request time be set aside for a discussion at the upcoming Local Government New Zealand Conference in Dunedin.

There being no further business, the Chair declared the meeting closed at 4.25pm. These minutes to be confirmed at the Community Services and Development Committee meeting to be held on Tuesday 23 August 2016.

Cr P Collins
Chair

Item 4

Management Report – Community, Planning and Development Group

Prepared by: Carolyn Johns
Community, Planning and Development Group Manager

The Community, Planning and Development Group Manager's Report is submitted for the information of the Community Services and Development Committee.

Recommendation

That the Community, Planning and Development Group Manager's Report is accepted.

Management Report – Community, Planning and Development Group

Prepared by: Carolyn Johns
Community, Planning and Development Group Manager

Civil Defence Emergency Management (CDEM) Report by Hilary Botting

Events

- 1-5 August 2016 – significant snow was forecast for our region by MetService. MetService is the official weather service for CDEM. Waimate CDEM coordinator forwarded warnings to CDEM community representatives (sector wardens), schools, Waimate District Council staff and councillors, and local emergency services. The intention of these warnings was to invite people to start planning and/or act to minimise the potential impact of a storm. In addition, meetings with Controllers were held to plan coverage as the event unfolded.
- During this period Waimate District Council's CDEM coordinator received excellent status updates from Council staff and civil defence community representatives. We issued two press releases, sent situation reports to Group Regional Office and responded to media requests to keep the community informed.
- The impact was minimal with surface flooding in low lying areas and flood signs were deployed. One car did crash into a flooded ford in Morven but no one was harmed.
- Overall, whilst the event did not materialise as predicted, it did give us a great chance to practice our initial response processes to this type of event.

Relationship Development

Update on Meridian/CDEM Communication Planning

- We are working with Meridian and other related parties to strengthen planning and communication processes. A new meeting is scheduled for 20 September 2016. Currently we have representatives from: Meridian (local and national), Canterbury and Otago CDEM (local and regional), and Environment Canterbury (local and regional) in attendance.

St John Ambulance

- 21 July 2016 – The CDEM coordinator met with Daryn Grigsby, South Canterbury Area Manager. This was a good opportunity to discuss the current set up and management system for our area.

Readiness/Response

Red X Hazard App

- 7 13 July 2016 – The CDEM coordinator discussed with Gavin Treadgold (Group CDEM Regional Office planner) the introduction of Red X Hazard App. Whilst the App is fully available for public use; there is considerable work to be undertaken so Waimate will be able to use the App to issue our own warning alerts. The work also includes the Ministry of Civil Defence and Emergency Management (MCDEM) developing common alerting protocols ie what type of event triggers an alert. The overall plan is to have a Canterbury wide public education campaign during Get Ready week in September to encourage members of the public to download the App. The intention is Council staff will be trained to use App by that time.

Emergency Operations Centre (EOC) Training

- 8 7 July 2016 – Waimate District Council held the annual EOC exercise. This year was Exercise Olaf (revisited) – a snow based scenario. The exercise intention was to develop the integration of Council business units and the EOC. There was great support from Council staff and Group Regional Office staff who helped mentor particular function areas and act as Exercise Control. Overall a positive day and some very useful feedback came from the participants.

Library Report by Tony Morton

Literacy: Libraries Change Lives

- 9 Public libraries provide opportunities for lifelong learning. They help children and young people develop imagination and creativity. One of the ways we are currently doing this is with our 'Top Secret' Winter Warmer "Licence to Spy" reading program. Each week the children visit the library and receive a new activity to go in their folder. We also mark off the number of books they have read. The more they read the greater their chance of winning. These events have in the past helped many young struggling readers into active lifelong learners. One of our first winners of this type of promotion was in 2005. At the beginning of the promotion he could not read. He was 6 or 7 years old and had a teacher's aide accompanying his every move. He wanted the prize we had arranged and would drag his teacher aide into the library to get each reward. He has since graduated high school and reads an average of 92 library books a year.
- 10 But it is not just the young. A number of years ago a retired gentleman came into the library having been sent by his wife because as he put she was sick of him "getting under her feet". We asked him what type of books he liked. He replied that he didn't like reading at all. We found him 5 books of various types and sent him on his way. He returned 3 days later in tears saying that he had wasted 60 years of his life not reading. He continued on reading 5 books a week, everything from romance to zoology. Libraries Change Lives.

DVDs

- 11 We have over 700 items in our DVD collection. It will be interesting to see if there is a rise in issues of these, as since the closure of Waimate Video Ezy the library has become the sole provider of rental DVDs to the community. Anecdotal evidence would

suggest that we have had a rise in the interest in membership to gain access to this collection.

Displays

- Death and Doom – A look at both sides of the euthanasia debate
- Maori Language books
- Waimate floral art group
- Junior Graphic Novels
- Scandinavian Authors
- Promoted the local body elections

Events

- 81 Children participated in our “Create a Figure” take home pack
- The Waimate Branch of the Vintage Car Club visited the Library and interacted with all including class of children from Centennial School. This event generated a lot of interest and hopefully some future members for the Vintage Car Club.
- Maori Language colouring in competition (38 entries).
- Library Holiday programme. Pam Gardner played the guitar and ukulele, while over 40 happy children sang along merrily and did action songs.



Figure 2: Vintage Car Club parked outside the Library



Figure 1: Ann and Robin with the Floral Art Group's display



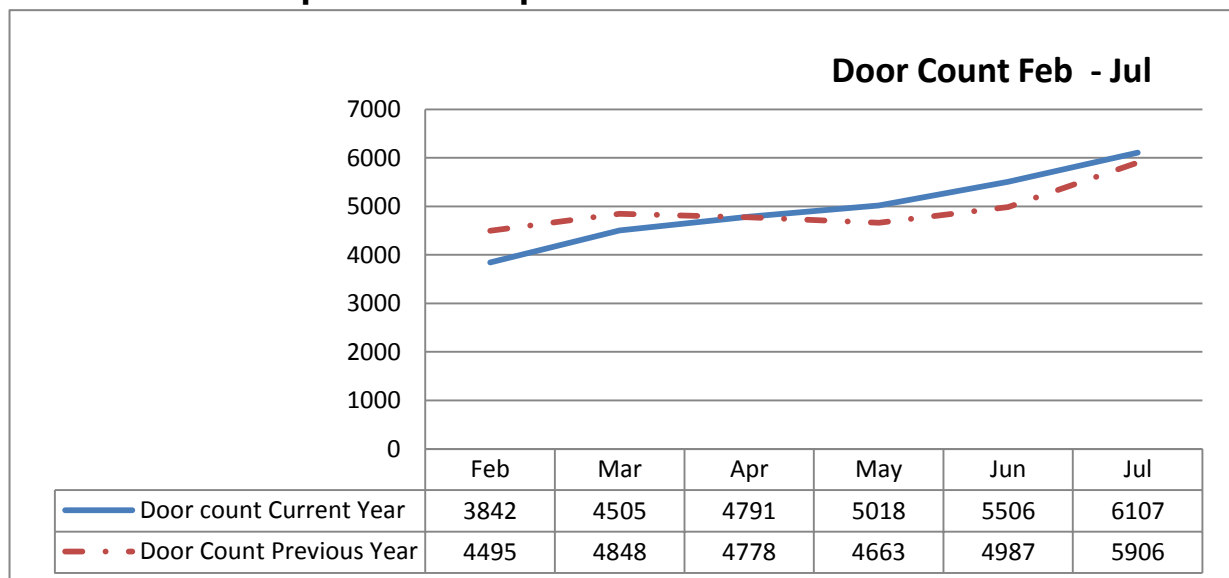
Figure 3: Pam Gardner playing the guitar for 40 children

Statistics

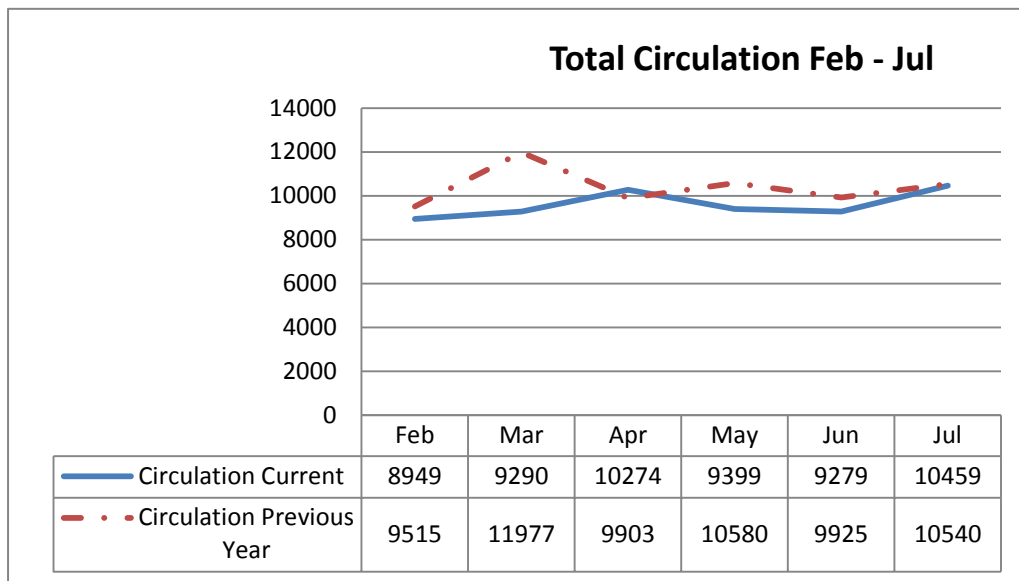
(Totals for 1/7/2016 – 31/7/16)

New Members	21
Income	\$1386.80
Circulation	
Issues	4299
Renew	1544
Return	4053
Local Use	176
eBooks Transactions	89
Reserves	298
Total Circulation	18678
Door Count	6107
Interloan requests received	7
Interloan requests to other Libraries	2
New books accessioned	117

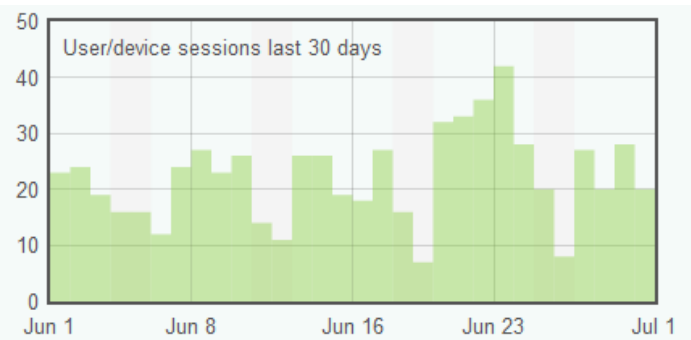
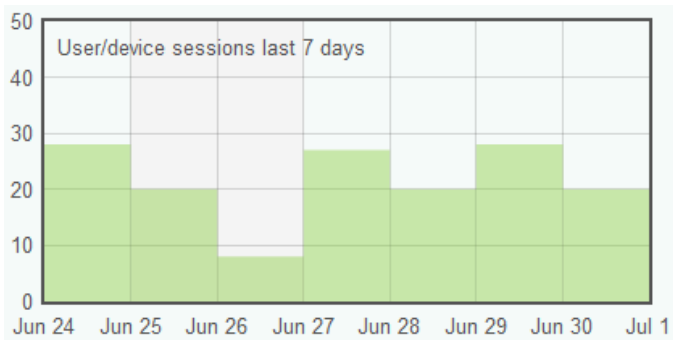
Door Count Comparative Graph



Total Circulation Comparative Graph

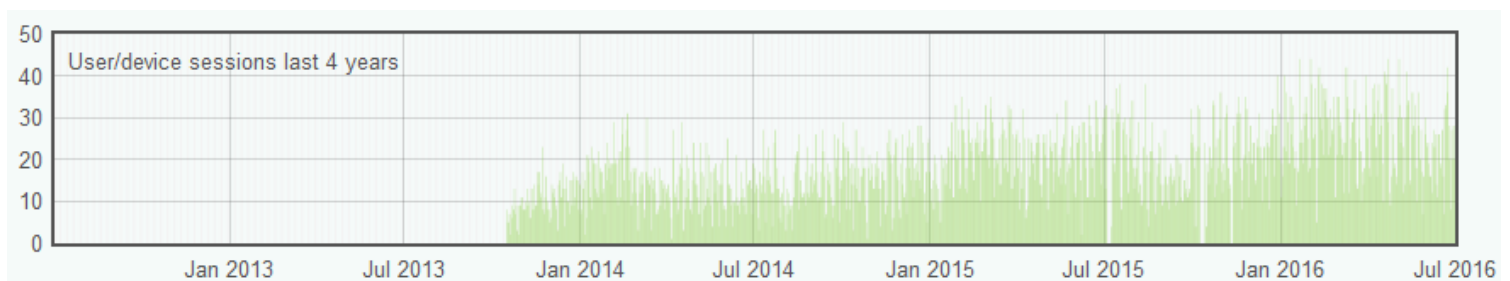


APNK Wi-Fi



Note: Snapshot taken 5 August 2016

	7 days	30 days	365 days
Unique users/devices	93	311	1640
Total user/device sessions	146	727	8232



Policy

Report by Fabia Fox

Local Government Act 2002 Amendment Bill (No 2)

- 12 The Local Government Act 2002 Amendment Bill (No 2) (the Bill) was introduced to Parliament on 9 June 2016 and received its first reading on 15 June 2016. It has been referred to the Local Government and Environment select committee for consideration and submissions have been called for.
- 13 The Policy Analyst attended a seminar hosted by the New Zealand Society of Local Government Managers in Wellington on 14 August 2016. The seminar was very helpful in gaining a more comprehensive understanding of both the proposed amendments to the Act and the implications of these amendments to local authorities.
- 14 Following this seminar the Waimate District Council submission to the Bill was drafted. The submission was presented to Council at the extra ordinary meeting on 27 July 2016 for approval. Minor amendments were made to the submission and it was submitted to the Local Government and Environment select committee on 28 July 2016. The select committee will contact the Policy Analyst to arrange a time for Council to speak to the submission.

Annual Report 2015/16

- 15 The Local Government Act requires that Council completes and adopts, by resolution, an Annual Report within four months after the end of the financial year. The financial reporting and activity summaries which form the base of the Annual Report have been completed and final amendments are being made.
- 16 Performance Measure reporting has been completed and was presented to Council on 2 August 2016. Following amendments this reporting has been included in the Annual Report document.
- 17 In response to recommendations from Audit NZ in previous years, the Policy Analyst has developed a system to compile the evidence and data behind Performance Measure reporting. This system will help ensure the integrity of the data, assist with the internal and external auditing process and make future reporting more simple.
- 18 A draft of the Annual Report has been provided to Audit NZ. Audit NZ will be at Council office from 22 August 2016 to complete their audit of the Annual Report 2015/16.
- 19 The Report will be formally adopted at the final Council Meeting for this term, on 4 October 2016.

Sport and Recreation Plan 2017-2027

- 20 Planning has begun for the Waimate District Council Sport and Recreation Plan 2017-2027. This plan will supersede the Waimate District Sport and Recreation Plan and Physical Activity Strategy produced in 2006 and will inform the Waimate District Council Long Term Plan 2018-2028.
- 21 The project team, comprising the Community Planning and Development Group Manager, the Policy Analyst and a project research and planner, has developed a

timetable for the project and an initial review of the Waimate District Sport and Recreation Plan and Physical Activity Strategy 2006 has been completed.

Policy Development

- 22 The Fraud Policy was adopted by Council at the 2 August 2016 Council Meeting.
- 23 The draft Protected Disclosures Policy will be presented to the Environmental Services and Finance Committee for discussion at this sitting. This policy is a legislative requirement of all public sector organisations. The policy has been reviewed in accordance with the Protected Disclosures Act 2000 and sector best-practice. It also aligns with the aforementioned Fraud Policy to ensure clarity and continuity across the two policies.
- 24 The Elected Member Reimbursement and Expenses Policy was approved including minor appointments as recommended by the Remuneration Authority at the 2 August 2016 Council meeting. This policy is effective as of 1 July 2016.

Resource Management Report by Kevin Tiffen

- 25 Since the last report, the following resource consents have been granted under delegated authority:

RM160022	Variation to Subdivision Consent RM150008 – Create 3 lots and amalgamation SJ Muir & CJ Messervy, Whitneys Road, Waimate Processing Days = 19	04/07/16
RM160023	Subdivision & Land Use: Create two lots and corner splay Morven Glenavy Ikawai Irrigation Company, 26 Glenavy Tawai Road & 12 Ruane Street, Glenavy Processing Days = 19	13/07/16
RM160024	Subdivision: Create 2 lots WM & SA Investments Limited, 232 High Street, Waimate Processing Days = 20	25/07/16
RM160025	Subdivision & Land Use: Create utility site Waihao Downs Irrigation Limited, State Highway 82 & Pikes Point Road, Ikawai Processing Days = 13	03/08/16

Fonterra's Studholme Dairy Factory Expansion Application

- 26 No appeals were lodged to the Environment Court against this decision which granted consent to the 'Stage 1' proposal.

National Monitoring Survey (NMS) 2015-2016

- 27 Council has completed its results/findings for the NMS which is now entering its second year of information gathering and is an important step towards developing a national framework for monitoring the Resource Management Act 1991 (RMA). The results will be available on the Ministry for the Environment website in due course.

Landscaping at Oceania

- 28 An approved landscaping plan has been finalised for the factory site. Within the next few months (to be completed prior to 31 October 2016), over 4,800 plants are to be planted at the front or western end of the site focusing on the appearance of the factory when viewed from State Highway 1. While the vast majority of the new plantings will comprise of a mixture of native species, it is intended that one specific area will comprise of selected trees native to the Central China region where possible to bring the two cultures and regions together.
- 29 Once the construction of the present Stage 2 factory expansion is completed, further extensive planting will be undertaken at the eastern end of the site to be completed in accordance to the consent conditions, prior to 31 October 2017.

Item 5 Action Point Report – Community, Planning and Development Group

Prepared by: Carolyn Johns
Community, Planning and Development Group Manager

Purpose of Report

- 1 To present the Community Services and Development Committee with the current status of action points from prior meetings. The action points below are the identified task requests as opposed to formal resolutions.
- 2 After an action point has been identified as completed it is removed from the report. Congratulatory action points are not included in the report.

Action Point	Status	Comment
12 July 2016 – Community Services and Development Committee		
Councillor Morton asked for a copy of the Annual Plan and Pre-Election Report to be left in the Library's reading room	Completed	
12 July 2016 – Community Services and Development Committee		
Councillor McIlraith requested staff investigate installing a Waimate information sign at Kurow Island	In Progress	
12 July 2016 – Community Services and Development Committee		
The Action Point for a follow up meeting regarding the Waitaki Valley dam safety and emergency management workshop held in Oamaru has not yet been completed. Council's Civil Defence Emergency Management Coordinator is seeking a suitable date for all parties	In Progress	New date has been set

Recommendation

That the Community Planning and Development Group Manager's Action Point Report is accepted.

Item 6

Annual Grant Presentation – Waimate Historical Society – 1pm

Prepared by: Carolyn Johns
Community, Planning and Development Group Manager

The Chair of the Waimate Historical Society Glenda Begg and Archivist Sue Hanham will make an annual presentation to the Community Services and Development Committee.

Recommendation

That the Annual Grant Presentation from the Waimate Historical Society is received.

Item 7 Orari-Temuka-Opihi-Pareora Zone Water Management Committee Membership

Prepared by: Bede Carran
 Chief Executive

Purpose of Report

- 1 To approve or otherwise the addition of Waimate District Council as a managing council for the Orari-Temuka-Opihi-Pareora (OTOP) Zone Water Management Committee (OTOP Committee).

Background

- 2 The OTOP Zone Water Management Committee is established under the auspices of the Local Government Act 2002 and in accordance with the Canterbury Water Management Strategy 2009. The OTOP Committee is currently constituted as a joint committee of Environment Canterbury (ECan), Timaru District Council and Mackenzie District Council.
- 3 In December 2015 these Councils approved an amendment to the zone area to better align with a future sub-regional plan, and a new zone map was approved. The boundary of the OTOP Committee now includes a greater area within the Waimate District (see attached map on page 32 of this agenda).
- 4 In July 2016 there was a meeting attended by Jim Anderson (Chair of the Pareora Catchment Committee), Mayor Rowley, Councillors Anderson and O'Connor, Colin Hurst (Federated Farmers) and Council officers to discuss Waimate District Council participating as a managing council of the OTOP Committee. Subsequently, the Pareora Catchment Committee has resolved that it believes it would be of significant benefit if the Waimate District Council became a managing Council of the OTOP Committee.
- 5 Broadly, the process for Council to become a managing council is as follows:
 - a The existing managing councils (ECan and Mackenzie and Timaru District Councils) must approve Waimate's admission as a managing council – this process is administered by ECan who have being approached and agree it makes sense for Waimate to be a managing council; and
 - b Council must resolve that it becomes a managing council and appoint a member to the OTOP Committee.
- 6 The OTOP Committee is governed by Terms of Reference (ToR). An amended ToR (text version, with tracked changes) is attached as part of this paper and sets out the rights and obligations of managing councils.
- 7 It is estimated that the cost is \$8,500 - \$10,000 (excl GST) per annum for Waimate District Council to participate as a managing council. This includes a contribution to the secretariat costs, emoluments to the Council representative (\$2,161 as set out in the Local Government Elected Members (2016/17) (Certain Local Authorities)

Determination 2016) and other associated disbursements and costs, eg mileage allowance.

Proposal / Options

- 8 The Community Services and Development Committee can recommend that
- a Council approves an amendment to the ToR for the OTOP Committee to include the Waimate District Council as one of its managing councils without modification; or
 - b Council approves an amendment to the ToR for the OTOP Committee to include the Waimate District Council as one of its managing councils with modification; or
 - c Council declines to approve an amendment to the ToR for the OTOP Committee to include the Waimate District Council as one of its managing councils

Obstacles

- 9 There are no known obstacles.

Assessment of Significance

- 10 This matter is not deemed significant under the Council's Significance and Engagement Policy as it does not deal with strategic assets, involves no change to levels of service that Council provides and the costs are not significant (under the Significance and Engagement Policy).

Budget Considerations

- 11 Who is the budget holding Manager? Community, Planning and Development Group Manager

Activity, description name: Governance

Budget allocation (current year): Nil

Amount spent to date: Nil

Can this proposal be accommodated out of remaining budget? This is an unbudgeted item and will be in addition to existing expenditure.

Cost-effectiveness

- 12 Consideration has been given to cost-effectiveness. Participating as a managing council is a cost effective way for Council to contribute to the decisions made by the OTOP Committee.

Recommendation

- 1 That the Orari-Temuka-Opihi-Pareora Zone Water Management Committee Membership Report is accepted; and
- 2 That the Community Services and Development Committee recommends to Council that
 - a it approves an amendment to the ToR for the OTOP Committee to include the Waimate District Council as one of OTOP managing councils without modification/with modifications [delete which is not appropriate];
 - b it appoints a representative to the OTOP Committee
 - c it approves the expenditure up to \$10,000 (excl GST) to participate as a managing councilor alternatively;
- 3 That the Community Services and Development Committee recommends to Council that it declines to participate as a managing council on the OTOP Committee.

Attachments

- Letter from Jim Anderson, Chairman of Pareora Catchment Committee
- Environment Canterbury Report for Council application for OTOP, Terms of Reference (TOR) amendment to include Waimate District Council in sharing management.
- Canterbury Water Management Strategy – Procedure for Handling Payments for Committee Meetings and Associated Events.

Karalyn Reid

From: Jim and Mary Anderson <jimandmary@kinect.co.nz>
Sent: Tuesday, 9 August 2016 8:43 p.m.
To: Karalyn Reid
Cc: david@writehererightnow.co.nz
Subject: Pareora Catchment Committee Meeting

Hi Karalyn

Please find below the letter from the Pareora Catchment Committee requesting WDC to appoint a councillor to the OTOP Zone Committee

At the last Pareora Catchment Committee Meeting held in the Southburn hall on Thursday August 4 2016, it was resolved :

"That the meeting request the Waimate District Council apply to join the OTOP Zone Committee and when membership is approved Council appoint an elected member to represent the Waimate District".

It is believed by the Catchment Group that in the view of the fact that the majority of the catchment area is in the Waimate District it is important that the district has Council representation on the OTOP Zone Committee.

Jim Anderson

Chairman
Pareora Catchment Committee

Council paper

General Information

Agenda item number		Date	01 August 2016
Portfolio	CWMS:	Commissioner	Commissioner David Caygill
Author	Don Chittock, Programme Manager Strategic Programmes	Endorsed by	Jill Atkinson, Director Strategy and Programmes

Title

Application for Waimate District Council to become a full participating council in management of the Orari-Temuka-Opihi-Pareora Zone Water Management Committee

Purpose

To approve the addition of Waimate District Council as a managing council for the Orari-Temuka-Opihi-Pareora Zone Water Management Committee

Recommendation

That the Council approves an amendment to the Terms of Reference for the Orari-Temuka-Opihi-Pareora Zone Water Management Committee to include the Waimate District Council as one of its managing councils.

Background

The Orari-Temuka-Opihi-Pareora Zone Water Management Committee is established under the auspices of the Local Governments Act 2002 in accordance with the Canterbury Water Management Strategy 2009. The committee is a joint committee of Environment Canterbury (the Regional Council), Timaru District Council and Mackenzie District Council.

In December 2015 these Councils approved an amendment to the zone area to better align with a future subregional plan, and a new zone map was approved. The boundary now includes a greater area within the Waimate District, and as such the Waimate District Council would like to be added as a full participant in its management.

The amended Terms of Reference (text version, with tracked changes) are attached as part of this paper.

Membership of the CWMS Orari-Temuka-Opihi-Pareora Zone Water Management Committee

The CWMS Orari-Temuka-Opihi-Pareora Zone Water Management Committee is comprised of:

- One elected member or Commissioner appointed by Environment Canterbury
- One elected member appointed by each territorial authority operating within the zone boundary;
- Two members from Te Rūnanga o Arowhenua;
- Between 4-7 community members from a range of backgrounds and interests within the community; with provision that this number may be exceeded if Environment Canterbury and each Territorial Authority operating within the zone boundary agree. Community members should represent a range of backgrounds and interests within the community.
- Environment Canterbury, Timaru District Council, MacKenzie District Council and Waimate District Council will appoint their own representatives on the Committee. Arowhenua Rūnanga will nominate their representatives and the appointments will be confirmed by Environment Canterbury, Timaru District Council, MacKenzie District Council and Waimate District Council.

Additional information

File reference	CWMS/ZON/OTOP/2
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Terms of Reference

The area of the Orari-Temuka-Opihi-Pareora Water Management Zone is shown on the attached map.

Establishment

The Committee is established under the auspices of the Local Government Act 2002 in accordance with the Canterbury Water Management Strategy 2009.

The Committee is a joint Committee of Environment Canterbury (the Regional Council), Timaru District Council, MacKenzie District Council and Waimate District Council (the Territorial Authorities).

Purpose and Functions

The purpose and function of the Committee is to:

- Facilitate community involvement in the development, implementation, review and updating of a Zone Implementation Programme that gives effect to the Canterbury Water Management Strategy in the Orari-Temuka-Opihi-Pareora area; and
- Monitor progress of the implementation of the Zone Implementation Programme.

Objectives

- 1) Develop a Zone Implementation Programme that seeks to advance the CWMS vision, principles, and targets in the Orari-Temuka-Opihi-Pareora Zone.
- 2) Oversee the delivery of the Zone Implementation Programme.
- 3) Support other Zone Implementation Programmes and the Regional Implementation Programme to the extent they have common areas of interest or interface.
- 4) Ensure that the community of the Zone are informed, have opportunity for input, and are involved in the development and delivery of the Orari-Temuka-Opihi-Pareora Implementation Programme.
- 5) Consult with other Zone Water Management Committees throughout the development and implementation of the Orari-Temuka-Opihi-Pareora Implementation Programme on matters impacting on other zone areas.
- 6) Engage with relevant stakeholders throughout the development of the Orari-Temuka-Opihi-Pareora Implementation Programme.
- 7) Recommend the Orari-Temuka-Opihi-Pareora Implementation Programme to their respective Councils.
- 8) Review the Implementation Programme on a three yearly cycle and recommend any changes to the respective Councils.
- 9) Monitor the performance of Environment Canterbury, Timaru District Council, MacKenzie District Council, Waimate District Council and other agencies in relation to the implementation of the Orari-Temuka-Opihi-Pareora Implementation Programme.
- 10) Provide Environment Canterbury, Timaru District Council, MacKenzie District Council and Waimate District Council with updates on progress against the Zone Implementation Programme.

Limitation of Powers

The Committee does not have the authority to commit any Council to any path or expenditure and its recommendations do not compromise the Councils' freedom to deliberate and make decisions.

The Committee does not have the authority to submit on proposed Resource Management or Local Government Plans.

The Committee does not have the authority to submit on resource consent matters.

Committee Membership

The Zone Committee will comprise:

- 1) One elected member or Commissioner appointed by Environment Canterbury;
- 2) One elected member appointed by each Territorial Authority operating within the Zone Boundary;
- 3) Two members from Arowhenua Rūnanga;
- 4) Between 4-7 community members from a range of backgrounds and interests within the community; with provision that this number may be exceeded if Environment Canterbury and each Territorial Authority operating within the zone boundary agree. Community members should represent a range of backgrounds and interests within the community.
- 5) Environment Canterbury, Timaru District Council, MacKenzie District Council and Waimate District Council will appoint their own representatives on the Committee. Arowhenua Rūnanga will nominate their representatives and the appointments will be confirmed by Environment Canterbury, Timaru District Council, MacKenzie District Council and Waimate District Council.

Selection of Community Members

To be eligible for appointment to a Zone Committee the candidate must either live in or have a significant relationship with the zone. Recommendations on Community Members for the Orari-Temuka-Opihi-Pareora Zone Committee will be made to Environment Canterbury, Timaru District Council, MacKenzie District Council and Waimate District Council by a working group of representatives from Environment Canterbury, Timaru District Council, MacKenzie District Council, Waimate District Council and Arowhenua Rūnanga. The recommendations will take into account the balance of interests required for Orari-Temuka-Opihi-Pareora, geographic spread of members and the ability of the applicants to work in a collaborative, consensus-seeking manner. Environment Canterbury, Timaru District Council, MacKenzie District Council and Waimate District Council will receive the recommendations and make the appointments.

Quorum

The quorum at a meeting consists of:

- (i) Half of the members if the number of members (including vacancies) is even; or
- (ii) A majority of members if the number of members (including vacancies) is odd.

Chair and Deputy Chair

Each year, the Committee shall appoint the Chair and Deputy Chair from the membership by simple majority. There is no limit on how long a person can be in either of these positions.

Term of Appointment

Members of Committees are appointed for a term of three years, which may be extended on a case by case basis if Environment Canterbury and each Territorial Authority operating within the zone boundary agree. Each Committee requires confirmation of membership by Environment Canterbury and each Territorial Authority operating within the zone boundary. The term for community members will be staggered so that one third of the community members is appointed (or reappointed) by a refreshment process involving Environment Canterbury, each Territorial Authority in the zone, and Rūnanga whose rohe is in the zone. Committee refreshments will occur in two years out of three or where numbers fall below strength due to attrition. There is no limit on the number of consecutive terms a member may serve.

Financial Delegations

None

Operating Philosophy

The Committees will at all times operate in accordance with the requirements of the Local Government Official Information and Meetings Act 1987, and will observe the following principles:

- 1) Give effect to the Fundamental Principles, Targets and goals of the CWMS;
- 2) Be culturally sensitive observing tikanga Maori;
- 3) Apply a *ki uta ki tai* (from the mountains to the sea) approach;
- 4) Work with the CWMS Regional Committee to support the implementation of the CWMS across the region as a whole;
- 5) Give consideration to and balance the interests of all water interests in the region in debate and decision-making;
- 6) Work in a collaborative and co-operative manner using best endeavours to reach solutions that take account of the interests of all sectors of the community;
- 7) Contribute their knowledge and perspective but not promote the views or positions of any particular interest or stakeholder group;
- 8) Promote a philosophy of integrated water management to achieve the multiple objectives of the range of interests in water;
- 9) Seek consensus in decision-making where at all possible. In the event that neither unanimous agreement is able to be reached nor a significant majority view formed, in the first instance seek assistance from an external facilitator to further Committee discussions and deliberations. Where the Committee encounters fundamental disagreements, despite having sought assistance and exhausted all avenues to resolve matters, recommend that the respective Councils disband them and appoint a new Committee.

Meeting and Remuneration Guidelines

1) The Committee will meet at least eight times per annum and with workshops and additional meetings as required. At times, the workload will be substantially higher. Proxies or alternates are not permitted.

2) Any Committee may co-opt such other expert or advisory members as it deems necessary to ensure it is able to achieve its purpose. Any such co-option will be on a non-voting basis.

3) Remuneration for members will be paid in the form of an honorarium currently set at the following levels:

- a. Appointed members - \$4,000 pa
- b. Deputy Chair - \$5,000 pa
- c. Chair - \$6,000 pa.

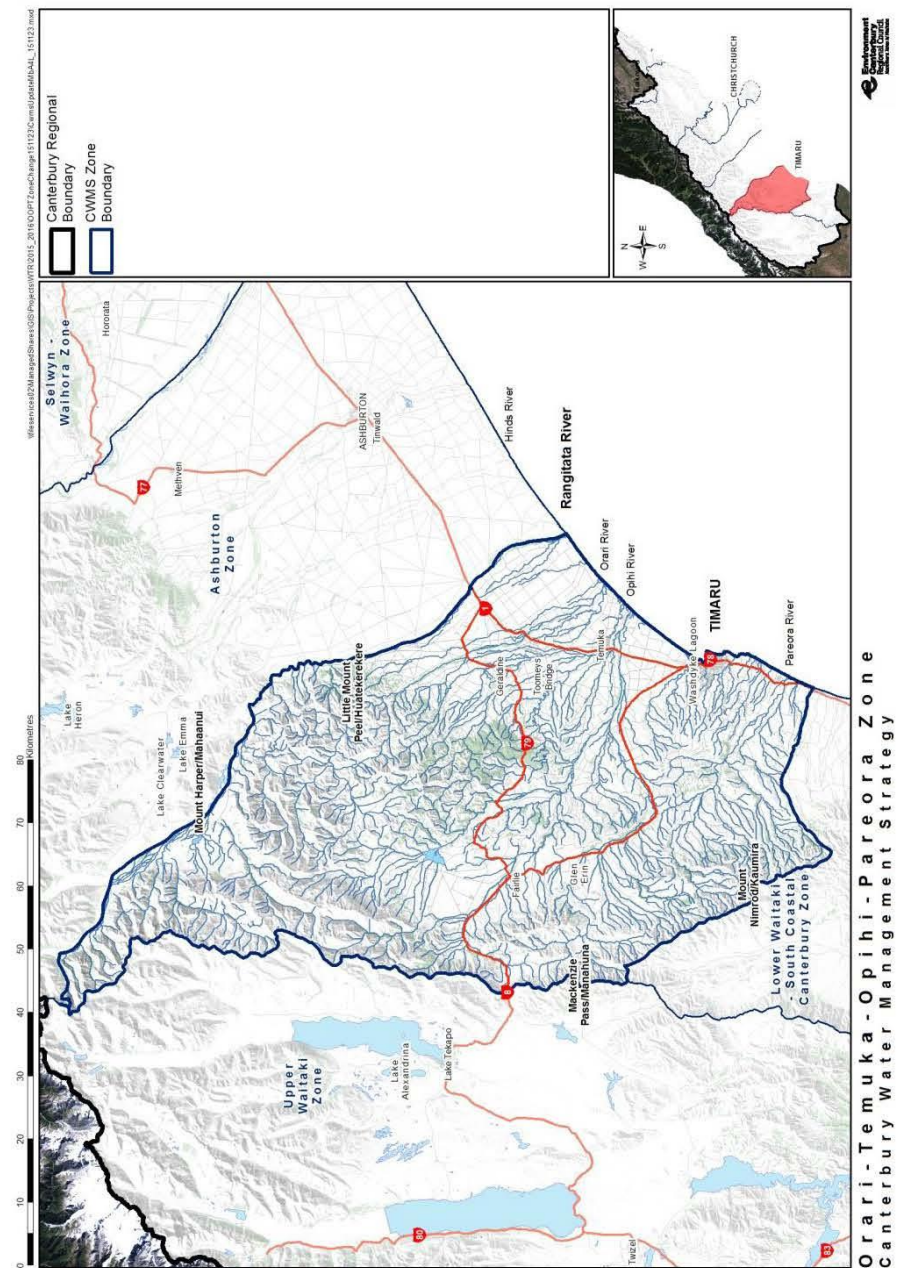
Staff or elected members of Territorial Authorities or the Environment Canterbury shall not be eligible for remuneration.

Mileage will be reimbursed.

Committee Support

The Committee shall be supported staff from the Territorial Councils and Environment Canterbury, primarily through the Committee Secretary and the Zone Facilitator.

Map showing Orari-Temuka-Opihi-Pareora Water Management



CANTERBURY WATER MANAGEMENT STRATEGY

PROCEDURES FOR HANDLING PAYMENTS FOR COMMITTEE MEETINGS AND ASSOCIATED EVENTS

These procedures set out how costs for running meetings and related events are handled, and how funding is shared between Environment Canterbury and territorial councils.

They have been developed to provide committee secretaries servicing regional and zone committees and Environment Canterbury's zone facilitators with a consistent set of rules to work with.

Because of the diversity of meetings and events involved and number of councils arranging them, it is important there is a common understanding of how committee costs including honoraria, travel and expenses incurred by members, administrative costs such as venue hire, catering, koha and so on, are managed.

An important principle underlying implementation of the Canterbury Water Management Strategy 2009 (CWMS) is Environment Canterbury and territorial councils working together to achieve the objectives of the CWMS.

These procedures were signed-off by Francis Pauwels, Programme Director CWMS and Zone Committee Secretaries in Dec 2011

Details are set out under the following headings:

- Committee contacts
- Cost sharing
- Regional and zone committee costs
- Invoicing Environment Canterbury
- Technical meetings, working group meetings and Ngai Tahu hui

VERSION CONTROL

Version No	Description	Revised by	Date
1	Original	Neil Pilbrow	23 Dec 2011
2	Committee contacts, Table 1. Katie Nimmo replaces Shelly Washington. Michelle Heal replaces Sue Kelly	Neil Pilbrow	27 Jan 2012
3	Committee contacts, Table 1. Banks Peninsula Cttee- Megan Pearce replaces Elizabeth Blayney.	Neil Pilbrow	12 Mar 2012
4	Committee contacts, Table 1. Adrienne Smith replaces Megan Pearce. Meri Gibson replaces Melanie Schauer. Table 3B and 4 Delete * and footnote. INVOICING ENVIRONMENT CANTERBURY Simplified details to be supplied with invoice	Neil Pilbrow	13 Mar 2012
5	Committee contacts p3 Table 1: Zone secretary and zone facilitator changes Honoraria payment p5-6. Replace tables 3a and 3b with Table 3. The "First Year Top Up" in earlier versions has become permanent. Other references to the first year top up in this section have been removed, including the right hand column in table 4. Reference to the annual review of honoraria payments by the mayoral Forum has been added. ACC information p 6. The appropriate code for elected members has been added. Invoicing information p8 address updated.	Philippa Beckman	3 Feb 2014
6	Statement on eligibility for honoraria added p5. Invoicing information p8 address updated.	Philippa Beckman	3 March 2014
7	Committee contacts p3 Table 1: Zone secretary and zone facilitator changes, plus addition of "Temuka" to the Orari-Temuka-Opihi-Pareora Zone Committee	Philippa Beckman	8 April 2016 and 24 May 2016
8	Table 1 p3 Committee contacts: Add Waimate DC to OTOP Committee Table 5 Honorarium funding p 6 and Table 6 Travel/Accommodation funding p7: Add Waimate District council to OTOP committee and split TA financial responsibility three ways instead of two.	Philippa Beckman	3 August 2016

COMMITTEE CONTACTS

Eleven committees have been established under the Local Government Act in accordance with the CWMS 2009- a regional committee and 10 zone committees. Each committee has its own terms of reference.

Zone committees are joint committees of Environment Canterbury and the 13 Canterbury territorial authorities. The regional committee is a committee of the Regional Council, until such time as legislative changes enable it to be a joint committee with the Territorial Authorities.

Zone committee members are appointed jointly by territorial authorities and Environment Canterbury, with input from runanga. Members are from iwi, industry, community groups, elected district and city councillors, and regional council commissioners. The regional committee is appointed by Environment Canterbury.

Zone committees are serviced generally by territorial councils. Three committees are serviced by two councils. The regional committee is serviced by Environment Canterbury.

Table 1 lists the committees, servicing council(s), and committee secretary and zone facilitator contacts.

Table 1 Committee contacts

Committee	Administering council(s)	Committee secretary	ECan zone facilitator
Kaikoura	Kaikoura DC	Suzanne Syme	Murray Griffin
Hurunui - Waiau	Hurunui DC	Michelle Thompson/Graham Sutherland	Ian Whitehouse
Waimakariri	Waimakariri DC	Adrienne Smith	Murray Griffin
Christchurch West Melton	Christchurch CC	Liz Ryley	Lesley Woudberg
Banks Peninsula	Christchurch CC	Warren Brixton	Lesley Woudberg
Selwyn – Waihora	Selwyn DC	Kate Anderson	Ian Whitehouse
Ashburton	Ashburton DC	Louise Glennon	Olivia Smith
Orari – Temuka- Opihi - Pareora	Timaru DC Mackenzie DC Waimate DC	Joanne Brownie	Olivia Smith
Lower Waitaki - South Coastal Canterbury	Waitaki DC Waimate DC	Elly Finnerty	Nic Newman
Upper Waitaki	Waitaki DC Mackenzie DC Waimate DC	Keri-Ann Little	Nic Newman
Regional committee	Environment Canterbury	Therese Davel	Barbara Nicholas

COST SHARING

The cost of organising and running the regional committee and the 10 zone committees is shared between Environment Canterbury and territorial councils.

A wide range of meetings and events is involved, including committee meetings, field days, public meetings, workshops, stakeholder meetings, hui, marae visits and technical meetings, all of which could give rise to costs.

The following table sets out the types of meetings and events, who organises them and the types of expenses can arise.

Table 2 Zone committee meetings and events

Meeting or event >>>	Zone committee meetings	Regional committee meetings	Field trips	Public meetings	Stakeholder meetings	Hui and Marae visits	Technical meetings	Working groups	Ngai Tahu hui.
Organised by:	TAs	ECan	ECan & TAs	ECan & TAs	ECan & TAs	ECan & TAs	ECan	ECan	ECan
Types of expenses that can arise:									
• Honoraria	Yes	Yes	-	-	-	-	-	-	-
• Mileage and accommodation reimbursements	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
• Catering, venue hire, etc	Yes	Yes	ECan	Yes	Yes	Yes	Yes	Yes	Yes
• Technical meeting fees	Yes	Yes	Yes	-	-	Yes	Yes	Yes	-

REGIONAL AND ZONE COMMITTEE COSTS

This section sets out procedures for handling:

- Costs for organising meetings and events
- Honoraria payments
- Committee members' travel and accommodation expenses

COSTS FOR ORGANISING MEETINGS AND EVENTS

Costs will be incurred for venue hire, advertising, catering, printed material, stationery & consumables. These are generally small so the principle of letting costs lie where they fall should apply. In general, the monthly scheduled zone committee meetings will be paid for initially by the council concerned and the agreed proportion reimbursed by Environment Canterbury (see table 4).

Occasionally, additional larger costs arise for special meetings or field trips, which may involve bus hire, catering, and additional venue hire. These will be met by Environment Canterbury unless arranged otherwise. Environment Canterbury will also arrange and pay for koha (see table 2).

Staff time is carried by each organisation.

HONORARIA PAYMENTS

Members appointed to the regional and zone committees receive honoraria as follows:

Table 3 Honoraria

HONORARIUM	
Appointed members	\$4,000
Deputy chair	\$5,000
Chair	\$6,000

Honorarium payments to members

Honorarium payments started on the date of committees' "launch and orientation day", and are revised annually by the mayoral forum.

Each council may use its own approval/payment processes to pay honoraria.

Honorarium payments are initiated by the lead council servicing the committee; committee members should not have to submit a claim.

Entitlement is not normally dependent on attendance. However, in the event of ongoing non-attendance the committee member may be deemed as non-participant and the honorarium may be withheld. This will only be done after extensive enquiries and attempts to facilitate participation, and after consultation among the relevant councils and rūnanga (if the member is a rūnanga representative).

In the first instance territorial councils servicing zone committees pay members their full entitlement, and then invoice Environment Canterbury for the portion it has been agreed

the council will not fund (see Table 4). Note that Environment Canterbury commissioners and elected territorial councillors are not entitled to receive honoraria.

Where territorial councils share servicing a committee, one council should be the "lead" council taking responsibility for member payments and reimbursements so that members have to deal with one council only.

Payments to members leaving or taking up office during the year are prorated accordingly; with payments starting on the date of the meeting the appointment is confirmed and ceasing on the date of written notice of resignation.

Payments are made to members at least quarterly.

How honorarium funding is shared

Funding is shared between Environment Canterbury and councils servicing committees as set out in table 4.

Environment Canterbury funds for the portion it has been agreed territorial councils will not fund.

Table 4 Honorarium funding

Zone committee	Council	Council share of the honorarium
Kaikoura	Kaikoura DC	nil
Hurunui-Waiau	Hurunui DC	50%
Waimakariri	Waimakariri DC	50%
Christchurch West Melton	Christchurch CC	50%
Banks Peninsula	Christchurch CC	50%
Selwyn-Waihora	Selwyn DC	50%
Ashburton	Ashburton DC	50%
Orari-Temuka-Opihi-Pareora	Timaru DC **	16.7%
	Mackenzie DC	16.7%
	Waimate DC	16.7%
Lower Waitaki-South Coastal Canterbury	Waitaki DC **	25%
	Waimate DC	25%
Upper Waitaki	Mackenzie DC **	25%
	Waitaki DC	25%
	Waimate DC	Nil
Regional committee	Environment Canterbury	100%

** The "lead" council for member payments and reimbursements.

Tax implications

The IRD has confirmed that honoraria are subject to withholding tax.

Committee members are appointed in their personal capacity so fees earned are derived by them personally. This means:

- Payments must have withholding tax deducted whether or not the member has requested the payment be directed elsewhere, and
- Payments are not taxable for GST purposes.

If a committee member has completed an IR330 Tax Code Declaration form, tax is deducted at 33%, otherwise tax is deducted at 48% (unless a certificate of exemption or special rate certificate is provided annually).

ACC: As councils are not able to make ACC levy payments in relation to honoraria payments members will need to assess and pay this themselves with their end of year tax return. ACC has confirmed that the appropriate code for elected members is Business management Services – CU 78550.

Committee members are to be advised to take independent tax advice regarding their end of year tax position as, depending on each individual's circumstances; the payment of honoraria may give rise to an end of year tax liability.

COMMITTEE MEMBERS' TRAVEL AND ACCOMMODATION EXPENSES

Committee members are entitled to be paid reasonable travel, meal and accommodation costs, provided these are not reimbursed by another organisation.

Payments to members

Each council may use its own claim/payment process and reimbursement policies to reimburse expenses.

In the first instance territorial councils servicing committees reimburse members in full, then invoice Environment Canterbury for the portion it has been agreed the council will not fund. Where two or more territorial councils share servicing a committee, one council is designated the "lead council" and should take responsibility for member payments and reimbursements so that members have to deal with one council only.

Payments are made to members at least quarterly.

How travel and accommodation expenses is funded

Funding is shared between Environment Canterbury and territorial councils servicing committees. The share funded by territorial councils is set out in table 5.

Table 5 Travel and accommodation funding

Zone committee	Council	Council share
Kaikoura	Kaikoura DC	nil
Hurunui-Waiiau	Hurunui DC	50%
Waimakariri	Waimakariri DC	50%
Christchurch West Melton	Christchurch CC	50%
Banks Peninsula	Christchurch CC	50%
Selwyn-Waihora	Selwyn DC	50%
Ashburton	Ashburton DC	50%
Orari-Temuka-Opihi-Pareora	Timaru DC **	16.7%
	Mackenzie DC	16.7%
	Waimate DC	16.7%
Upper Waitaki	Mackenzie DC **	25%
	Waitaki DC	25%
	Waimate DC	Nil
Lower Waitaki-South Coastal Canterbury	Waitaki DC **	25%
	Waimate DC	25%
Regional committee	Environment	100%
	Canterbury	

** The "lead" council for member payments and reimbursements.

Tax implications

Expense reimbursements are not considered payments for works or services so are not subject to withholding tax. However members are to be advised retain all payment advice slips and to take independent tax advice regarding their end of year tax position as, depending on each individual's circumstances, the payment of expense reimbursements or allowances may give rise to an end of year tax liability.

INVOICING ENVIRONMENT CANTERBURY

This section sets out procedures for invoicing Environment Canterbury for the portion of costs to be funded by Environment Canterbury.

Councils are to invoice Environment Canterbury quarterly. Invoices can be sent to payables@ecan.govt.nz

Invoices must include details of:

- Period covered by payment.
- Names of committee members, honorarium paid to each, expenses paid to each.
- Appointment date of new members starting during the period.
- Resignation date of members resigning during period.

Invoices for payments made in the final quarter of the financial year (April – June) are to be submitted before 30 June each year. Councils should set a suitably early cut-off date for receiving members' claims.

TECHNICAL MEETINGS, WORKING GROUP MEETINGS AND NGAI TAHU HUI

Technical meetings, working group meetings and Ngai Tahu hui are arranged and funded by Environment Canterbury.

These meetings and hui include the provision of technical expertise to ensure the inclusion of Ngai Tahu values and perspectives into CWMS processes.

Participation is by invitation.

Participants may also be Rūnanga representatives on zone committees.

Item 8

Annual Grant Presentation – Sport Canterbury – 2pm

Prepared by: Carolyn Johns
Community, Planning and Development Group Manager

Shaun Campbell, Regional Manager of Sport Canterbury will make an annual presentation to the Community Services and Development Committee.

Recommendation

That the Annual Grant Presentation from Sport Canterbury is received.

Item 9 South Canterbury Places and Spaces Plan

Prepared by: Carolyn Johns
Community, Planning and Development Group Manager

Purpose of Report

- 1 For Council to consider supporting the South Canterbury Spaces and Places Plan.

Background

- 2 Sport South Canterbury submitted to Waimate District Councils Long Term Plan 2015-25 saying “over the next 10 years as Waimate sporting infrastructure grows it will be vitally important that the Waimate District Council develops an overarching Sport & Recreation Places and Spaces strategy to future proof the sector moving forward.
- 3 Council decided to investigate updating Councils Sport and Recreation Plan 2005/06, to enable the review of what has been achieved with the key initiatives from the Plan and to consider the next ten years.
- 4 Through an approach from Timaru District Council a number of weeks ago it was suggested that Waimate, Mackenzie and Timaru District Councils jointly meet to receive a presentation from Sport South Canterbury.
- 5 The Community Planning and Development Group Manager, along with Mayor Rowley, attended a presentation on the proposed South Canterbury Spaces and Places Plan on 9 June 2016 at Fairlie.
- 6 At the Community Services and Development Committee meeting held on 12 July 2016, Spaces and Places Consultant Kevin Collier and Regional Manager of Sport Canterbury Shaun Campbell presented the South Canterbury Places and Spaces Plan.

Proposal / Options

- 7 That the Community Services and Development Committee supports a Spaces and Places Plan for South Canterbury; or
- 8 That the Community Services and Development Committee does not support a Spaces and Places Plan for South Canterbury.

Obstacles

- 9 There are no known obstacles.

Assessment of Significance

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

Budget Considerations

- 11 Council have not allocated a budget for a South Canterbury Places and Spaces Plan, therefore any financial contribution is unbudgeted.

Cost-effectiveness

- 12 Cost-effectiveness consideration is not applicable.

Recommendation

- 1 That the South Canterbury Places and Spaces Plan Report is accepted; and
- 2 That the Community Services and Development Committee recommends that Council supports the South Canterbury Places and Spaces Plan; and
- 3 That the Community Services and Development Committee recommends that Council provide financial support and resources to work with the South Canterbury Places and Spaces Plan Project Steering Group.

South Canterbury Spaces and Places Plan

A ***Sport and Physical Activity Facility Plan for South Canterbury.***

Kevin Collier
Spaces and Places Consultant
Sport Canterbury

South Canterbury Spaces and Places Plan

What does it cover?

- Community Sport and Active Recreation
- Indoor and outdoor facilities
- Specialist surfaces
- Unique outdoor 'venues'
- Inter-region walkways and cycleways
- Waimate, Mackenzie and Timaru

South Canterbury Spaces and Places Plan

What doesn't it cover?

- Passive (hobbies)
- Parks and gardens
- Art and culture
- Community Facilities
- Wharves and jetties
- Gyms and fitness centres
- Active Transport

South Canterbury Spaces and Places Plan

Why do we need it?

Risks without planning



Conflicting priorities



Un-coordinated



Unclear vision



Duplication



'Boundary' limited



Demographic changes



Changing demands



Over or under supply



Wants over needs



Squeaky wheels



Uninformed decisions



Ad-hoc decisions

South Canterbury Spaces and Places Plan

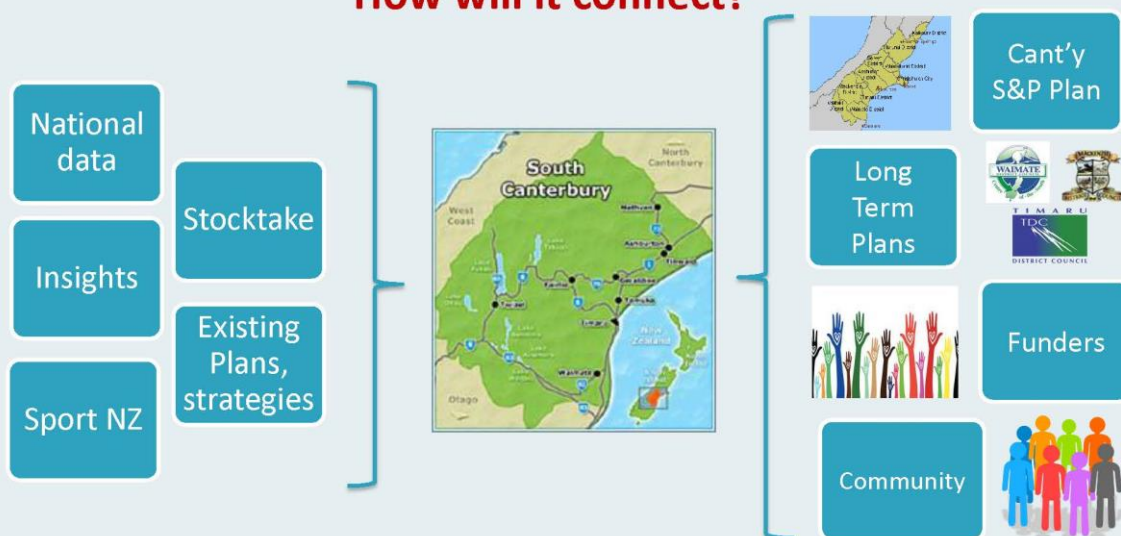
Why do we need it?

Rewards

- | | |
|---|--|
|  Clear vision |  Customer focus |
|  Goals achieved |  Ahead of the game |
|  Borderless approach |  Supply = demand |
|  Integrated network |  Efficient use of resources |
|  Play to our strengths |  Effective decision-making |
|  Future focussed |  Needs over wants |
|  Aligned approach |  Informed decision-making |

South Canterbury Spaces and Places Plan

How will it connect?



South Canterbury Spaces and Places Plan

How will it be developed?



Funders



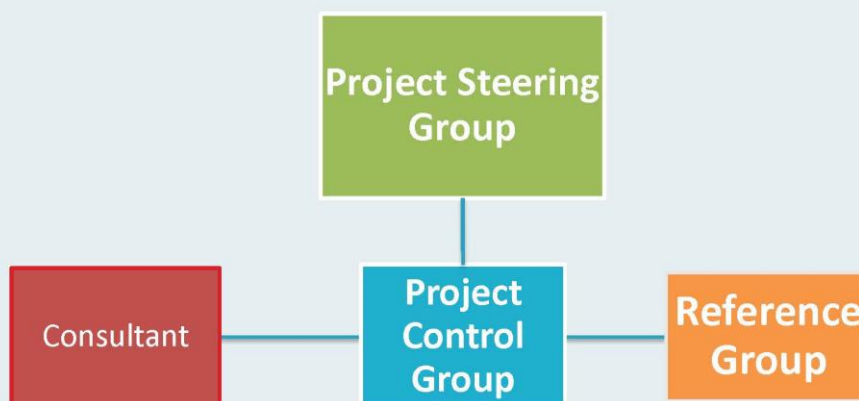
Partner investment



Completion late 2017

South Canterbury Spaces and Places Plan

How will it be developed?



South Canterbury Spaces and Places Plan

What input is requested?



Council buy-in:
join, participate, adopt



Resource:
time, \$ and information



Community Engagement:
encourage and engage

South Canterbury Spaces and Places Plan

Return on Investment

- Sport Canterbury leadership, Sport NZ support.
- Financial commitment from others already
- Leverage your investment.
- A regional plan at a local plan price.
- Save time
- Just one decision could return you your investment

Item 10

Consideration of Major (Urgent Business) or Minor Items not on the Agenda

Prepared by: Bede Carran
Chief Executive

The Community Services and Development Committee is to consider any major (urgent business) or minor items identified earlier in the meeting.

Item 11 Exclusion of the Public

Prepared by: Bede Carran
Chief Executive

-
- 1 For the Community Services and Development Committee to exclude the public in order to take the following public excluded agenda items:
- i Confirmation of Public Excluded Minutes: Council meeting – Tuesday 12 July 2016

General Subject of each matter to be considered	Reason for passing this resolution	Ground(s) under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution
Confirmation of Public Excluded Minutes – 12 July 2016	Good reason to withhold exists under Section 7	7(2)(c)(i)(ii) The withholding of the information is necessary to protect information which is subject to an obligation of confidence

Recommendation

That the Community Services and Development Committee resolves to exclude the public from the following parts of the meeting on the grounds contained in section 48(1) of the Local Government Official Information and Meetings Act, or section 6 or section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public.